SOUTHERN CAREERS INSTITUTE

Drug and Alcohol Abuse Prevention Program

2026 BIENNIAL REVIEW OF INSTITUTIONAL COMPLIANCE

Table of Contents

INTRODUCTION 3
DAAPP BIENNIAL REVIEW PROCESS 3
2024 BIENNIAL REVIEW COMMITTEE 4
GOALS OF THE SCI DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM 4
NOTIFICATIONS 5
STATISTICAL REPORTING 5
REVIEW OF SANCTIONS 7
DAAPP ASSESSMENT 7
RECOMMENDATIONS 8
CONCLUSION 8

INTRODUCTION

Southern Careers Institute ("SCI") provides a safe, drug- and alcohol-free environment for students, employees, and visitors. The institution's Drug and Alcohol Abuse Prevention Program ("DAAPP") will support SCI's commitment to promoting and maintaining an alcohol- and drug-free institution.

The Drug-Free Schools and Communities Act of 1989 (20 U.S.C. §**101** li, 34 C.F.R. Part 86), requires that all institutes of higher education ("IHE") adopt and implement a drug and alcohol abuse prevention program (DAAPP) to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on campus or as part of any of its activities. The DAAPP must be distributed annually to all students and employees.

The DAAPP includes:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on school property or as part of any of school activities.
2. A description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol.
3. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
4. A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
5. A clear statement that SCI will impose disciplinary sanctions on students and employees (consistent with local, state, and federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

THE DAAPP BIENNIAL REVIEW PROCESS

This DAAPP complies with the requirements of the Drug-Free Schools and Communities Act of 1989 and applies to all students and employees of the institution.

- The law further requires that the institution conduct a biennial review of its program with the following objectives: Determining the effectiveness of the program and implementing changes if they are needed; and
- Ensuring that disciplinary sanctions are consistently enforced.
- The biennial review must also include a determination as to:
    - The number of drug- and alcohol-related violations and fatalities occurring on campus or as part of campus activities that are reported to campus officials; and
    - The number and types of sanctions the institution imposes on students or employees because of such violations or fatalities.

Southern Careers Institute conducts a biennial review of the DAAPP during even-numbered years to meet these objectives and provide these statistics. The Biennial Review process for 2024 was concluded in June 2024 and includes data from 2022 and 2023. In even-numbered calendar years, SCI will form a committee consisting of representatives of student- and employee-facing departments to conduct a biennial review of the DAAPP. Each review determines the program's effectiveness and ensures that sanctions imposed for violations of the standards of conduct identified in the DAAPP are consistently enforced. The review also identifies any changes to be implemented during the next biennium should any changes be necessary following the review.

The DAAPP biennial review draws upon available data sources which may include, but are not limited to, the:

1. Number of drug- and alcohol-related disciplinary sanctions imposed.
2. Number of drug- and alcohol-related referrals for counseling or treatment.
3. Number of drug- and alcohol-related incidents recorded; and/ or
4. Number of drug- and alcohol-related incidents of vandalism.

A copy of the final Biennial Review Report is signed by the Chief Executive Officer and maintained in the corporate office electronic records, and in the Campus Director's office at each campus location.

The Biennial Review ("Review") evaluated the current SCI Drug and Alcohol Abuse Prevention Program ("DAAPP") for its application and enforcement at each campus, the notification process, the clarity, ease of use and effectiveness of the DAAPP, as well as collective statistical reporting of drug and alcohol violations at each campus over the prior two years. The Review

culminated in recommendations of changes and additions to the DAAPP as well as to procedures at the campus in the administration of the DAAPP.

THE DAAPP BIENNIAL REVIEW COMMITTEE

The institution established a DAAPP Biennial Review committee that included employees from the campuses and the corporate team, representing a variety of departments that SCI students interact with during their academic career. The review committee is listed below:

LOCATION	FIRST NAME	LAST NAME	POSITION
Austin	Frank	Fazio	Director of Admissions
Austin	Imelda	Marrero	Instructor
Brownsville	Luis	Morales	Admissions Representative
Brownsville	Monica	Olvera	Career Service Coordinator
Brownsville	Vanessa	Lerma	Education Finance Specialist
Corpus Christi	Erica	Serna	Admissions-Cash Rep
Corpus Christi	Marianne	Cooper	Career Services-Externship
Harlingen	Gilbert	Barrera	Dir. of Education
Harlingen	Chelsey	Ordaz	EFS
Harlingen	Blanca	Castillo	Career Service Rep
Online	Fallon	Woodbury	Career Services Director
Online	Peter	Karas	Admissions Representative
Online	Amy	Stewart	Instructor
Pharr	Chris	Aguilar	Director of Education
Pharr	Bertha	Verdines	Career Services Rep
Pharr	Irma	Rico	Instructor
San Antonio North	Stephanie	Vasquez	Dir. of Education
San Antonio North	Delicia	Herrera	Asst Dir of Education
San Antonio North	Brenda	Reyes	Dir. of Education
San Antonio South	Demetric	Armstead	Dir. of Education
San Antonio South	Braulio	Flores	Career Services Director
San Antonio South	Marisela	Hernandez	Financial Aid Director
Waco	Heather	Milam	Dir. of Education
Waco	Jeffrey	Brooks	Career Services Rep
Waco	Maranda	Shaddy	Admissions rep
Corporate	Linda	Bates	Director of Compliance
Corporate	Rhonda	Evans	Director of Compliance

GOALS OF THE SCI DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

The goals of the SCI Drug and Alcohol Abuse Prevention Program include:

- Educating about the health risks associated with the use of drugs and alcohol.
- Informing of applicable local, state, and federal laws regarding drugs and alcohol as well as SCI disciplinary actions that may be taken if there is a violation of the Drug and Alcohol Abuse Prevention Program.
- Providing information about available counseling and rehabilitation programs.
- Preventing the use of illicit drugs and alcohol abuse by students and employees; and
    - Promoting the well-being of all SCI students and staff.

NOTIFICATIONS

Students are notified of the SCI Drug and Alcohol Abuse Prevention Program (DAAPP) and that all SCI campuses are drug- and alcohol-free by means of:

- Posting on the SCI website as part of the Annual Security Report and posted separately at: https://scitexas.edu/consumer-info/
- In an e-mail with the attached DAAPP document sent annually,
- Provided to and acknowledged as received by every new student during the enrollment process by virtue of its inclusion in the SCI School Catalog.

The Human Resources department notifies all employees of the SCI Drug and Alcohol Abuse Prevention Program (DAAPP) and that all SCI campuses are drug- and alcohol-free by means of:

- Providing as part of the new hire paperwork,
- In an e-mail with the attached DAAPP document sent annually,
- Inclusion on the UKG site in the Employee Handbook,
- Posting on the SCI website as part of the Annual Security Report and posted separately at:
- Inclusion in the SCI School Catalog.

Further, the DAAPP may be distributed on a case-by-case basis as deemed necessary as part of remediation processes for infractions of the student and employee codes of conduct.

STATISTICAL REPORTING

SCI does not have in-residence students or dormitories or athletic programs, and many students attend virtual classes; therefore, there is a low incidence of drug and alcohol abuse on the campuses.

Drug and Alcohol Prevention Program Violations

The number of drug or alcohol-related violations occurring on campus or as part of an SCI activity, as reported by location:

LOCATION	ON-CAMPUS				OFF-CAMPUS ACTIVITIES			
	2023		2024		2023		2024	
Austin	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Brownsville	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corpus Christi	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Harlingen	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Pharr	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio North	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio South	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Waco	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corporate Office	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0

Drug and Alcohol Prevention Program Internal Sanctions Imposed

The number of sanctions imposed by SCI because of a drug or alcohol-related violation occurring on campus or as part of an SCI activity, as reported by location:

LOCATION	ON-CAMPUS				OFF-CAMPUS ACTIVITIES			
	2023		2024		2023		2024	
Austin	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Brownsville	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corpus Christi	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Harlingen	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Pharr	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio North	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio South	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Waco	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corporate Office	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0

Drug and Alcohol Prevention Program External Sanctions Imposed

The number of sanctions imposed by SCI because of a drug or alcohol-related violation occurring on campus or as part of an SCI activity, as reported by location:

LOCATION	ON-CAMPUS				OFF-CAMPUS ACTIVITIES			
	2023		2024		2023		2024	
Austin	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Brownsville	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corpus Christi	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Harlingen	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Pharr	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio North	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
San Antonio South	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Waco	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0
Corporate Office	Drug	0	Drug	0	Drug	0	Drug	0
	Alcohol	0	Alcohol	0	Alcohol	0	Alcohol	0

(Note - these statistics were obtained from SCI's monthly crime log, SCI's Annual Campus and Crime report for 2023 and 2024, and other notifications from SCI regarding violations of this policy. Please note that the 2025 statistics were not available at the time of this reporting.)

REVIEW OF SANCTIONS

We have reviewed our campuses for any violations of this policy for the review period of 2023 and 2024 and determined that no violations occurred during this timeframe.

DAAPP ASSESSMENT

Based on the review of the past two years by the Biennial Review Committee, several areas were noted as areas of favorable compliance and other areas were noted as areas that needed improvement.

Favorable Compliance

- SCI has and maintains a Drug and Alcohol Abuse Prevention Program,
- The Biennial Review Committee includes campus and corporate employees representing a diversity of departments,
- The Biennial Review Committee unanimously agrees that the DAAPP, as written, is easily understood by our students and staff,
- On- and off-campus SCI events and activities are drug and alcohol free,
- Staff members are actively engaged, care about students, and utilize a student-centered approach in addressing drug and alcohol concerns,
- The culture of SCI is to encourage a high level of communication between staff and students resulting in a heightened awareness of student behavior,
- Staff are required to contact students when they miss class,
- The SCI Drug and Alcohol Abuse Prevention Program is discussed at new student orientation and is clearly written and easy to understand, and
- Employee Assistance Program (EAP) resources are made available to staff and faculty, including resources to assist with depression and dependency on drugs or alcohol.
- Ensuring that disciplinary sanctions are consistently enforced by reviewing violations during the past 2 years and how they were addressed and resolved within SCI guidelines. In this review period, no on campus or campus related activities violations occurred.

Compliance Concerns

- The student population is a mix of commuter and virtual learners, which makes it challenging to track incidents and behaviors of students, but we have not had incidents reported in this area for any of our campuses for the at least the past 4 years.
- Some campuses are located near areas that present specific concerns raised during the Biennial Review:
    - The Austin main campus is located near a major transportation hub where large numbers of homeless people and vagrants gather, and where there is suspected drug and alcohol usage,
- Related processes are unclear about what actions to take if drug and alcohol policy breach or abuse is suspected,
- Lack of consistent documentation of campus alcohol and drug related activities and programs make it challenging to accurately capture all prevention program efforts,
- Improvements could be made to assess sanctions for violations of alcohol or drug policies to ensure equity in enforcement and sanctions, and
- Employee incidents and sanctions related to alcohol and drug violations of related laws and campus policies should be reviewed to determine if expanded prevention programs and response strategies are needed.

DAAPP RECOMMENDATIONS

SCI acknowledges the importance of a drug and alcohol abuse prevention program and the need to develop effective programs and policies to mitigate this issue. The Biennial Review Committee recommends the following items for implementation before the next review period:

1. Produce the next Biennial Review Report in compliance with the Drug-Free Schools and Communities Act no later than December 31, 2028.
2. The DAAPP policy was updated with current student resources for each campus for alcohol and drug abuse related issues. Update the DAAPP annually to ensure currency of student resource for alcohol and drug abuse information.
3. Develop a training program and provide to employees for identifying and addressing students who may be under the influence of drugs and/or alcohol.

CONCLUSION

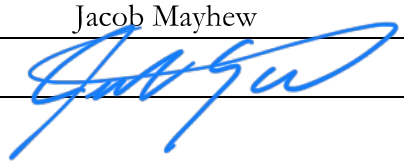
Southern Careers Institute compiled this 2026 Biennial Review report provided for review by the Campus Director at each SCI Campus. SCI meets the compliance requirements set forth by the Drug-Free Schools and Communities Act of 1989. The institution has an established Drug and Alcohol Abuse Prevention Program, committing to providing annual notifications of the DAAPP to students and employees, offering information about education, prevention, and intervention services, enforcing the DAAPP standards including imposing sanctions on violations of the standards of behavior, and conducting biennial reviews of the effectiveness of its programs and sanctions enforcement. SCI will continue to assess, modify, and pursue excellence of institutional efforts to further its intentional and goals-driven approach to promoting and enhancing the safety, health, and welfare of its students and employees.

Southern Careers Institute has conducted a Biennial Review of its Drug and Alcohol Abuse Prevention Program "DAAPP."

The period of review is from January 2024 through December 2025. The review concluded September 2026.

The Biennial Review Report is maintained by the Compliance Department.

The signature below certifies that the information provided in this report has been reviewed and is an accurate representation of the Review.

CEO – Print Name: Jacob Mayhew	
CEO – Signature: 	Date: 9/09/26