

DAAPP Biennial Review

DFSCA Compliance

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Drug-Free Schools and Communities Act (DFSCA): DAAPP Disclosure

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Foreword

This report is available:

- www.pcec.edu/daapp-biennial
- www.uofac.edu/daapp-biennial
- www.universityofaesthetics.edu/daapp-biennial
- On-Demand: We will print this for any student or employee or official

Additional information is available within the Annual Security Report; including crime statistics.

Biennial Review

The law requires that the institution conduct a biennial review of its program with the following objectives:

- Determine the effectiveness of the policy and implementing changes to the alcohol and other drug programs if they are needed;
- To ensure that the sanctions developed are enforced consistently
- The number of drug- and alcohol-related violations and fatalities occurring on the campus or as part of their activities that are reported to campus officials; and
- The number and types of sanctions on students or employees as a result of such violations or fatalities.

This DAAPP is reviewed through a Biennial Review process.

Certification

Kelley Education Inc. & its Institutions of Higher Education: University of Aesthetics & Cosmetology (Chicago, IL), University of Aesthetics & Cosmetology (Downers Grove, IL), & Professional Cosmetology Education Center (El Dorado, AR) have adopted & implemented this program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees both on the institutions' premises and as part of any of activities in order to comply with the Drug-Free Schools and Campuses Regulations.

Policy Effectiveness & Changes Needed

Annual Notification, Access, & Availability

Previously, the information required by the DFSCA; including the DAAPP Policy was included within the Annual Security Report. To draw more attention to the DAAPP Policy, Kelley Education implemented the following changes.

1. Publish the DAAPP & the Biennial on each school's website under HEA Disclosures
2. Separately print & hand-out the DAAPP on 01 October

- a. Require employees & students to sign a receipt that they have received the printed DAAPP on 01 October
- b. Require new hires to sign a receipt that they have received the DAAPP
- 3. Include the DAAPP in each school's official School Catalog
 - a. Require students to certify that they have received the DAAPP on the Enrollment Checklist

Policy Content Changes

We added more specificity to employee & student institution sanctions; including a requirement for employees to notify Kelley Education Inc. of any violations.

Sanctions: Development & Enforcement Drug- & Alcohol-Related Sanctions, Violations, & Fatalities

| University of Aesthetics & Cosmetology, Chicago, IL | | | |
|---|------|------|-------|
| | 2019 | 2018 | Total |
| Referred for Disciplinary Action | | | |
| <i>Alcohol Violation</i> | 0 | 0 | 0 |
| <i>Drug Violation</i> | 0 | 0 | 0 |
| Arrests | | | |
| <i>Alcohol Arrest</i> | 0 | 0 | 0 |
| <i>Drug Arrest</i> | 0 | 0 | 0 |
| Fatalities | | | |
| <i>Fatalities – on Campus</i> | 0 | 0 | 0 |
| <i>Fatalities – off Campus</i> | 0 | 0 | 0 |

| University of Aesthetics & Cosmetology, Downers Grove, IL | | | |
|---|------|------|-------|
| | 2019 | 2018 | Total |
| Referred for Disciplinary Action | | | |
| <i>Alcohol Violation</i> | 0 | 0 | 0 |
| <i>Drug Violation</i> | 0 | 0 | 0 |
| Arrests | | | |
| <i>Alcohol Arrest</i> | 0 | 0 | 0 |
| <i>Drug Arrest</i> | 0 | 0 | 0 |
| Fatalities | | | |
| <i>Fatalities – on Campus</i> | 0 | 0 | 0 |
| <i>Fatalities – off Campus</i> | 0 | 0 | 0 |

| Professional Cosmetology Education Center, El Dorado, AR | | | |
|--|------|------|-------|
| | 2019 | 2018 | Total |
| Referred for Disciplinary Action | | | |
| <i>Alcohol Violation</i> | 0 | 0 | 0 |
| <i>Drug Violation</i> | 0 | 0 | 0 |
| Arrests | | | |
| <i>Alcohol Arrest</i> | 0 | 0 | 0 |
| <i>Drug Arrest</i> | 0 | 0 | 0 |
| Fatalities | | | |
| <i>Fatalities – on Campus</i> | 0 | 0 | 0 |
| <i>Fatalities – off Campus</i> | 0 | 0 | 0 |

Other Recommendations

- Develop goals
- Establish more formal relationships with outside organizations
- Establish a methodology of follow-up actions should a(-a) campus(-es) be determined to have a problem.

Analysis

Due to the absence of any referrals or arrests at each of the campuses, Kelley Education Inc. has determined that there is not a drug and/or alcohol abuse issue at any of its campuses.

Strengths

- Educators are informed about our policies
- During employee meetings, signs of drug & alcohol abuse are discussed
- Employees have easy access to administration to discuss any observations of drug & alcohol abuse
- Policies are written & easy-to-understand
- Policies are readily available & published on each school's website
- Bulletin boards are updated with available counseling services & resources
- Communication between employees & students is very good

Weaknesses

- Each campus could have more awareness events
- We do not survey employees & students to ask about drug & alcohol abuse & needs

Opportunities

- Invite local organizations to talk about drug & alcohol abuse
- Invite local law enforcement to talk about drug & alcohol sanctions

- Add new resources for counseling to each school's website
- Survey employees & students to determine awareness of DAAPP
- Survey employees & students to find ways to improve
- Attend conferences to find innovations

Conclusion

Kelley Education Inc. is committed to providing its employees & students a drug & alcohol free workplace/learning environment. Kelley Education Inc. is committed to full compliance with the Drug-Free Schools and Campuses Regulations of the Drug-Free Schools and Communities Act (DFSCA).

Kelley Education Inc. recognizes the value in regular assessment to continuously improve the content & the effectiveness of its policies.

As a result of this Biennial Review, Kelley Education Inc. will implement the changes articulated.