

# **DRUG AND ALCOHOL ABUSE**



**RESOURCE  
MANUAL**  
FOR STUDENTS,  
FACULTY & STAFF  
at Allegany  
College of  
Maryland

# **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**

# Introduction

**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 and Legal Affairs at 301-784-5206 or visit our office in College Center office 152.**



Allegany College of Maryland does not discriminate against students or prospective students for any reasons of race, sex, color, religion, national or ethnic origin, age, veteran's status, conditions of disability, or sexual orientation in admission, educational programs and activities, scholarship and loan programs, or any terms and conditions of enrollment. The college complies with applicable state and federal laws and regulations prohibiting discrimination

## **Allegany College of Maryland**

### **Alcohol and Drug Use Policy**

#### **Per Student Handbook**

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 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 a student is on campus, the student is expected to be in an appropriate mental and physical condition, free of any illegal drugs/alcohol and capable of fulfilling their daily duties. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance (as defined by the Controlled Substance Act 21 U.S.C. section 802 and further defined at 21 C.F.R. sections 1300.11-1300.15) and the unlawful possession or use of alcohol on College property or as part of any College-sponsored activities off-campus is absolutely prohibited. Any unlawful activity with controlled substances or alcohol while involved with a College activity, on or off the campus, will not be tolerated.

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 requiring assistance in dealing with drug or alcohol abuse or dependency are encouraged to seek counseling and/or medical assistance through the use of the College's health insurance plan, as may be appropriate, or through the Student Assistance Program which offers counseling and referral.

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

Violations of the Policy statement shall be immediately addressed by the College and may result in disciplinary action which could include expulsion. The College may also refer violations for criminal prosecution by civil authorities where circumstances warrant.

## **DRUG/ALCOHOL ABUSE POLICY PER EMPLOYEE HANDBOOK**

The College, like the State of Maryland, is dedicated in spirit and in law to a Drug-Free workplace. Pursuant to the requirements of the Drug-Free Workplace Act of 1988, Allegany College as an employer and as an educational institution, plans to continue to provide an environment conducive to both the performance of duties and to the learning experience by continuing to prohibit the manufacturing of, distribution of, dispersion of, possession of or use of a controlled substance on the premises. Allegany College's drug abuse policy focuses primarily on prevention through education, early intervention and providing referral services as needed.

### **A. Allegany College Employees**

1. Any intervention by a supervisor in a drug/alcohol related situation pertaining to a member of the College faculty/staff must be directly related with job performance or an on-campus problem arising from drug/alcohol abuse.
2. Due to the sensitive nature of drug/alcohol abuse problems, individuals suspected of substance abuse will be approached only by their immediate supervisor and only after reasonable cause has been shown. The employee will be approached in a caring manner and in an atmosphere of strict confidence. The availability of counseling will be discussed. The supervisor and/or Personnel Office may contact the Counseling Agency to confirm that the employee has made and kept the appointment.

### **B. Allegany College Students**

1. Intervention by an instructor/supervisor in a drug/alcohol related situation pertaining to a member of the College's student body, must be directly associated with the student's actions/performance in the classroom or an on-campus problem arising from drug/alcohol abuse.
2. Students suspected of substance abuse will be approached by the Instructor/supervisor in a caring manner and in an atmosphere of strict confidence. The student will be reported and processed according to the Student Disciplinary Policy as outlined in the Student Handbook. The student

will be referred to the counseling center associated with Allegany College of Maryland. The Dean of Student Services may contact the counseling agency to confirm that the student has made and kept the appointment.

## EDUCATION

Education will include periodic seminars, College courses, and brochures which describe the hazards of drug use and abuse. The student newspaper ("Accent on News"), the faculty and staff newsletter, and bulletin board posters will list phone numbers of agencies in the county which may be called for counseling services.

### Early Intervention and Referral

Early intervention and referral services will be provided to employees and students by the Employee Assistant Program (EAP). Free short-term counseling and referrals to agencies and private practitioners will be included. Training sessions for supervisors and faculty will be conducted so that employees and students with substance abuse problems can be identified and helped. Information pamphlets pertaining to drug/alcohol abuse will be included in the College registration materials for students and made available to College employees through the Personnel Office.

### Disciplinary Action

Disciplinary actions play a secondary role to education, counseling and guidance, however,

1. Should the offender be an employee of the College, the charges will be submitted in writing and signed by the person(s) make the charges, submitted to the appropriate administrator, and action taken will be in accordance with current disciplinary policy found in the Professional Staff Manual (See Dismissal) and the Support Staff Manual (See Disciplinary Action), whichever is appropriate.
2. If an employee found to be in violation of said policy refuses to cooperate with the College by using the Employee Assistance Program for counseling or referral, appropriate personnel action will be followed, which could include termination
3. In the event that use and/or abuse of drugs should occur on campus and the offender is a student, action will be taken in accordance with "Student Discipline for Violations of the Code of Student Conduct (See Student Handbook).

## **FINANCIAL AID IMPLICATIONS OF STUDENTS CONVICTED OF POSSESSION OR SALE OF DRUGS**

A federal or state drug conviction (but not a local or municipal conviction) can disqualify a student for FSA funds. The student self-certifies in applying for aid that he is eligible; you're not required to confirm this unless you have conflicting information.

Convictions only count against a student for aid eligibility purposes (FAFSA question 23c) if they were for an offense that occurred during a period of enrollment for which the student was receiving federal student aid—they do not count if the offense was not during such a period, unless the student was denied federal benefits for drug trafficking by a federal or state judge (see drug abuse hold sidebar). Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when she was a juvenile, unless she was tried as an adult.

The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

	<b>POSSESSION ILLEGAL DRUGS</b>	<b>SALE - ILLEGAL DRUGS</b>
<b>1st offense</b>	1 year from date of conviction	2 years from date of conviction
<b>2nd offense</b>	2 years from date of conviction	Indefinite period
<b>3+ offenses</b>	<b>Indefinite Period</b>	

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period. Schools must provide each student who becomes ineligible for FSA funds due to a drug conviction a clear and conspicuous written notice of his loss of eligibility and the methods whereby he can become eligible again.

A student regains eligibility the day after the period of ineligibility ends (i.e. for a 1st or 2nd offense); or when he or she successfully completes a qualified drug rehabilitation program that includes passing two unannounced drug tests given by such a program. Further drug convictions will make him ineligible again.

Students denied eligibility for an indefinite period can regain eligibility after completing any of the following 3 options:

- 1) Having the conviction reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record;

2) Successfully completing an approved rehabilitation program (as described below, which includes passing two unannounced drug tests from such a program); or

3) Completing two unannounced drug tests which are part of an approved rehab program (the student does not need to complete the rest of the program).

In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify to you that she has successfully completed the rehabilitation program; as with the conviction question on the FAFSA, you are not required to confirm the reported information unless you have conflicting information.

When a student regains eligibility during the award year, you may award Pell Grant, TEACH, and Campus-Based aid for the current payment period and Direct Loans for the period of enrollment.

#### STANDARDS FOR A QUALIFIED DRUG REHABILITATION PROGRAM

A qualified drug rehabilitation program must include at least two unannounced drug tests and satisfy at least one of the following requirements:

- Be qualified to receive funds directly or indirectly from a federal, state, or local government program.
- Be qualified to receive payment directly or indirectly from a federally or state-licensed insurance company.
- Be administered or recognized by a federal, state, or local government agency or court.
- Be administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

If you are counseling a student who will need to enter such a program, be sure to advise the student of these requirements. If a student certifies that he has successfully completed a drug rehabilitation program, but you have reason to believe that the program does not meet the requirements, you must find out if it does before paying the student any FSA funds.

## CONTROLLED DANGEROUS SUBSTANCES- THEIR USES AND EFFECTS

	DRUG NAME	STREET DRUG NAME	METHODS OF USE
<p><b>CANNABIS-</b> 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, bud, joints, bong hits	Smoked or Ingested
	Hashish	Hash, hash oil	Smoked or Ingested
<p><b>DEPRESSANTS-</b> 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, Barbs, downers	Ingested
	Rohypnol	Roofies, forget-me-pill	Ingested or snorted
	GHB (Gamma Hydroxybutyrate)	Grievous bodily harm, G, liquid X	Ingested
<p><b>STIMULANTS-</b> 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
	Methamphetamine	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

<b>PSYCHOLOGICAL/ PHYSICAL EFFECTS</b>	<b>LONG TERM EFFECTS</b>	<b>OVERDOSE</b>
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.
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
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

	<b>DRUG NAME</b>	<b>STREET DRUG NAME</b>	<b>METHODS OF USE</b>
<b>NARCOTICS-</b> also called opioids, are derived from opium poppy. Narcotics block pain, produce euphoria, and are highly addictive.	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
<b>HALLUCINOGENS-</b> 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.	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, smoke or injected
	Psilocybin/Psilocy n Mushrooms	Mushrooms, shrooms	Ingested
<b>INHALANTS-</b> 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.	Adhesives, solvents, aerosol sprays, medical gases	Poppers, snappers, huffing, glue, laughing gas, rush	Sniffing or inhaling
<b>ANABOLIC STEROIDS-</b> are related to male hormone testosterone, enhance muscle repair, endurance and strength	Anadrol, Depo-Testosterone, Equipoise and many others	Roids, juice, sauce, slop, gym candy, stacking	Injected, ingested or applied to skin

<b>PSYCHOLOGICAL/ PHYSICAL EFFECTS</b>	<b>LONG TERM EFFECTS</b>	<b>OVERDOSE</b>
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 consciousness Tremors Slow, shallow breathing Clammy skin Convulsions Coma Death
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
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
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

## **HEALTH RISKS ASSOCIATED ALCOHOL USE**

According to the Centers for Disease Control and Prevention, excessive alcohol consumption is the third leading cause of preventable death in the United States. Excessive drinking is defined as ***binge drinking***, which is the most common form of excessive alcohol consumption, and is defined as 4 or more drinks at a single occasion for a female, and 5 or more for males and ***heavy drinking***, which for women is consuming more than 1 drink per day and men consuming more than 2 drinks per day on average.

The health risks involved with both binge drinking and heavy drinking include both immediate and long term effects, however the immediate effects are more a cause from the binge drinking. Some of the immediate effects include:

- Violence-both domestic and child abuse
- Unintentional injuries from things like traffic accidents, drowning's, falls, burns, firearms accidents, etc.
- Risky sexual behavior- including sexual assault, unprotected sex and unplanned pregnancies
- Alcohol poisoning which results from a suppressed central nervous system
- Miscarriages and stillbirths
- Mental and Physical defects for babies that have survived the pregnancy

The long term risks of excessive alcohol consumption are more permanent in nature. These risks include Neurological, cardiovascular, and psychiatric problems. In addition, you are at an increased risk of getting cancers of the mouth, breast, liver and colon, are more prone to get liver diseases like alcoholic hepatitis, cirrhosis and Hepatitis C.

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	?? 1 year and/or \$1,000 misdemeanor ?? JOHN DID NOT KNOW THE ANSWER	5 years and /or \$15,000 felony
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

# ADDITIONAL ALCOHOL AND DRUG OFFENSES

## Motor Vehicle Offenses

- DWI- Driving While Intoxicated
  - 1<sup>st</sup> Offense- \$1,000 fine and/or 1 year in prison
  - 2<sup>nd</sup> Offense- \$2,000 fine and/or 2 years in prison
  - 3<sup>rd</sup> Offense- \$3,000 fine and/or 3 years in prison
  
- DUI- Driving Under the Influence
  - 1<sup>st</sup> Offense - \$500 fine and/or 2 month in prison
  - 2<sup>nd</sup> Offense - \$500 fine and/or 1 year in prison
  
- DWI/D & A- Driving While Intoxicated with Drugs and/or Drugs and Alcohol
  - \$1,000 fine and/or 1 year in prison
  
- DUI/CDS- Driving Under the Influence of Controlled Dangerous Substance
  - \$500 fine and/or 2 months in prison

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
- DUI- 8 points- possible suspension
- DUI Drug/Alcohol – 8 points
- DUI CDS- 12 points

## **ADDITIONAL ALCOHOL AND DRUG OFFENSES (Con't)**

### **Possession of Alcoholic Beverages by Persons Under the Age of 21**

- 1st Offense- a fine up to \$500
- Repeat Offense- a fine up to \$1,000

This is a civil citation not a criminal offense.

### **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.