

### **Substance Free Campus and Workplace**

The Drug-Free Schools and Communities Act amendments of 1989 (PL 101-226) require that as a condition of receiving funds, or any other form of financial assistance under any federal program, Northwest State Community College must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Northwest State Community College is opposed to the misuse of lawful drugs, the possession and use of unlawful drugs and the abuse of alcohol.

At a minimum, an institution of higher education must annually distribute the following in writing to all students and employees:

- A written statement about its standards of conduct that prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- A written description of legal sanctions imposed under Federal, state, and local laws and ordinances for unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and alcohol abuse;
- A description of any drug or alcohol counseling, treatment, and rehabilitation/re-entry programs that are available to students and employees; and
- A statement that the institution of higher education will impose disciplinary sanctions on students and employees for violations of the institution's codes of conduct and a description of such sanctions.

### **Standards of Conduct**

#### **3358:14-19-01 - Smoking and use of tobacco policy**

Northwest State Community College adopted a smoke-free and tobacco-free policy which prohibits the use of smoke and tobacco products on college property owned or controlled by the college. This policy applies to all campuses, employees, students, visitors, and contractors on its property or as part of any of its activities. The policy is as follows:

- a) **The board of trustees recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the non-user and is, therefore, of concern to the board.**
- b) **For purposes of this policy, "use of tobacco" shall mean all uses of tobacco, including cigar, cigarette, pipe, snuff, and other devices or process wherein the user ingests in a manner similar to cigar, cigarette, pipe, snuff (with or without tobacco and with or without nicotine), including but not limited to electronic cigarettes.**
- c) **In order to protect students and staff who choose not to use tobacco from an environment noxious to them, and because the board cannot, even by indirection, condone the use of tobacco, the board prohibits the use to tobacco on the college campus and in the fleet**

**vehicles at all times. Exceptions to this include personal vehicles and a designated area authorized by the campus.**

### **3358:14-3-21 - Drug-free Workplace**

Northwest State Community College has adopted a Drug-Free Workplace policy which prohibits the unlawful drug related activities, which include but are not limited to: the possession, use, manufacture, distribution, and/or dispensation of a controlled substance on college-owned or college-controlled property. This policy applies to all campuses, employees, students, visitors, and contractors on its property or as part of any of its activities. The policy is as follows:

- a) Northwest State Community College shall comply with the Drug-free Workplace Act of 1988 and the Drug-Free School and Community Act of 1989.**
- b) Northwest State Community College shall maintain a drug and alcohol prevention plan.**

**Employees** – If any employee of the college engages in any activities prohibited by the Drug Free Workplace Act and the Drug-Free School and Community Act, that employee may be subject to disciplinary action by the college in accordance with college policy and the bargaining unit agreements, as applicable.

**Student** – If any student engages in any activities prohibited by the Drug Free Workplace Act and the Drug-Free School and Community Act, that student may undergo disciplinary or remedial action, expulsion, and/or referral for prosecution under local, state, or federal laws.

### ***Student Code of Conduct***

The code of student conduct exists to advance the core missions of the College, promote a safe and secure educational environment, foster the academic and social development of students, and protect the persons, property, processes, and academic integrity of the College community. Although the code is intended to be as comprehensive as possible, it makes no attempt to list all activities, behavior, or conduct which may adversely affect the College community.

In order to maintain an orderly process for learning, the instructor/ supervisor/administrator has the authority to exclude any student who is considered to be detrimental to an ongoing learning experience. This may include dismissing a student from a particular course, workshop, or learning event. As a result of disruptive or detrimental behavior, a student may be subject to additional discipline under this policy including, but is not limited to disciplinary probation, suspension, dismissal, expulsion, withholding of transcripts, or other appropriate action.

The code applies to the on-campus conduct of all students and registered student organizations. The code also applies to the off-campus conduct of students and student organizations in direct connection with:

1. A class assignment;
2. Academic course requirements or any credit-bearing experiences, such as clinical experiences, externships, internships, field trips, study abroad, or student teaching;
3. Any activity supporting pursuit of a degree;
4. Activities sanctioned, sponsored, conducted, or authorized by the College or by registered student organizations;

5. Any activity that causes substantial destruction of property belonging to the College or members of the College community or causes serious harm to the health or safety of members of the College community; or
6. Any activity in which a police report has been filed, a summons or indictment has been issued, or an arrest has occurred for a crime of violence.

All persons are encouraged to report code violations to a College official as soon as possible. Charges must be filed within sixty days of the incident or of the identification of the person having allegedly committed the violation. Students continue to be subject to city, state, and federal laws while at the college. Violations of city county, state, and/or federal laws may also constitute violations of the code. The college reserves the right to proceed with disciplinary action under the code, independently of any criminal proceedings and impose sanctions for code violation, whether or not the criminal proceedings are resolved or is resolved in the student's favor.

Any student found to have engaged, or attempted to engage, in any of the following conduct while within the College's jurisdiction will be subject to disciplinary action by the college. Prohibited Conduct may include but is not limited to academic misconduct, endangering health or safety of others, sexual misconduct, destruction of property, possession of dangerous weapons, dishonest conduct, theft, failure to comply with College authority, use or possession of drugs or alcohol, unauthorized presence, disorderly or disruptive conduct, hazing, abuse of discipline proceedings, misuse of computing resources, violation of college rules, and riotous behavior.

Prohibited conduct – any student found to have engaged, or attempted to engage, in any of the following conduct while within the college's jurisdiction will be subject to disciplinary action by the college.

A complete copy of the student code of conduct and procedural guidelines can be obtained from the Vice President for Academics.

### **Drug and Alcohol Health Risks**

The following is a summary of the various health risks associated with alcohol abuse and use of specific types of drugs. This summary is not intended to be an exhaustive or final statement of all possible consequences to your health of substance abuse, but rather is intended to increase your awareness of the grave risks involved in this kind of behavior.

#### **ALCOHOL**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol may increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol may cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses may cause respiratory depression or death. If combined with other depressants, dependency may occur. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol can lead to permanent damage to vital organs such as the brain and the liver. Females who drink alcohol during pregnancy may give birth to infants with Fetal Alcohol Syndrome. These infants have irreversible

physical abnormalities and intellectual disabilities. In addition, research indicates that children of alcoholic parents are more at risk than other youngsters of becoming alcoholics.

### *NARCOTICS*

Narcotics are drugs that relieve pain, often induce sleep, and refer to opium, opium derivatives, and synthetic substitutes. Opioids and morphine derivatives can cause drowsiness, confusion, nausea, feelings of euphoria, respiratory complications, and relieve pain. These include: codeine, fentanyl and fentanyl analogs, heroin, morphine, opium, Oxycodone HCL, and hydrocodone bitartrate, acetaminophen.

### *STIMULANTS*

These drugs speed up the body's nervous system and create a feeling of energy. They are also called "uppers" because of their ability to make you feel very awake. Stimulants have the opposite effect of depressants. When the effects of a stimulant wear off, the user is typically left with feelings of sickness and a loss of energy. Constant use of such drugs can have very negative effects on the user. In order to prevent extreme negative side effects of these drugs and the impact they have on life; drug treatment centers are often recommended. Stimulants include: cocaine, methamphetamines, amphetamines, Ritalin, and Cylert.

### *DEPRESSANTS (Sedatives)*

Depressants slow down activity in the central nervous system of your body. These drugs are also called "downers" because they slow the body down and seem to give feelings of relaxation. Depressants are available as prescription drugs to relieve stress and anger, although drowsiness is often a side effect. The "relaxation" felt from these drugs is not a healthy feeling for the body to experience. To stop abuse of this drug, drug treatment is suggested. Depressants include: barbiturates, benzodiazepines, Flunitrazepam, GHB (Gamma-hydroxybutyrate), Methaqualone, alcohol, and tranquilizers.

### *HALLUCINOGENS*

When taking hallucinogens, switching emotions is frequent. These drugs change the mind and cause the appearance of things that are not really there. Hallucinogens affect the body's self-control, such as speech and movement, and often bring about hostility. Other negative side effects of these drugs include heart failure, increased heart rate, higher blood pressure, and changes in the body's hormones. Hallucinogens include: LSD (lysergic acid diethylamide), Mescaline, and Psilocybin.

### *CANNABINOIDS*

These drugs result in feelings of euphoria, cause confusion and memory problems, anxiety, a higher heart rate, as well as staggering and poor reaction time. Cannabinoids include hashish and marijuana.

## **Preventing Abuse**

### *Effectively deal with peer pressure*

The biggest reason individuals start using alcohol and drugs is because their friends utilize peer pressure. No one likes to be left out, and people find themselves doing things they normally wouldn't do, just to fit in. In these cases, you need to either find a better group of friends that won't pressure you into doing harmful things, or you need to find a good way to say no. Prepare a good excuse or plan ahead of time to keep from giving into tempting situations.

### *Deal with life pressure*

People today are overworked and overwhelmed, and often feel like a good break or a reward is deserved. But in the end, alcohol and drugs only make life more stressful; and many all too often fail to recognize this in the moment. To prevent using alcohol and drugs as a reward, find other ways to handle stress and unwind. Take up exercising, read a good book, volunteer with the needy, and/or create something. Anything positive and relaxing helps take the mind off using alcohol and drugs to relieve stress.

### *Seek help for mental illness*

Mental illness and substance abuse often go hand-in-hand. Those with a mental illness may turn to alcohol and drugs as a way to ease the pain. Those suffering from some form of mental illness, such as anxiety, depression, or post-traumatic stress disorder should seek the help of a trained professional for treatment before it leads to substance abuse.

### *Examine the risk factors*

If you're aware of the biological, environmental, and physical risk factors you possess, you're more likely to overcome them. A history of substance abuse in the family, living in a social setting that glorifies alcohol and drug abuse and/or family life that model's alcohol and drug abuse can be risk factors.

### *Keep a well-balanced life*

People take up alcohol and drugs when something in their life is not working, or when they're unhappy about their lives or where their lives are going. Look at life's big picture, and have priorities in order.

## **Drug and Alcohol Counseling or Rehabilitation Services**

The Campus Counseling Center is available for students that need help with:

- Depression
- Home/work/school related anxiety and stress
- Relationship problems
- Alcohol and drug abuse
- Sexual abuse or rape
- Sexual issues
- Life Issues

**Help is just a text away! Text NSCCHELP to 419-591-6487!** Available 24/7. No charge.

If it is determined that a student needs resources beyond what the Campus Counseling Center can provide, staff will assist students with locating appropriate off campus resources. The following resources represent examples of some of the external partners that are located in our service area:

[Arrowhead Behavioral Health Alcohol Detox Treatment Program](#)

[Defiance Inpatient Drug and Alcohol Rehab Facilities](#)

[Recovery.org](#)

[Recovery Services of Northwest Ohio](#)

[Wood County ADAMHS](#)

## Federal and State Law

### *Legal Sanctions*

Legal sanctions that are in violation of local, state, or federal law can include probation, fines, driver's license suspension, participation in substance abuse programs, community service hours, ineligibility to possess a firearm, potential ineligibility to receive federal benefits such as student loans and grants, and/or incarceration. Please refer to the links provided in this section for any updates to this information. Any legislative updates or revisions to these statutory or regulatory legal sanctions are outside of the College's control.

### *Federal law*

Federal law provides strict penalties for violation of federal drug laws. Certain federal laws may apply to unlawful manufacture, possession, and trafficking of alcohol as well. Penalties range from fines to prison terms. To view the most up-to-date offenses and penalties, visit the U.S. Department of Justice Drug Enforcement Administration website: <https://www.deadiversion.usdoj.gov/21cfr/21usc/index.html>.

### *State and local law*

State law and local law also provide penalties for violations of laws relating to the unlawful manufacture, sale, use, or possession of controlled (and/or imitation of) controlled substances and alcohol. In addition, states and localities have laws relating to underage drinking, driving while intoxicated or under the influence of alcohol and/or illicit drugs. Sanctions for violations may range from local citation to state law felonies. Penalties may range from small fines to prison terms, depending on the violation and past criminal history of the individual.

### **Ohio law:**

Chapter 2925: Drug Offenses <http://codes.ohio.gov/orc/2925>

Chapter 3719: Controlled Substances <http://codes.ohio.gov/orc/3719>

Chapter 4301 Liquor Control Laws <http://codes.ohio.gov/orc/4301>

### *Drug Convictions and Student Financial Aid Eligibility*

Under federal regulations, students convicted for a drug offense that occurred during a period of enrollment while they were receiving Title IV Federal Student (Financial) Aid, lose eligibility for that aid. Federal Student Aid includes grants, loans, and work assistance otherwise provided to eligible college students under Title IV of the Higher Education Act. The period of non-eligibility begins on the date of the conviction and remains in effect until the student has met certain rehabilitation requirements.

The prohibition on federal aid applies to any student who has been convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance as defined by Section 102(6) of the Controlled Substances Act [21 U.S.C. § 802(6)]. Laws regulating distilled spirits, wine, and malt beverages are not included within the definition of "controlled substance." For additional information regarding suspension of eligibility for financial aid drug-related offenses can be found at: <https://studentaid.ed.gov/sa/eligibility/criminal-convictions#drug-convictions>

Other financial aid programs, including certain state programs, may also limit eligibility for students convicted of a drug offense.

## **Annual Notification of the Drug and Alcohol Prevention Plan and Biennial Review**

### ***A) Employee Notification***

Notification of the information contained in the Drug and Alcohol Prevention Plan will be distributed on at least an annual basis to all employees of the college via email on or before July 1<sup>st</sup>. The Drug and Alcohol Prevention Plan will also be readily available for all employees by contacting the Human Resources Office. The notification is also provided to all employees upon hire via the new hire employment paperwork.

### ***B) Student Notification***

Notification of the information contained in the Drug and Alcohol Prevention Plan will be distributed on at least an annual basis to all students via email on or before July 1<sup>st</sup>. The notification is provided to students who enroll after the annual distribution, via the College's Consumer Information Handbook. The Drug and Alcohol Prevention Plan will also be readily available for all employees by contacting the Vice President of Academics Office.

### ***C) Biennial Review***

Northwest State Community College conducts a biennial review of the Drug and Alcohol Prevention Plan in all even years. The review is conducted to determine its effectiveness and implement changes to the program if they are needed and to ensure that the disciplinary sanctions are consistently enforced. The review is certified by the President and includes the results of the review, a description of the methods and analysis tools that were used to conduct the review, and a list of the responsible departments who conduct the review. Any interested party may request a hard copy of the Biennial Review by contacting the Vice President of Academics.

### ***D) Oversight Responsibility***

The Campus Security Department and the Vice President of Academics shall have main oversight responsibility of the Drug and Alcohol Prevention Plan including, but not limited to: updates, coordination of information required in the prevention plan, coordination of the annual notification to employees and students, and the biennial review.