

HIGHLAND COMMUNITY COLLEGE DRUG AND ALCOHOL PREVENTION PROGRAM POLICY

This statement of Highland Community College's drug and alcohol prevention program and statement about substance abuse is meant to comply with the Drug-Free Work Place Act and Drug Free Schools and Communities Act of 1989. It will be annually distributed to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study. For employees and students, the distribution of this policy will be done through email.

A. Standards of Conduct Concerning Illicit Drugs And Alcohol

Highland Community College prohibits:

- the possession or use of alcohol and illicit drugs by students and employees on its property or as part of any of its activities.
- the possession or use of alcohol by those under the minimum legal age (21).
- the sale, gift or otherwise furnishing of alcohol to a person under the minimum legal age (21).
- the sale, gift, or otherwise furnishing of alcohol to an intoxicated person regardless of their age.
- working or attending class while under the influence of alcohol or illicit drugs.

B. Legal Sanctions Under Local, State Or Federal Law For The Unlawful Possession Or Distribution Of Illicit Drugs And Alcohol

City Of Highland Sanctions (*subject to change by the City of Highland):

Violation	Fine	Court Costs
Open container accessible to driver	\$100	\$40
Driving under the influence	(1st offense \$500 \$40 Suspension of license)	
Open container on City/Public property	\$100	\$60
Minor in possession of alcohol	\$200-30 day suspension of license and service hours.	\$60
Noise Violations	\$60	\$60
Diversion		\$100

State Of Kansas Sanctions:

Kansas law provides that any person who violates the criminal statutes on controlled substances by possessing, offering to sale, distributing or manufacturing opiates and narcotics, such as cocaine and heroin, shall be guilty of a Class C felony. For a conviction of a Class C felony, the court may sentence a person to a term of imprisonment of a minimum of three to five years, a maximum of 10 to 20 years, and a fine up to \$15,000. Unlawful possession of a depressant, stimulant or hallucinogenic drug is punishable as a Class A misdemeanor, with a penalty of up to a year in jail and a fine of \$2,500. Depressants include barbiturates, Valium, and barbital. Hallucinogenics include LSD, marijuana, and psilocybin. State law classifies amphetamines and methamphetamines as stimulants.

Article 7 of the Kansas Liquor Control Act provides for punishments ranging up to six months' imprisonment and fines of up to \$1,000 for violation of the statutes relating to the possession and distribution of alcohol.

Federal Sanctions:

The Federal Controlled Substance Act provides penalties of up to 15 years' imprisonment and fines of up to \$25,000 for unlawful distribution or possession with intent to distribute narcotics. For unlawful possession of a controlled substance, a person is subject up to one year of imprisonment and fines up to \$5,000. Any person who unlawfully distributes a controlled substance to a person under twenty-one years of age may be punished by up to twice the term of imprisonment and fine otherwise authorized by law.

C. Highland Community College's Disciplinary Sanctions For Unlawful Use Of Illicit Drugs And Alcohol By Students And Employees

STUDENTS

Highland Community College will take action against students and employees who violate the HCC Standards of Conduct Concerning Illicit Drugs and Alcohol. Students who violate the terms of this policy may be reported to the appropriate law enforcement officials and may be subject to the following sanctions:

- Placement on probationary status;
- Fines
- Temporary suspension from classes and activities;
- Permanent suspension from classes and activities;
- Required participation in a drug and alcohol intervention, counseling, or treatment program at their own expense.

Students subject to these penalties will be afforded all due process rights to which they are entitled by current HCC policies. Athletics (all varsity sports, cheerleader, drill team, and athletic trainers) will be subject to random drug screening and the sanctions imposed in the HCC Athletic Department Drug Screening Policy.

EMPLOYEES

Employees are expected to abide by the HCC Standards of Conduct Concerning Illicit Drugs and Alcohol. Employees must notify the President of Highland Community College in writing of any criminal drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction. Within 30 calendar days of receiving written notice from an employee with respect to a criminal drug statute conviction, the College may impose the following sanctions:

- * Short term suspension without pay;
- * Long term suspension without pay;
- * Required participation in a drug and alcohol intervention, counseling or treatment program at their own expense that has been approved for such purposes by a Federal, State, or local health, law enforcement, or appropriate agency;
- * Termination from employment.

Employees subject to these penalties will be afforded all due process rights to which they are entitled under their contract and Kansas Law. Within 10 calendar days of receiving written notice from an employee with respect to a criminal drug statute conviction, the College will notify the agency (Director, Grants and Contracts Service, U.S. Department of Education) of the conviction.

D. Health Risks Associated With The Use Of Illicit Drugs And The Abuse Of Alcohol

SUBSTANCE ABUSE ENDANGERS YOUR MIND AND BODY

—and health effects may be long-lasting.

ALCOHOL is the most commonly abused drug. It causes thousands of deaths each year from diseases, motor vehicle accidents, and accidents at work, school, and home. Even moderate use greatly increases the risk of a motor vehicle or other accident.

COCAINE is an addictive stimulant with unpredictable effects. It may produce changes in blood pressure, heart and breathing rates. It may cause coma—or even death. Severe weight loss and liver damage may result from continued use.

MARIJUANA affects coordination, short-term memory, visual tracking, and heart rate. Regular use produces changes in the reproductive system, damage to lungs, and it may affect the immune system.

PRESCRIPTION DRUGS include stimulants (“uppers”), depressants (“downers”), and some narcotics. Used illegally or improperly, they can cause physical and mental dependence, heart problems, malnutrition, even coma and death.

OTHER DRUGS such as PCP, LSD, heroin, mescaline and morphine have a wide variety of negative health effects—from hallucinations and mental confusion to convulsions and death.

COMBINATIONS OF DRUGS make physical and mental effects unpredictable and often much more severe than if the same drugs were taken separately. Combining alcohol with depressants, cocaine, or marijuana can be especially dangerous.

SUBSTANCE ABUSE CAUSES WORK AND SCHOOL INJURIES

People need good judgment and physical skills to stay safe—but alcohol and other drugs can make any job dangerous.

Substance abuse can cause:

IMPAIRED EYESIGHT

— blurred, double or multiple vision; difficulty tracking objects; poor side vision; hallucinations.

SLOWER REACTION TIME

- significantly slower reflex actions.

LESSENERED CONCENTRATION

- inability to focus on a task long enough or carefully enough to complete it.

POOR JUDGMENT

- overconfidence, inability to weigh consequences.

POOR COORDINATION

- decreased ability to perform simple tasks; poor balance and motor skills.

Impaired skills can cause:

MOTOR VEHICLE ACCIDENTS

Any student or employee who drives under the influence of alcohol or other drugs risks a serious crash.

INJURIES FROM HAZARDOUS MATERIALS

Overconfidence or lack of concentration can cause failure to follow proper procedures.

INJURIES FROM IMPROPER USE OF TOOLS OR MACHINERY

Poor judgment or concentration makes accidents likely.

FALLS

More than 200,000 workers are injured in falls each year, many because of impaired skills.

FIRES

An impaired or careless worker is always a fire hazard.

OTHER INJURIES

A careless attitude or impaired skills can cause an accident in any environment, at any time.

SUBSTANCE ABUSE DESTROYS WORK AND SCHOOL PERFORMANCE

Don't let anybody kid you—and don't kid yourself. Alcohol and other drugs interfere with the basics of doing a good job. Substance abuse affects:

PRODUCTIVITY

Missed workdays, poor motivation, and poor efficiency all combine to reduce the amount of work completed.

COOPERATION WITH OTHERS

People working together make life more pleasant—and productive. Substance abuse destroys a cooperative spirit.

MOTIVATION

Most people want to do a good job. An abuser cares less about the job or school and more about getting and staying “high.”

QUALITY OF WORK

Impaired skills and a bad attitude combine to make poor quality work “good enough” for some people.

CONCENTRATION AND JUDGMENT

All jobs require concentration and careful decision-making. Alcohol and other drugs interfere with both of these.

EMPLOYEE AND STUDENT THEFT

An alcohol or drug habit can make severe financial demands on people—and may prompt them to steal.

IT'S A LOSING PROPOSITION FOR EVERYONE!

SUBSTANCE ABUSERS

Face loss of:

* Wages or salary from sick days or suspension

* Raises and promotions due to poor work

If substance abuse continues, the worker may lose his or her job entirely or be forced to drop out of school.

OTHER EMPLOYEES LOSE

Substance abuse kills productivity, which hurts business. All employees face the loss of:

* Pay raises

* Increased benefits

* Job security

HIGHLAND COMMUNITY COLLEGE

Faces loss of:

* Production or service from each worker

- * Business and goodwill from dissatisfied customers
 - * Thousands of dollars from accidents, sick days, insurance costs, poor productivity and theft
- Help fight the costly effects of substance abuse!*
- Here's how . . .*

E. Drug Alcohol Counseling, Treatment, Or Rehabilitation Or Re-Entry Programs That Are Available To Employees Or Student

* ***National Institute On Substance Abuse Hotline: 1-800-662-HELP***

* ***24 hr. Addiction Help Lines 866-645-8216***

* ***Al-Anon Hotline 800-344-2666***

* ***Northeast Kansas Mental Health And Guidance Center: (913)367-1593***

201 Main Street, Atchison, KS 66002

Clinic Administrator: Steve Durkin, LSCSW

SERVICES:Diagnosis and Referral; Alcohol and Drug

Safety Action Project; Employee Assistance

Program, Outpatient Counseling, Case Management,

Psycho Social Med. Management

* ***Northeast Kansas Mental Health And Guidance Center: (913) 682-5118***

500 Limit, Leavenworth, KS 66048

Clinic Administrator: Joe Thorne, LMSW

CLINICAL DIRECTOR: Steve Durkin

SERVICES:Diagnosis and Referral; Alcohol and Drug

Safety Action Project; Prevention;

Employee Assistant Program, Outpatient

Counseling Special Services-Outpatient

Counseling for Department of Corrections Clients.

* ***Valley Hope Alcohol Treatment Center: (913)367-1618***

P.O. Box 312, 1816 N. 2nd., Atchison, KS 66002

PROGRAM DIRECTOR: [Ann Elifrits](#)

HOURS: 24 hours

SERVICES: Acute Care Detoxification; Inpatient Treatment.

Jefferson County Guidance Center, 785-863-2929

1102 Walnut St.

Oskaloosa, KS 66066

Clinic Administrator: Lance Lewis, LMSW

* ***KANZA Mental Health And Guidance Center, Inc.: (785)742-7113***

909 South Second Street, P.O. Box 319, Hiawatha, KS 66434

Crisis and After hours line 785-742-3666

Clinical director: Margi Ross

HOURS: Monday - Thursday 8:00 AM - 6:00 PM

After hours call (785)742-3666

SERVICES: Diagnosis and Referral; Outpatient Treatment.

DUI evaluations

* ***KANZA Mental Health And Guidance Center, Inc.: (785)364-4536***

713 Idaho, Holton, KS 66436

Clinical Director: Margi Ross

HOURS: By Appointment

SERVICES: Diagnosis and Referral; Outpatient Counseling.

* ***KANZA Mental Health And Guidance Center, Inc.:***

120 E. Walnut St. Troy, KS 785-982-5050

Clinical Director: Margi Ross

HOURS: By Appointment

SERVICES: Diagnosis and Referral; Outpatient Counseling.

* ***KANZA Mental Health And Guidance Center, Inc.: (785)284-2121***

Sabetha Hospital, 14th & Oregon, Sabetha, KS 66534

Clinical Director: Margi Ross

HOURS: By Appointment

SERVICES: Diagnosis and Referral; Outpatient Counseling.

* ***KANZA Mental Health And Guidance Center, Inc.: 785-334-3004***

711 Nemaha St., Seneca, KS 66538

Clinical Director: Margi Ross

HOURS: By Appointment

SERVICES: Diagnosis and Referral; Outpatient Counseling.

* ***Social & Rehabilitation Services Alcohol And Drug Specialist: (785)742-7186***

Hiawatha area: Brenda Henry, Adult Protective Service

810 Oregon Street, P.O. Box 218

Hiawatha, KS 66434

COUNTIES: Brown, Jackson, Jefferson, Atchison, Doniphan, Douglas
and Franklin.

Also food stamps and cash assistance programs

Look in your phone book for other listings under "Alcoholism" and "Drug Abuse."

Other helpful numbers:

****Compassionate Ear Warm Line—peer support for mental health issues 5-10 pm***

913-281-2251

****National Suicide Prevention Lifeline 800-273-8255***

****Catholic Charities, 902 Edmond St., St. Joseph, MO 816-232-2885 Evening/weekend appts.***

****National Center for Disease Control Hotline, HIV/AIDS/STD 800-232-4636***

Local State Office for testing sites 785-296-6174

****Alliance Against Family Violence 800-644-1441/913-682-9131***

Doves Shelter 913-367-0365

****Kansas Legal Services 203 N. 8th St, Suite 1, Seneca, KS 785-336-6016***

****SRS Access Point locations 888-369-4777***

****Kansas Commission on Disability Concerns 800-295-5232***

****Health***

Doniphan County Health Dept. 201 S. Main, Troy, KS 785-985-3591

Clinic in Highland 415 Main St. 785-442-3213

Hiawatha Hospital, 300 Utah, Hiawatha, KS 66434, 785-742-2131

Atchison Hospital, 800 Raven Hill, Atchison, KS 66002, 913-367-2131