



Drug- Free Schools and Campuses Regulations [Edgar Part 86]

Biennial Review: Academic Years 2023-2025

Illinois Central College

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I have read and approved the Biennial Review.



Dr. Sheila Quirk-Bailey, President of Illinois Central College

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Introduction

Illinois Central College (ICC) is committed to compliance with the Drug-Free schools and Campuses Regulations (Edgar Part 86), which require institutions of higher education to implement programs designed to prevent the unlawful possession, use, and distribution of illicit drugs and alcohol by students and employees. Failure to comply with the Drug-Free Schools and Campuses Regulation during an audit may result in the loss of eligibility for federal funding.

This biennial review covers the academic years July 2023-June 2024 and July 2024-June 2025 and serves multiple purposes.

Institutions of Higher Education, including ICC, are required to conduct biennial reviews of their Alcohol and Other Drug (AOD) programs to:

1. Ensure ICC's compliance with the Drug-Free Schools and Campuses Act (DFSCA, Part 86)
2. Evaluate the effectiveness of ICC's alcohol and other drug (AOD) policies, prevention initiatives, and support services
3. Document the incidence and prevalence of alcohol and drug related concerns on campus
4. Identify areas for improvement and set goals for the next biennium

Biennial Review Process

To comply with the Drug-Free Schools and Campuses Act (DFSCA, Part 86) the 2025 Biennial Review Report provides an assessment of ICC's drug- and alcohol- related awareness and programming initiatives from the academic years 2023-2024 and 2024-2025. The U.S. Department of Education identifies key objectives for such reviews, including evaluating program effectiveness, implementing necessary changes, and ensuring consistent enforcement of disciplinary sanctions for violations of institutional standards of conduct.

The review process incorporated input from multiple campus offices, including:

- Dean of Students Office: Amy Daxenbichler
- Counseling Services: Brooke Malik, Katelyn Murphy
- Campus Police: Chief Erika Schwiderski
- Human Resources: Julie Taylor
- Athletics: Rob Buss

ICC is committed to creating a safe and supportive campus culture through education, prevention, enforcement, counseling, and alternative activities that promote student well-being and positive engagement.

Documents Reviewed:

- Tobacco, Alcohol, and Drugs Policies
- Prohibited Student Conduct
- Code of Conduct
- Clery Act Report
- Drug-Free Workplace Policy
- ICC Employee Handbook
- ICC Student Handbook

Report Accessibility

The Biennial Review Report will be maintained in multiple formats to ensure accessibility and transparency:

- Digital Copies: Posted on the institution's Student Affairs or Dean of Students webpage.
- Physical Copies: Filed in the Dean of Students Office and Counseling Services.
- Archived Versions: Past reports are archived electronically in a secure internal system for long-term reference.

Students, employees, and members of the public may request copies of the Biennial Review Report by sending a written request or an email to the Dean of Students Office at deanofstudents@icc.edu. Accessing current and recent reports through the institutional Student Affairs website. Additionally, printed copies are available upon request, and digital copies are distributed for institutional transparency and compliance.

The Biennial Review Reports will be retained for a minimum of seven (7) years in accordance with the institution's records retention schedule. This retention period ensures availability for audits, accreditation reviews, and historical program evaluation.

Annual Policy Notification Process

As part of its compliance with the Drug-Free Schools and Campuses Act (DFSCA), Illinois Central College (ICC) distributes alcohol and drug prevention information annually to all students and employees. These notifications include direct links to ICC's current Alcohol and

Other Drug (AOD) policies, as well as information about Counseling Services, Student Health, and community referral resources. Policies are permanently hosted on the College's website and updated promptly whenever changes occur.

Student Notifications

Students receive official notification via ICC email at the start of the fall, spring, and summer terms to ensure full coverage of all enrollment cycles. Notifications are sent to all students regardless of enrollment type or status, including part-time, full-time, continuing education, dual enrollment, early college, online, and off-campus students. Those who enroll mid-semester receive the policy within two weeks of registration, ensuring no student population is excluded.

The Dean of Students Office manages all aspects of the notification process. Students receive an official email with a direct link to the most current alcohol and drug prevention policy hosted on the institutional website. This email covers clear instructions on how to access additional resources such as Counseling Services, Student Health, and community referrals. This email also incorporates a brief explanation of the importance of reviewing the policy and students' responsibilities. This link is permanent and updated immediately whenever policy changes occur, ensuring accuracy.

The notification is sent to all students enrolled at the institution, regardless of enrollment type or status, including:

- Full-time and part-time students enrolled in at least one credit-bearing class.
- Continuing education students, whether taking credit or non-credit courses.
- Dual-enrollment or early college students participating in institution-sponsored programming.
- Students registered for a single credit hour or specialized courses, ensuring no population is excluded.

To ensure maximum coverage and alignment with enrollment cycles, the alcohol and drug prevention policy notification is sent:

- At the start of the fall semester (August): Covers the largest population of enrolled students.
- At the start of the spring semester (January): Captures mid-year enrollees and returning students.
- At the start of the summer term (June): Ensures new summer enrollees and specialized program participants are informed.
- Students who enroll mid-semester or outside of traditional start dates receive an automated policy notification email within two weeks of enrollment to ensure compliance for all new registrants.

Employee Notifications

Employees are provided with the alcohol and drug prevention policy as part of the onboarding process and through the Employee Handbook. The policy is also accessible at any time on ICC's intranet (the Hub), with links to related policies such as the Drug-Free Workplace and Smoke-Free/Substance-Free Workplace.

In addition, much of this information is incorporated into ICC's Annual Security and Fire Safety Report (Clery Report), which is posted online each year.

All employees receive the employee handbook including the policy at time of hire. The policy is included within the Employee Handbook and online via the Hub, the college's intranet site. Employees can access this at any time. Requests for policy can be routed through Human Resources, although all employees have access to the online format of the policy.

For additional reference, the following resources are available:

- Drug-free Workplace Program Standard Operating Procedures
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=2875>
- Smoke-free/substance free workplace
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=4248>

Alcohol and other Drug Prevalence Rate, Incidence Rate, Needs Assessment and Trend Data

Illinois Central College (ICC) monitors alcohol- and drug-related concerns through several offices and initiatives, including Student Conduct, Counseling Services, and Campus Police. In addition, ICC utilizes anonymous online screenings through Mindwise to help identify student needs. Between July 2023 and June 2025, two opioid misuse screenings and four general substance use screenings were completed. These tools not only connect students with appropriate resources but also provide insight into trends in student behaviors related to substance use.

The Clery Act Annual Security and Fire Safety Report provides further data on alcohol- and drug-related arrests and referrals. For full details, please see the most recent report: [ICC Clery Act Annual Security and Fire Safety Report](#).

According to the 2024 Clery Act Report, the most common incidents on campus were theft-related, followed by alcohol- and drug-related arrests and referrals. Specifically, the 2024 report documented 1 weapons law violation (arrest or referral), 2 drug law violations (arrest or referral),

and 3 liquor law violations (arrest or referral) on the East Peoria campus. By contrast, preliminary data for the upcoming 2025 report shows a notable increase: 14 drug law violations, 10 liquor law violations, and 1 weapons law violation, all occurring on the East Peoria campus. No alcohol- or drug-related arrests or referrals were reported at the Peoria or Pekin campuses.

It is important to note that the Clery Report does not distinguish between arrests and referrals in its data, nor does it specify what constitutes a “referral.” This limits the ability to determine the exact nature of each incident.

Alcohol and Other Drug (AOD) Programs and Interventions: Comprehensive Inventory, Processes, and Outcomes

Illinois Central College provides a variety of programs and resources to support student health and well-being related to alcohol and other drug use. These efforts include educational programming, anonymous screenings, individual counseling, peer support initiatives, and partnerships with community organizations. Together, these strategies aim to promote awareness, reduce risk, and support students in making healthy choices.

Screening Tool

During 2023-2025, Illinois Central College offered anonymous online mental health screenings for students, including screenings related to alcohol and substance use. Mindwise offered an opioid screening tool and substance use tool (ASSIST). 2 opioid misuse screenings were completed, and 4 substance use screenings were completed during the biennium.

Mental Health Resources Page

The College has a Mental Health Resources Page found at <https://icc.edu/support/mental-health-wellness/mental-health-resources/>. This page is public-facing and available to all students and community members. This page includes information about crisis support and a variety of mental health resources, including online addiction resources, emergency helplines, support groups, and community resources. During the reporting period, there were 1,506 visits to the webpage.

Canvas Site

Every student has access to a Canvas page within the learning management system that includes mental health resources and information. Students can explore a variety of mental health concerns and find resources such as videos on drug use, addiction support groups, and more. As of January 2025, every course has this page linked in their resource module.

Drug and Alcohol-related Programming & Events

Counseling Services hosted various events and programming efforts around alcohol and drug awareness and education, including harm-reduction tables, a wellness fair including a table with Narcan demonstrations, mocktail events to promote ways to reduce risk when drinking, screening drives, and more.

FY24: 86 students participated in events/programs related to drug and alcohol risk reduction. The events during this time were primarily screening drives in which the Mindwise screening was promoted.

FY25: 388 students participated in events/programs related to drug and alcohol risk reduction. The events included the Wellness Fair, Screening drives in which Mindwise screening was promoted, Substance Use Awareness Week, psychoeducational tables, and a Paint & Sip mocktail event. The department also attempted to engage a local community partner for a table, but the group was unable to attend due to staffing issues.

Learning Outcomes from Substance Use Awareness Week 2025

In March 2025, the Counseling Center hosted a three-day event focused on substance use and alcohol awareness as part of Drug and Alcohol Facts Week. A total of 108 students interacted with the activities, and 34 completed a mini golf task designed to reinforce learning and make the event engaging. Of those who participated, 30 (88%) reported learning something new about drug and alcohol use. On average, students scored 5 out of 8 correct on the true/false quiz (62.5%), indicating both a solid foundation of knowledge and opportunities for continued education. The event successfully engaged students through interactive learning and supported campus-wide prevention and wellness efforts.

Individual Counseling, Interventions, and Outcomes

Individual counseling is offered for free for all enrolled students. Students can make appointments using an online platform and can choose a specific provider if desired. Between January and July 2025, there were 7 students seen for issues including alcohol issues, substance

use issues, or drug-related concerns. These are based on counseling diagnosis codes pulled from the electronic health record used by Illinois Central College. Data prior to January 2025 is unable to be pulled based on presenting problem/concern.

While only 7 students were documented as specifically being seen for alcohol use, drug use, or substance use, many students were supported through counseling to assist with making healthier life decisions. Counselors utilize a harm reduction approach and tenets of solution-focused counseling and motivational interviewing.

Outcomes: Since Fall 2023, the Counseling Services department utilizes the Counseling Center Assessment of Psychological Symptoms (CCAPS), which includes a portion that assesses for alcohol use concerns. Based on CCAPS data during the reporting period, levels of concern for alcohol use dropped an average of .61 for students engaging in counseling at ICC, while the national average indicated reduction by .48. This indicates that counseling at ICC is effective at reducing concerning alcohol use for students above the low threshold on CCAPS.

Referrals to the EAP

Staff members, managers, and Human Resources are able to make referrals to the Employee Assistance Program when a staff member has a concern related to drug and/or alcohol use. There are currently no metrics to report from Human Resources regarding how many employees utilized this resource or were referred during the biennium.

Referrals to Off-Campus Treatment Providers for Students

When appropriate, counseling staff make referrals for students to utilize off-campus treatment providers for drug, alcohol, or other addiction-related concerns. Counseling staff work with the student to provide referrals that are covered by their insurance or are affordable.

Athletics Teams

All student athletes sign a Code of Conduct form each fall and are subject to random drug tests. They enforce specific policies for students with positive drug tests or found to have been using drugs or alcohol. The first instance results in suspension from a portion of the season, while the second offense results in removal from the athletic team.

Collaboration with Community Agencies

ICC partners for events and programs with community agencies. Multiple community service agencies came to campus for the Wellness Fair in Fall 2024, including JOLT Harm Reduction and Trillium Place. JOLT provides harm reduction outreach and education, while Trillium Place offers mental health and substance use treatment and support.

Peer Support Program

The Peer Support program launched in fall of 2023. This program trains student workers in basic mental health and peer education. All students in the program get certified through NASPA as Certified Peer Educators. The Peer Support program is rooted in the SAMHSA recovery principles, a requirement of the Mental Health Early Action on Campus Act. Peer Supports host prevention-based programming and utilizes a harm-reduction approach. During the reporting period, the Peer Support program hosted multiple alcohol- and drug-related events for students. These events were primarily held in Spring 2025.

Mental Health Library Collection

The library at Illinois Central College contains a variety of books and resources related to mental health, including titles on drug, alcohol, substance use, and addiction. These books are available for students and employees to check out through the library at any time.

Presentation at Training Day

During the reporting period, the College engaged in a staff-wide training day on a variety of topics related to cultivating a community of care. JOLT Harm Reduction hosted a break-out session on the effects of the War on Drugs and educated campus staff and faculty about harm reduction.

ALCOHOL AND OTHER DRUG Achievements during 2023-2025

During the reporting period of July 2023 to June 2025, the following significant achievements were made in support of Illinois Central College's AOD programs and efforts:

- Peer Support Program launched with student workers staffing the program
- Successful interactive Substance Use Awareness week activities with most students learning something new
- Increased alcohol and drug-related programming offerings, especially in 2024-2025

- New anonymous screening tool launched
- Ability to track more accurately how many students are being seen for drug and alcohol-related concerns in Counseling Services

SWOT Analysis

Illinois Central College (ICC), Under the leadership of Student Success, conducted a SWOT/C Analysis to review institutional, divisional, departmental, and program level strengths, weaknesses, opportunities, and threats related to alcohol and other drug (AOD) policies and interventions.

Strengths

ICC has taken important steps to build a foundation for AOD prevention and support. All students receive the AOD policy, ensuring broad awareness across the campus community. Programming opportunities related to alcohol and drug education have steadily increased, with positive outcomes reflected in CCAPS assessment for student engaged in counseling. Screening tools are available and utilized, providing valuable insight into student behaviors and allowing for timely referrals to resources. In addition, Peer supports are well-trained through programs such as Certified Peer Educator, the SAMHSA Recovery Model, and Motivational Interviewing, strengthening ICC's peer-led approach to prevention and intervention.

Weaknesses

Despite these strengths, several areas for improvement remain. Employee policies are limited in how they are distributed, and there are few training or educational opportunities for employees related to alcohol and drug concerns. ICC currently lacks an educational sanction specific to alcohol or drug violations, which limits the ability to use policy violations as teaching opportunities. Programming, while still growing, is still limited in scope and volume.

Opportunities

There are clear opportunities for growth. ICC could implement a structured review of both student and employee policies on an annual or biennial basis to ensure alignment with laws and best practices. Expanding educational programming for students and incorporating Drug and Alcohol Counselor Training Program (DACT) students, would strengthen outreach and engagement. Athletics presents another opportunity with implementing AOD education into athlete orientation and team programming could provide targeted prevention efforts.

Threats and Challenges

ICC faces several ongoing challenges. Building buy-in and coordinating efforts across departments to expand programming and outreach remains difficult. Effectively engaging students in AOD education on a large scale has also proven challenging, and consistent data collection is limited. In addition, many employees are not fully aware of existing policies or procedures, which may hinder policy effectiveness.

Programs and Interventions

In terms of interventions, ICC benefits from its trained Peer Support and existing Counseling Services. However, program weaknesses include limited volume of offerings and a lack of comprehensive assessment of learning outcomes. Opportunities exist to build more intentional programming, increase assessment practices, and expand data collection. Athletic team violation could also be linked more directly to counseling referrals, creating a constructive response to incidents.

Program- Level Threats/ Challenges: As with policies, programs face challenges related to continuity. Buy-in and sustainability can be undetermined by turnover and shifting responsibilities, which makes it difficult to maintain consistent programming and long- term impact.

Recommendations, Goals and Objectives for Biennium

Recommendations for next Biennium: Illinois Central College should consider the following broad recommendations to guide alcohol and other drug (AOD) prevention and intervention efforts during the upcoming biennium.

- Increase use of screening tools to better measure alcohol use prevalence among ICC students.
- Increase peer-to-peer education through the Peer Support Program and campus programming events.
- Strengthen outreach to student groups, including Registered Student Organizations (RSOs), Drug and Alcohol Counselor Training Program (DACT) participants, and athletes.
- Enhance partnerships with local agencies to improve prevention and referral services.

- Incorporate evidence-based online modules into sanction-based interventions.

Goals and objectives for the next Biennium: To move these recommendations forward, ICC will pursue the following goals and objectives during the biennium period. Action steps, responsible offices, and timelines will be integrated into the departmental plan for FY25 and FY26.

- **Expand prevention education reach**
 - o *Objective:* Increase student attendance (duplicated count) at Alcohol or Drug (AOD) by 10% prevention program events by 2027.
- **Strengthen peer-led prevention and support programs**
 - o *Objective:* Train Peer Support Program students to host at least one wellness program per semester focused on AOD prevention and awareness.
- **Increase awareness of ICC's Alcohol and Drug (AOD) policies**
 - o *Objective:* Ensure AOD policies are referenced in orientation sessions, student-athlete trainings, and outreach events.
- **Enhance community partnerships**
 - o *Objective:* Increase collaboration with a minimum of two local agencies to expand prevention programming and referral resources.

Conclusion

Illinois Central College (ICC) remains committed to complying with the Drug-Free School and Campuses Act by providing prevention programming, enforcing institutional policies, and offering supportive services to both students and employees. The biennial review process allowed for a comprehensive evaluation of AOD policies, programs, services, and enforcement practices.

Overall, ICC demonstrates several strengths, including a variety of wellness programming, active policy enforcement, and meaningful peer engagement. Peer Supports have been trained in evidence-based approaches, and campus resources such as Counseling Services and Student Conduct play a significant role in prevention and intervention efforts. However, the review also identified ongoing challenges. Data collection on student alcohol and drug use remains limited, and there is a need to expand sanction-based interventions, peer-led programming, and employee education to ensure consistent outreach and awareness.

While ICC has established a strong foundation in prevention education and peer-led supports, opportunities remain to expand reach and ensure consistency across campuses. The recommendations, goals, and objectives outlined in this report provide a roadmap for the next

biennium, focusing on increasing assessment capacity, broadening prevention programming, strengthening partnerships with local agencies, and enhancing awareness of ICC's AOD policies.

Collectively, these efforts support the academic mission of Illinois Central College by promoting student well-being, reducing substance misuse, and maintaining a safe and healthy campus environment.

Additional Resources

- Clery Act Report
 - <https://icc.edu/wp-content/uploads/2025/09/ICC-Annual-Security-and-Fire-Safety-Report-2025.pdf>
- Drug- Free Workplace Policy
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=2875>
- Employee Corrective Action – Progressive Discipline Standard Operating Procedure (SOP)
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=2876>
- ICC Employee Handbook
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=15470>
- Prohibited Student Conduct
 - <https://catalog.icc.edu/handbook/codeofconduct/prohibitedstudentconduct>
- Reference- Drug- Free Schools and Campuses Regulations (EDGAR Part 86)
 - <https://www.ecfr.gov/current/title-34/subtitle-A/part-86?toc=1>
- Guidance- Complying with Drug- Free School and Campuses Regulations
 - <https://safesupportivelearning.ed.gov/resources/complying-drug-free-schools-and-campuses-regulations-edgar-part-86-guide-university-and>
 - <https://safesupportivelearning.ed.gov/sites/default/files/hec/product/dfscr.pdf>
- Smoke-Free/ Substance- Free Workplace
 - <https://hub.icc.edu/TDClient/162/Portal/KB/ArticleDet?ID=4248>
- Student Code of Conduct
 - <https://catalog.icc.edu/handbook/studentpolicies/studentpolicies>
- Tobacco, Alcohol, and Drugs Policies
 - <https://catalog.icc.edu/handbook/campuspolice/alcoholanddrug>