



ALLEGANY COLLEGE
of MARYLAND

ALCOHOL & DRUG ABUSE

RESOURCE MANUAL

for students, faculty & staff



Updated FY22



A Message from the President

Dear Students, Faculty and Staff,

This booklet contains Allegany College of Maryland's policy regarding alcohol and drug use in an educational environment, a description of medical and legal implications of using illegal substances, and a listing of off-campus resources which are available to assist persons having problems with substance abuse.

Our approach to substance abuse focuses on prevention through education, early intervention, and provisions of referral services as needed. I hope that anyone on our campus having such problems will gather information from this booklet and utilize the resources listed, including counseling services for both students and employees.

I trust that you share my deep concern for providing an educational environment free of substance abuse. Working together, we can accomplish this goal.

Sincerely,



Dr. Cynthia Bambara
President

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About this Booklet

This resource booklet has been developed to provide a comprehensive overview of the health risks and legal implications related to alcohol and drug use, and to serve as a reference for off-campus resources which are available to faculty, staff and students at Allegany College of Maryland. In addition, it re-iterates both the Code of Student Conduct and Employee guidelines in regards to drug and alcohol use on any Allegany College of Maryland campus.

If you need assistance with any information presented within this booklet, please contact the Office of Student & Legal Affairs at (301) 784-5206 or visit our office, located on the ground floor of the College Center, CC12.

About the College

Allegany College of Maryland is a community college accredited by the Commission on Higher Education, Middle States Association of Colleges and Secondary Schools, and approved by the Maryland Higher Education Commission. Allegany College of Maryland encompasses the Cumberland Campus, Bedford County Campus, the Gateway Center, Willowbrook Woods, and its teaching sites including Somerset County. Allegany College of MD offers credit, non-credit and blended courses as well as early college opportunities for dual-enrolled high school students.

Our campuses are “clean, clear & dry”.

Allegany College of Maryland supports the efforts of the State of Maryland and the United States to provide learning centers and workplaces free of illegal drug and alcohol use. Local, state, and federal laws apply to all students, faculty, and staff. Allegany College of Maryland must comply with The Drug-Free Schools and Communities Act of 1986 (as amended 1989) which prohibits illegal drug activity (as defined by federal drug schedules not state laws) on any college owned or managed property. Besides the application of criminal charges, students and employees could face consequences from the College. For employees, policies related to employment are located in the Human Resources manual. For students, the Code of Student Conduct includes provisions making unlawful use or possession of drugs or alcoholic beverages a violation of the Code; violators are subject to discipline which might include censure, restitution, probation, suspension, dismissal, or expulsion. Also for students, some forms of financial aid require certification that the student recipient remain drug free and avoid the unlawful use of alcohol and drugs; thus, conviction of an alcohol or drug violation in a court or under the Code of Student Conduct could mean loss of valuable financial aid or scholarships. More detailed information about each of these topics is located elsewhere in this booklet.

College Mission Statement: We deliver diverse and relevant education centered around student success in a supportive and engaging community.

Philosophy on Alcohol and Drugs: To advance our mission, Allegany College of Maryland strives to maintain an environment that supports and encourages the pursuit of knowledge. All members of our academic community – students, faculty, staff – share the responsibility for protecting that environment and are expected to exemplify high standards of personal and professional conduct. The illegal or abusive use of alcohol and drugs adversely affects the educational environment.

In keeping with its primary purpose, Allegany College of Maryland will maximize the use of educational strategies whenever possible in the interests of health and safety, seeking to balance the needs of the individual student with the needs of other students, employees, and the best interests of the College. Allegany College of Maryland’s primary interest in managing offenses is not punitive – rendering education, prevention, and treatment extremely important; however, enforcement of policies will occur as necessary.

Health Risks Associated with Alcohol Use

Centers for Disease Control and Prevention Fact Sheet:

Alcohol Use and Your Health

Accessible version: <https://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>

Drinking too much can harm your health. Excessive alcohol use leads to more than 95,000 deaths in the United States each year, shortening the lives of those who died by an average of 29 years. The economic costs of excessive alcohol consumption in 2010 were estimated at \$249 billion, or \$2.05 a drink.

What is considered a "drink"?

US Standard Drink Sizes



12 ounces
5% ABV beer



8 ounces
7% ABV malt liquor



5 ounces
12% ABV wine



1.5 ounces
40% (80 proof) ABV distilled spirits (examples: gin, rum, vodka, whiskey)

ABV = Alcohol by Volume

Excessive alcohol use includes:



Binge Drinking

For women, 4 or more drinks consumed on an occasion



For men, 5 or more drinks consumed on an occasion



Heavy Drinking

For women, 8 or more drinks per week



For men, 15 or more drinks per week



Any alcohol use by pregnant women



Any alcohol use by people younger than 21



If you choose to drink, do so in moderation.

DON'T DRINK AT ALL if you are younger than 21, or if you are or may be pregnant, or if you have health problems that could be made worse by drinking.

FOR WOMEN, 1 drink or less in a day

FOR MEN, 2 drinks or less in a day



Or nondrinking

People who don't drink alcohol **SHOULD NOT START** for any reason. **DRINKING LESS** is better for health than drinking more.



Centers for Disease Control and Prevention
National Center for Chronic Disease Prevention and Health Promotion

CS 322004-A | MLS 322004-C 04/27/2021

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These are most often the result of binge drinking. Over time, excessive alcohol use can lead to the development of chronic diseases and other serious problems.

Short-term health risks

Injuries

- Motor vehicle crashes
- Falls
- Drownings
- Burns

Violence

- Homicide
- Suicide
- Sexual assault
- Intimate partner violence

Alcohol poisoning

Reproductive health

- Risky sexual behaviors
- Unintended pregnancy
- Sexually transmitted diseases, including HIV
- Miscarriage
- Stillbirth
- Fetal alcohol spectrum disorders



Long-term health risks

Chronic diseases

- High blood pressure
- Heart disease
- Stroke
- Liver disease
- Digestive problems

Cancers

- Breast
- Mouth and throat
- Liver
- Colon and rectum
- Esophagus
- Voice box

Learning and memory problems

- Dementia
- Poor school performance

Mental health

- Depression
- Anxiety

Social problems

- Family problems
- Job-related problems
- Unemployment

Alcohol use disorders

[cdc.gov/alcohol](https://www.cdc.gov/alcohol)

CONTROLLED DANGEROUS SUBSTANCES: *their Uses and Effects*

	DRUG NAME	STREET DRUG NAME	METHODS OF USE
<p>CANNABIS - is the most widely used illicit drug. Its main active chemical is delta-9 tetrahydrocannabinol or THC. It is psychologically addictive and long term use leads to Amotivational Syndrome.</p>	Marijuana	Weed, pot, grass, joints, bong hits	Smoked or Ingested
	Hashish	Hash, hash oil	Smoked or Ingested
<p>DEPRESSANTS - slow down the central nervous system and all body functions. Depressants cause euphoria and calm, and they decrease inhibitions. Because they are highly addictive, withdrawal is painful.</p>	Alcohol	Beer, wine, distilled spirits	Ingested
	Benzodiazepines	Xanax, Valium, Halcion, BZD's, benzos	Ingested
	Barbiturates	Luminal, Seconal, Barb, downers	Ingested
	Rohypnol	Roofies, forget-me-pill	Ingested or snorted
	GHB (Gamma Hydroxybutyrate)	Grievous bodily harm, G, liquid X	Ingested
<p>STIMULANTS - speed up the brain and the body. They cause temporary excess energy, a false sense of power and erratic behavior. They are rapidly addicting.</p>	Cocaine/Crack	Coke, blow, crack, rock	Snorted, smoked or injected
	Amphetamines	Speed, uppers, cross-tops	Ingested
	Methamphetamines	Meth, crystal, speed, crank, ice	Snorted, smoked or injected
	MDMA (Methylene Dioxy Methamphetamine)	Ecstasy, X, XTC, the club drug, the love drug, rolls, Adam, the hug drug, lovers' speed	Ingested

	PSYCHOLOGICAL/ PHYSICAL EFFECTS	LONG TERM EFFECTS	OVERDOSE
CANNABIS <i>(cont.)</i>	Poor concentration Short-term memory loss Anxiety Increased appetite	Psychological addiction Impaired memory Low motivation Lung or oral cancer	No single use of cannabis will cause overdose. Damage occurs over use.
DEPRESSANTS <i>(cont.)</i>	Disorientation Poor coordination Slurred speech Headache Nausea, vomiting & diarrhea Unconsciousness	Addiction Sleep disturbances Brain damage Heart disease Liver disease Cancers Death	Unconsciousness Slowed heart rate Brain damage Liver failure Coma Seizures Death
STIMULANTS <i>(cont.)</i>	Increased alertness False sense of power Hallucinations (MDMA) Itchy skin Compulsive tooth grinding Nausea Insomnia	Addiction Nasal damage (Cocaine) Tooth decay Heat stroke (MDMA) Liver and kidney damage Brain damage Heart failure	Elevated body temperature Dehydration (MDMA) Hallucinations Heart failure Stroke Death

	DRUG NAME	STREET DRUG NAME	METHODS OF USE
<p>NARCOTICS - also called opioids, are derived from opium poppy. Narcotics block pain, produce euphoria, and are highly addictive.</p>	Heroin	Dope, smack, stuff, horse, junk	Injected, snorted or smoked
	Morphine	Roxanol, Duramorph, M, Miss Emma	Injected, ingested or smoked
	Prescription pain relievers	Vicodin, codeine, Percodan, Demerol, OxyContin, oxy, oxycotton, percs, hillbilly heroin	Injected, ingested or snorted
<p>HALLUCINOGENS - or psychedelic drugs, cause users to see, hear, and sense things that do not exist. Today's users include young teens, high school students, and "rave" dance party-goers.</p>	LSD	Acid, microdot, blotter, tabs	Ingested
	Ketamine	Special K, vitamin K, cat tranquilizers	Ingested, snorted or injected
	Mescaline/Peyote	Buttons	Ingested
	PCP (Phencyclidine)	PCP, angel dust, super weed, killer weed	Ingested, smoked or injected
	Psilocybin/Psilocyn Mushrooms	Mushrooms, shrooms	Ingested
<p>INHALANTS - include hundreds of ordinary household products and medical gases. Abusers concentrate their fumes and inhale them to feel intoxicated. Abusers tend to believe that the products are safe. They cause major organ and tissue damage.</p>	Adhesives, solvents, aerosol sprays, medical gases	Poppers, snappers, huffing, glue, laughing gas, rush	Sniffing or inhaling
<p>ANABOLIC STEROIDS - are related to male hormone testosterone, enhance muscle repair, endurance and strength</p>	Anadrol, Depo-Testosterone, Equipoise, and many others	Roids, juice, sauce, slop, gym candy, stacking	Injected, ingested or applied to the skin

	PSYCHOLOGICAL/ PHYSICAL EFFECTS	LONG TERM EFFECTS	OVERDOSE
NARCOTICS <i>(cont.)</i>	Confusion Drowsiness Blocked pain messages Slowed breathing and heart rates Nausea and vomiting Itching Constipation	Addiction Insomnia Arthritis Increased risk of HIV/AIDS and hepatitis Possible death	Loss of concentration Tremors Slow, shallow breathing Clammy skin Convulsions Coma Death
HALLUCINOGENS <i>(cont.)</i>	Sensing imaginary things Anxiety Nausea Sense of indestructibility (PCP) Chills and sweating Trembling Elevated body temperatures	Depression Memory loss (PCP) Speech difficulties (PCP) Flashbacks Violence Psychosis Amnesia	Depression Irrational behavior Violence Psychosis Delirium Amnesia
INHALANTS <i>(cont.)</i>	Headaches Nausea and vomiting Red or blistered nose and mouth Limb spasms Lost control of bladder and bowels	Damaged senses Muscle weakness Nerve damage Blood disease Damage to brain, liver and kidneys	Death by asphyxiation/suffocations Death by sudden heart failure
ANABOLIC STEROIDS <i>(cont.)</i>	Poor concentration Aggression Acne and rashes Headaches Nausea, vomiting and diarrhea Bone pain/muscle cramps	Aggression Poor blood clotting Heart attacks Liver and kidney cancer Stunted growth Deformed genitals	Swelling Elevated blood pressure Convulsions

HEROIN & OPIOID PREVENTION AWARENESS POLICY

Background and Purpose

Pursuant the epidemic of heroin and opioid-related deaths in the state, the Maryland General Assembly passed legislation which was signed into law by the Governor who had declared a state of emergency; the law requires all Maryland institutions of higher education receiving state funding to adopt and implement policy to provide heroin and opioid addiction and prevention awareness training to incoming students and to provide training and materials for use in emergency overdose situations.

Policy

I. Scope of the Policy

This policy applies to all incoming students, specific college officials, and campus locations. Off campus teaching sites are exempt.

II. Student Training

Allegany College of Maryland will provide in-person heroin and opioid addiction and prevention awareness training to all incoming, full time students. Where in-person training is impracticable, the College will provide electronic heroin and opioid addiction and prevention awareness training. Participation in the training by incoming, full time students is required.

Allegany College of Maryland will provide alert and education resources to all incoming, part time students regarding heroin and opioid addiction and prevention.

III. Employee Training and Emergency Response

Allegany College of Maryland will obtain and store Naloxone or other overdose-reversing medication to be used in an overdose emergency situation.

Allegany College of Maryland will provide training for campus police or other designated personnel on how to recognize the symptoms of an opioid overdose.

Allegany College of Maryland will adopt procedures for the administration of Naloxone or other overdose-reversing medications.

Allegany College of Maryland will adopt proper follow-up emergency procedures.

Except for any willful or grossly negligent act, campus police or other designated personnel who have been trained and who respond in good faith to the overdose emergency of a student may not be held personally liable for any act or omission in the course of responding to the emergency.

Allegany College of Maryland will annually report to the Maryland Higher Education Commission each incident that required the use of naloxone or other overdose-reversing medication.

IV. Changes

Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.

Intervention & Referral

Cumberland Campus

As noted in the policy sections above, the College encourages and supports treatment for alcohol and drug abuse. Early intervention and referral services will be provided to employees by the Employee Assistant Program (EAP) and to students by the Student Counseling Program which provide free short-term counseling. (Off-site counseling and on-site counselor contracts are renewed annually as permitted by budgets.) In addition to sharing informational brochures provided by local treatment resources, the College also maintains a list of medical and mental health providers for referrals. This information is available to students and employees. Professional development opportunities for staff and faculty may be offered so that employees and students with substance abuse problems can be identified and helped. See the Prevention Program information elsewhere in this booklet for details.

Intervention

When any person has concerns that a student is impaired on campus or abusing substances, the College will take appropriate action for the health and safety of the suspected individual as well as the campus community. If there is reason to believe a student has a substance abuse problem or may need help with alcohol/drugs, outreach will occur. An appropriate College Official will contact the student for a conversation about the situation. Where indicated, the student will be referred for education, qualified assessment, and/or treatment. This conversation and any subsequent follow-up shall be conducted privately and respectfully. If there is reason to believe a student is impaired while on campus, immediate action is required. An appropriate College Official will contact the student and conduct an assessment of impairment. If it is determined that the student is impaired, the student must leave campus. The College Official will assist the student in contacting a third party to provide transportation to the student's home. This encounter and any subsequent follow-up (including but not limited to a wellbeing check, referral for needed services/treatment, and/or appropriate disciplinary action) shall be conducted privately and respectfully.

Community Resources

Allegany College of Maryland is committed to supporting students when life sometimes gets in the way. At times students may find that additional assistance or support with food, housing, medical treatment, mental health services, etc. is needed. In an effort to see that students' needs are met, ACM can guide those in need in the right direction by providing resources that are available within our community that may be beneficial.

Our local community also cares deeply about addiction treatment; as a community college, ACM supports and partners with these endeavors.

Outpatient Addiction Services

ADAC (Alternative Drug & Alcohol Counseling) – 301-729-0340

“ADAC has developed a drug and alcohol program which provides quality and supportive service to those individuals, families and significant others who are in need of understanding their substance abuse or those of others.” Individual, group, couples, and family counseling is available.

Allegany County Health Department (ACHD)

Outpatient Addiction Services: 301-759-5050

ACHD provides Individual, group, and family therapy, continuing care after traditional treatment ends, peer support, walk-in services, and more!

Cumberland Treatment Center – 301-687-0940

Cumberland Treatment Center provides therapeutic interventions, safe medications, and individual & group therapy for those struggling with an opioid addiction.

LaVale Medical Center – 240-362-7294

LaVale Medical Center provides Addiction Counseling to those who are struggling with an addiction.

OUTREACH – 800-271-6407

Outreach meets their patients where they are at in their recovery process by providing Addiction Medicine and Medication Assisted Treatment along with Addiction Counseling.

Prescribe Change: 301-759-5050

Prescription and medication drop boxes are located throughout Allegany County to allow for easy and safe disposal of medications.

UPMC Western Maryland Outpatient Behavioral Health Services – 240-964-8585

UPMC-WM Outpatient Behavioral Health Services provides medication-assisted treatment along with therapy services for treatment of opioid addiction. They offer group or individual therapy, medication management, case management, and coordinator with other treatment providers.

Western Maryland Recovery Services – 301-724-1144

Western Maryland Recovery Services provides Outpatient Drug Rehab to those struggling with an opioid addiction.

Inpatient Addiction Services

Allegany Halfway House – 301-777-2497

The House helps individuals learn (or relearn) the necessary skills to rejoin society without the use of substances. Average length of stay is 3 to 6 months. The House provides individual, family, and group counseling, self-help meetings, life skills training, and more.

Joseph S. Massie Unit – 301-777-2285

The Massie Unit is an inpatient treatment facility for adults experiencing the devastating effects of alcoholism and other substance use disorders. Length of stay is individualized, but averages 21 days. The Joseph S. Massie Unit is located at the Finan Center. Individual, family and group counseling, alcohol and drug education and much more are available.

UPMC Western Maryland Center for HOPE and Healing – 240-362-7588

The Center for Hope and Healing is a residential crisis service facility that provides support for adults with addictions/substance abuse (and behavioral health issues). Being staffed 24/7 with nursing and behavioral health providers allows patients to have the help and support they need around the clock. Patients stay on average about 10 days with an option to extend the stay 10 more days. (Provider referral is required.)

UPMC Western Maryland Inpatient Behavioral Health Services – 240-964-2200

UPMC-WM Inpatient Behavioral Health Services is a 17 bed inpatient unit for medically-necessary detoxification services. Daily therapeutic group sessions, medication, family meetings, linkage to community resources and much more are provided.

Hotlines:

Al-Anon: 800-356-9996

Drug Helpline: 1-844-289-0879

Recovery Centers of America: 833-321-1143

SAMHSA (Substance Abuse and Mental Health Services Administration) – 1-800-622-HELP (4357)

Suicide Prevention Helpline: 1-800-273-8255

UPMC Crisis Hotline: 240-964-1399

Western Maryland Intergroup of Alcoholics Anonymous – 301-722-6110

ACM's Student Support Coordinator participates in both the Frostburg Coalition and Allegany County's Drug & Alcohol Abuse Council, both of which are dedicated to addressing the importance of reducing and preventing (underage) alcohol and substance abuse through prevention programs, media campaigns, presentations, and trainings, within our local community.

Counseling Program

Allegany College of Maryland offers comprehensive counseling services for its students and employees – free of charge.

Personal Counseling:

Allegany College of Maryland contracts with UPMC-WESTERN MARYLAND (Cumberland) to provide counseling to individual students in two convenient locations: on campus in the Nurse Managed Wellness Clinic, Allied Health-115, and at UPMC Outpatient Therapy Services, Medical Arts Suite 380. Any eligible student is entitled to receive counseling for any mental health issues with which s/he needs assistance. Employees are also eligible to receive counseling. Counselors are also available for urgent and crisis situations. Couples and family counseling are also available. All services provided by UPMC-WM are completely confidential and provided by qualified, licensed mental health professionals. To learn more, email rgibson@allegany.edu or call 301-784-5206

Students attending the Allegany College of Maryland Bedford County Campus are eligible to receive professional counseling services through the Student Crisis Intervention Program provided by Bedford-Somerset Developmental and Behavioral Health Services. The student is entitled to receive up to five counseling sessions, paid for by the College, during the school year beginning July 1 and ending June 30. The student should contact the Bedford County Campus Student Services office at 814-652-9528, extension 6200.

Additional On-Site Support:

The office of Student & Legal Affairs' Student Support Coordinator & Operations Specialist provides the following services on campus: conduct an intake/screening for students in crisis, with a mental health need, or experiencing a personal problem/concern to determine the student's need(s); provide immediate mental health support; provide appropriate information about mental health, college services, community services, and otherwise assist with urgent problem-solving; encourage students to obtain personal counseling from a qualified mental health provider if such follow-up is therapeutically indicated; provide education/outreach to students, faculty, and staff; confer with faculty and staff about students who may need mental health support and about student mental health generally; coordinate Ix3 Team referrals and meetings as needed/requested; provide Clery-mandated statistics and end of year report annually; assist with management of the Student Counseling Program including distributing information, tracking usage of online screening tools, and aiding off-site counseling partner(s). Students who need personal counseling will be referred to our contracted provider, UPMC-Western Maryland, or to a mental health provider of their choosing.

Family Crisis Resource Center:

Allegany College of Maryland has partnered with the Family Crisis Resource Center (Cumberland) to provide easily accessible domestic violence and sexual assault support services to students. FCRC is a non-profit, nongovernmental sexual assault and domestic violence victim services organization. FCRC is available by appointment and in emergencies to help any student [or employee]. All FCRC services are free. FCRC can be reached by calling (301) 759-9244

Mental Health First Aid

Mental Health First Aid Training is a nationally recognized program that teaches the basic knowledge and skills of understanding and responding to students in distress or in a crisis. College employees who have completed the training receive a Koala sticker to place on their desk or office door so they can easily be identified. Students who find themselves in a Mental Health crisis are encouraged to **look for the Koala!**

Screening for Mental Health

Allegany College of Maryland has registered with Mindwise to offer online screening programs for depression, generalized anxiety disorder, PTSD, bipolar disorder, alcohol/drug use disorders, and eating disorders. These free personal assessments can be completed by any student from any internet connection; if the results indicate treatment or services may be needed, the student will be given appropriate referral information. To take your free online screening today, visit <https://screening.mentalhealthscreening.org/allegany>

Outreach & Special Programs

ACM's Student Support Coordinator works with various campus and community partners to organize programs and events to raise awareness and educate students throughout the year. Students are strongly encouraged to monitor their student email, ACM social media, campus message boards, and other communication platforms for information and scheduling. Students are welcome to make suggestions about programs or campus activities.

Mandatory Heroin & Opioid Training:

All new students are required to complete an educational module about heroin and opioids. It is a simple module found on Brightspace as part of the new student orientation framework. You must self-enroll and complete the module. Please monitor your student email for additional details.

Emergencies:

Any person who witnesses a medical or mental health emergency requiring immediate intervention should **CALL 911 AND THEN CALL CAMPUS SECURITY @ x5555**. Health and safety are too important to hesitate, and you do not need permission to call 911. (NOTE: ACM does not provide transportation and/or hospitalization costs.)

Maryland Crisis Connect: 1-800-422-0009 / 1-866-411-6803

Or you can Dial 211 (select option 1) for crisis help or resources

National Suicide Prevention Lifeline: 1-800-273-TALK (8255)

Crisis Text Line: Text "HOME" to 741741 (Free/confidential)

Doctors on Demand <https://www.doctorondemand.com/>

National Domestic Violence Hotline 1-800-799-7233

RAINN (Rape, Abuse, and Incest Natl. Network) 1-800-656-4673

ALCOHOL AND DRUG POLICY

Background and Purpose

Allegany College of Maryland supports the efforts of the State of Maryland and the United States to provide workplaces and learning centers free of illicit drug use and free of unlawful alcohol use. The College supports and complies with the Federal Drug-Free Workplace Act of 1988, the Federal Drug-Free Schools and Communities Act Amendments of 1989, and drug and alcohol abuse policies of the Maryland Higher Education Commission.

It is the College's intention to provide and maintain a work environment for employees and students that is drug-free, healthful, safe, and secure. When any person is on College property and/or participating in a College-sponsored or College-sanctioned activity, the person is expected to be free of any illegal drugs/alcohol and capable of fulfilling their responsibilities unimpaired by any substance. Although the College recognizes drug/alcohol dependency as an illness and a major health problem affecting society, it also recognizes drug use and activity as a potential health, safety, and security problem. Students and employees requiring assistance in dealing with drug or alcohol abuse or dependency are encouraged to seek treatment.

Policy

I. Scope of the Policy

This policy applies to all students, faculty, staff, third party vendors, contracted personnel, and campus visitors. This policy applies on all campuses, instructional sites, and any property owned or managed by Allegany College of Maryland including – but not limited to – buildings, parking lots, access roads, vehicles, and fields/lawns. The words “on campus” encompass all such properties. This policy also applies to privately owned vehicles operated, idling, or parked on campus. This policy applies to any College-sponsored or College-sanctioned activity or event.

II. Prohibited Acts

- Allegany College of Maryland prohibits the unlawful possession, use, and distribution of illicit drugs and/or alcohol.
- Alcohol is not permitted on campus unless approved in advance by the College President as indicated in Section III below.
- Drug paraphernalia is not permitted on campus unless approved in advance by the College President as indicated in Section III below.
- No person is permitted on campus impaired by the use of drugs and/or alcohol.
- No person is permitted to participate in a College-sponsored or College-sanctioned activity or event impaired by the use of drugs and/or alcohol.
- No person is permitted to operate a vehicle or machinery on campus or as part of a College-sponsored or College-sanctioned activity impaired by the use of drugs and/or alcohol.

III. Permitted Acts

This policy may not be construed to prohibit any person from possessing or using prescription medication or other lawful substances as directed by a qualified health care provider if the person is not impaired and subject to the provisions in Section IV below.

With approval by the College President, substances otherwise prohibited by this policy may be brought onto campus for bona fide educational, institutional, medically necessary purpose. Credit and non-credit academic programs that explicitly incorporate alcohol into courses or clinical experiences are permitted to use alcohol with reasonable health and safety restrictions as well as compliance with legal requirements.

IV. Prescription Medications and Other Medical Products, Substances

Any person who has a medication, medical product, or substance authorized by a qualified health care provider is permitted to possess and/or use the medication while on campus and/or while participating in a College-sponsored or College-sanctioned activity or event under the following conditions:

- The medication, product, or substance is prescribed or issued to the person possessing/using it.
- The medication, product, or substance is being taken as prescribed or directed.
- The medication, product, or substance is in its original prescription bottle/container or the person can promptly produce the bottle/container.
- The person is not impaired.

Regardless of state laws/regulations, any person who has a medical marijuana card is not permitted to smoke marijuana on campus, on any property owned/managed by the College, or in any College-sponsored or College-sanctioned activity or event pursuant to the College's Tobacco-Smoking Policy.

V. Other Provisions

Nothing in this policy shall be construed to prevent a student or employee from using College services including counseling program(s) and/or employee benefits to seek treatment. The College encourages any person who is abusing or addicted to drugs and/or alcohol to seek treatment.

Certain student financial aid awards may only be made if the student is willing to certify or pledge that s/he will not engage in unlawful activities with regard to drugs and alcohol.

The Family Educational Rights Privacy Act permits the parental notification of students who are found responsible for a drug or alcohol violation under the Code of Student Conduct.

Students, faculty, and staff who engage in lawful alcohol activity off-campus are urged to use good judgement and to avoid any activity that would endanger themselves or others or that would violate local, state, or federal law. The Code of Student Conduct applies off campus.

Nothing in this policy shall be construed to create a duty of care for the College to prevent any person from violating this policy or otherwise possessing or using drugs and/or alcohol.

Application of this policy may directly or indirectly require the application of other institutional policies; nothing in this policy shall be construed to prohibit the application of related policies which include, but are not limited to the policies listed here. If the application of this policy conflicts with the application of another institutional policy, the College will make a good faith effort to comply with all mandates; however, the Code of Student Conduct shall take precedence unless otherwise required by law. Related policies: Heroin and Opioid Prevention Awareness Policy, Tobacco/Smoking Policy, Sexual Misconduct and Sex Discrimination Policy (Title IX),

Safety Risk Policy, HR policies, Personal Electronic Account Privacy Protection Policy, FERPA Policy, and First Amendment Policy.

VI. Enforcement

All students, faculty, and staff share in the responsibility for adhering to and enforcing this policy. Any person with information about drug or alcohol use that violates this policy by any person should report it promptly to Campus Safety/Special Police, the Dean of Student & Legal Affairs, or other appropriate College Official. Reports should be made immediately or as soon after an incident as possible. Reports may be made anonymously. The College will assist any person needing assistance to make a report or complaint.

A person engaging in act(s) prohibited by this policy will be promptly directed to cease and desist; a person who is impaired will be safely removed from the campus or activity. The person may then be referred for an assessment, treatment, and/or enforcement as described below.

Criminal act(s) may be reported to law enforcement for criminal investigation/prosecution, and the College has discretion to pursue a criminal charge(s) via local court. Nothing in this policy shall be applied or interpreted to restrict or interfere with any police investigation, criminal prosecution, or civil legal action initiated by law enforcement or third parties.

In addition to criminal and court processes, the policy is enforced internally.

- Enforcement for students enrolled in a course(s) offering college credit is via the Code of Student Conduct; if found responsible for violating this policy, sanctions will be imposed, and possible sanctions range from censure to probation to suspension to dismissal.
- Enforcement for faculty and/or staff is via the College HR Manual including sanctions/penalties described therein.
- Enforcement for students enrolled in non-credit, non-blended course(s) is via the Safety Risk Policy. They may be asked to leave College property, removed from the class(es), and may not be permitted to return or reenroll in future classes. Individuals can be banned from campus. In some cases (depending on course structure and enrollment status), enforcement for non-credit students may be via the Code of Student Conduct.
- Enforcement for third party vendors, contracted personnel, and campus visitors is via the Safety Risk Policy. They may be asked to leave College property and may not be permitted to return. Individuals can be banned from campus. Enforcement for individuals who fit more than one category may be via any/all applicable processes.
- Enforcement for residents of Willowbrook Woods is via the Code of Student Conduct, Housing Guide, contraband list, and fee/fine schedule.

VII. Prevention Program

Allegany College of Maryland shall have a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. The program shall include the following components:

- Publication of the “Alcohol & Drug Abuse Resource Manual for Students, Faculty, and Staff”
- The Resource Manual shall contain
 - > Information about the health risks associated with alcohol and drug use;
 - > Information about prevention, resources, and treatment;

-
- > College information, standards, and consequences related to alcohol/drug use; and
 - > Sanctions/penalties for violating policy or federal, state, and local law/regulations;
 - Annual notification of where students, faculty, and staff can obtain this information
 - Biennial review of the program's effectiveness; and
 - Biennial review of consistent enforcement of sanctions.
 - Heroin & Opioid Prevention Awareness Policy and related Procedures

VIII. Procedures

Allegany College of Maryland shall adopt necessary procedures to implement this policy.

IX. Changes

Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.

Criminal/Legal Consequences

TYPE OF DRUG	MAXIMUM PENALTIES FOR POSSESSION	MAXIMUM PENALTIES FOR DISTRIBUTION, MANUFACTURE AND POSSESSION IN SUFFICIENT QUANTITY TO INDICATE AN INTENT TO DISTRIBUTE
Marijuana, Hashish, Marijuana Derivatives Paraphernalia	See detailed information in separate section below.	See detailed information in separate section below.
Cocaine	4 years and/or \$25,000 misdemeanor	20 years and/or \$25,000 felony
Heroin	4 years and/or \$25,000 misdemeanor	20 years and/or \$25,000 felony
Phencyclidine (PCP)	4 years and/or \$25,000 misdemeanor	20 years and/or \$25,000 felony
Any substance classified in Schedule I or II which is a narcotic	4 years and/or \$25,000 misdemeanor	20 years and/or \$25,000 felony
Any other controlled dangerous substance classified in Schedule I, II, III, IV, or V	4 years and/or \$25,000 misdemeanor	5 years and/or \$15,000 felony

Marijuana Mandatory Minimums

Maryland has mandatory minimum sentences for:

1. Repeat offenders who have been convicted of possession to distribute on 2 or more occasions (2 years).
2. Repeat offenders who have previously been convicted of possession with intent to distribute within 1,000 ft. of a school on 2 or more occasions (5 years).
3. Any offender convicted of possessing 50 pounds or more of marijuana, including any acts of possession within the last 90 days (5 years).
4. Any offender convicted of being a “drug kingpin” who dealt in more than 50 pounds of marijuana (20 years).
5. Any offender who is in possession of a firearm at the time they are arrested for trafficking marijuana into MD (10 years)

Marijuana, Hashish, Marijuana Derivatives, and Paraphernalia

Possession			
Personal Use			
Less than 10g	Civil Offense	None	\$100
10g - less than 50 lbs	Misdemeanor	1 year	\$1,000
50 lbs or more	Felony	5 years*	\$100,000
<i>Offenses involving the use of marijuana in public carries a civil fine of up to \$500 Increased fines for subsequent offenders</i>			
With intent to distribute			
Less than 50 lbs	Felony	5 years	\$15,000
50 lbs or more**	Felony	5 years*	\$15,000
More than 50 lbs (drug kingpin)	Felony	20* - 40 years	\$1,000,000
In a school vehicle, or in, on, or within 1000 feet of an elementary or secondary school	Felony	20 years	\$20,000
Subsequent violation	Felony	5* - 40 years	\$40,000
Involving a minor	Felony	20 years	\$20,000
<i>*Mandatory minimum sentences. See below for details. **Subsequent offense carries a mandatory minimum sentence of 2 years.</i>			
Trafficking			
More than 5 - less than 45 kg	Felony	10 years	\$10,000
45 kg or more	Felony	25 years	\$50,000
In possession of a firearm while trafficking	Felony	5* - 20 years	N/A
<i>*Mandatory minimum sentence. See below for details.</i>			
Hash & Concentrates			
Penalties for hashish are the same as for marijuana. Please see the marijuana penalties section for further details.			
Paraphernalia - includes all equipment and materials used in the use, manufacture, or distribution			
Sale/Advertising distribution of drug paraphernalia	Misdemeanor	None	\$500
Possession of drug paraphernalia	Civil Offense	None	\$0
Subsequent violation	Misdemeanor	2 years	\$2,000
Selling to a minor who is at least 3 years younger	Misdemeanor	8 years	\$15,000
Possession/Sale controlled paraphernalia	Misdemeanor	1 year	\$1,000
<i>Paraphernalia includes all equipment & materials used in the use, manufacture, or distribution of marijuana.</i>			

Graphic adopted from <http://norml.org/laws/item/maryland-penalties-2> solely for its read-ability ; use of this graphic shall not be construed as an endorsement of the views or positions adopted by the organization.

Additional Alcohol and Drug Offenses

DUI CONVICTIONS Driving under the influence of Alcohol	1st Offense	2nd Offense	3rd Offense
Jail	Up to 1 year	Up to 2 years	Up to 5 years
Fines	Up to \$1,000	Up to \$2,000	Up to \$5,000
License Suspension	Up to 6 months	Up to 9 months	Up to 12 months

Having a passenger under 18 years of age at the time of a DUI offense can add up to \$1,000 in fines and up to one year in jail to the existing penalties.

DWI CONVICTIONS Driving while Impaired by Alcohol	1st Offense	2nd Offense	3rd Offense
Jail	Up to 2 months	Up to 1 year	Up to 5 years
Fines	Up to \$500	Up to \$500	Up to \$5,000
License Suspension	Up to 6 months	Up to 9 months	Up to 12 months

An impaired driver who was transporting a minor passenger will face a maximum of one year in jail and \$1,000 in fines for a first offense and a maximum of two years in jail and \$2,000 fine for a second offense.

<https://dui.drivinglaws.org/maryland.php>

Possession of Alcoholic Beverages by Persons Under the Age of 21	1st Offense	Repeat Offense
Fines	Up to \$500	\$1,000

This is a civil citation, not a criminal offense.

<https://mva.maryland.gov/drivers/Pages/maryland-impaired-driving-laws.aspx>

DUID CONVICTIONS Driving under the influence of drugs	1st Offense	2nd Offense	3rd Offense
Jail	Up to 2 months	Up to 1 year	Up to 5 years
Fines	Up to \$500	Up to \$500	Up to \$5,000
License Suspension	Up to 6 months	Up to 9 months	Up to 12 months
DWID CONVICTIONS Driving while impaired by Drugs	1st Offense	2nd Offense	3rd Offense
Jail	Up to 1 year	Up to 2 years	Up to 4 years
Fines	Up to \$1,000	Up to \$2,000	Up to \$5,000
License Suspension	Up to 6 months	Up to 9 months	Up to 12 months

<https://dui.drivinglaws.org/resources/driving-under-the-influence-of-drugs-in-maryland.html>

POINTS	1st Offense	Repeat Offense
Points for DUI	12 points & license may be revoked for up to 6 months.	12 points & license may be revoked for up to one year.
Points for DWI	8 points & face a 6 month license suspension.	8 points & face a license suspension of 9 to 12 months.
Points for DUI CDS	8-12 points & license may be suspended or revoked.	

This is a civil citation, not a criminal offense.

<https://mva.maryland.gov/drivers/Pages/maryland-impaired-driving-laws.aspx>

MARYLAND DRIVER'S LICENSE: *Consequences for Alcohol/Drugs*

In addition to the criminal sanctions for motor vehicle offenses, the MVA can take the following administrative actions:

POINTS:

- DWI- 12 points- possible suspension or revocation by MVA for up to 6 months
- DUI- 8 points- possible suspension
- DUI Drug/Alcohol – 8 points
- DUI CDS- 12 points

Restricted License Under Age 21

MVA shall impose on anyone under the age of 21 alcoholic restrictions on 0.02 or more as determined by an analysis by the person's blood or breath. Under age of 21, if the alcohol content is 0.02 or above in the system, the license could be suspended or revoked.

CODE OF STUDENT CONDUCT

Policy summary:

Students enrolling at the College assume an obligation to conduct themselves in a manner compatible with the College's function as an educational institution and community partner. Conduct shall be consistent with the College's Core Values: Respect, Integrity, Opportunity, Wellness, and Quality. Each student is presumed to have fundamental knowledge of proper conduct, and each student shall be presumed to have read the Code of Student Conduct; ignorance of its provisions shall not be a defense to violating them. The actions/behaviors prohibited the Code of Student Conduct are not exhaustive, since every possible action/behavior cannot be foreseen by College officials, and the College reserves the right to supplement the standards of conduct at any time with notice to the students.

Key Principles:

1. The Code of Student Conduct applies to all students upon enrollment to a credit course.
2. Students are required to follow the Code of Student Conduct and College policies as well as all federal, state, and local laws. The Code of Student Conduct prohibits offenses against persons, property, health/safety, peace/order, hate-bias, housing regulations, and laws.
3. Acts of misconduct should be reported. Acts of misconduct that are also crimes should be reported to law enforcement. ACM's Campus Safety/Special Police is available to take reports from any person.
4. Upon receiving a report of alleged misconduct, the Dean of Student & Legal Affairs will determine if disciplinary action shall be initiated. A Hearing Officer shall be assigned. If the accused student presents a danger to any person or the campus, the student may be suspended pending resolution of the case.

5. Students are entitled to written notice of the allegation(s), the Conduct violation(s) they are alleged to have committed, a hearing to tell their side of the story, and written notice of the findings. Findings include whether the student has been found responsible for any violation(s) and, if so, what the consequence (or sanction) will be. No student shall be presumed responsible unless/until proven responsible; the standard of proof is preponderance of the evidence. If responsible, the student will be sanctioned appropriately. Possible sanctions include Censure, Probation, Suspension, Dismissal, Expulsion (Willowbrook Woods residents only).
6. Appeals are limited and are reviewed by an Appeal Officer who shall be the Hearing Officer's immediate supervisor.
7. Notices are provided via student email; students are responsible for monitoring their email and following directions.
8. The Code of Student Conduct is an administrative process; proceedings non-legal in nature and are, therefore, not subject to the same rules, procedures, and standards of proof as legal proceedings.

What you need to do:

Do not commit any acts of misconduct. Period. If you are unsure what is permitted and what is not permitted, review the entire Code of Student Conduct (See below.) ACM is an educational institution that is learner centered, so we urge you to learn. Report any acts misconduct. (See below). Participate in any disciplinary matter for which you receive a notice (as victim, accused, or witness). Tell the truth. Do not retaliate against any person who reports and/or cooperates with an investigation.

Institutional Obligations:

Upon receiving a report of an alleged violation, the College will provide a prompt, equitable, reliable, and impartial investigation. The College will ~

- Take immediate and appropriate action to stop the behavior; to prevent a recurrence, and to remedy the effects of any misconduct that has occurred.
- Treat all persons with respect, dignity, and fairness.
- Follow all appropriate procedures as detailed in the Code of Student Conduct
- Encourage and support a report to local law enforcement for any criminal act; cooperate with any criminal investigation/prosecution.

Questions / Contact

The complete Code of Student Conduct may be found at www.allegany.edu/title-IX . If you have any questions or concerns or if you need to make a complaint, contact ACM's Dean of Student & Legal Affairs, Dr. Renee Conner in CC-12, by email at rconner@allegany.edu , or by phone at (301) 784-5206. In an emergency, call 911. Misconduct/Crimes may be reported to Campus Safety/ Special Police at (301) 784-5555 or 5252

FINANCIAL AID IMPLICATIONS

of Students Convicted of Possession or Sale of Illegal Drugs

Is it true that drug convictions might affect my ability to get federal student aid?

No; your eligibility won't be suspended. Drug convictions no longer affect federal student aid eligibility. When you complete the FAFSA form, you will be asked whether you had a drug conviction for an offense that occurred while you were receiving federal student aid. If the answer is yes, you will be provided a worksheet. Please do answer the questions on the worksheet; however, your answers won't affect your federal student aid eligibility.

Related Information

Biennial Review

Allegany College of Maryland will conduct a biennial review of its prevention program. Key components of this review shall include statistics (ie., alcohol & drug-related violations as reported in the annual crime and fire safety report), disciplinary sanctions, treatment referrals, online screening assessments, summary of any survey results. The goals of this biennial review are to assess effectiveness and to identify changes that would improve the program.

Allegany College of Maryland does not discriminate on the basis of age, ancestry/national origin, color, disability, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities.

For inquiries related to this policy, Title IX, and ADA/504, please contact:

Dr. Renee Conner
Dean of Student and Legal Affairs
Title IX Coordinator
ADA/504 Coordinator
301-784-5206 / rconner@allegany.edu