

**Drug-Free Schools and Communities  
Act (DFSCA)**



**Biennial Review  
Academic Years  
2016-2017 and 2017-2018**

Certified by Barton Community College President  
November 2018

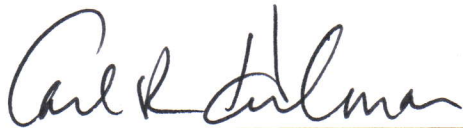
## Table of Contents

President's Certification.....	1
Background.....	2
Section 1: Biennial Review Process.....	3
Section 2: Summaries of AOD program strengths and weaknesses.....	4
Section 3: Procedures for distributing annual AOD notification to students and employees.....	5
Section 4: Recommendations.....	6
Section 5: Violations and Sanctions.....	7
Section 6: Part 86 Compliance Checklist.....	8
Section 7: APPENDIX - Annual Notification distributed to students and employees.....	i
Annual Notification Letter to Employees.....	iii
Annual Notification Letter to Students.....	v
1. Standards of Conduct.....	vi
2. Legal Sanctions.....	vii
3. Health Risks.....	xii
4. AOD Programs Available to Students, Staff, and Faculty .....	xviii
5. Disciplinary Sanctions.....	xx

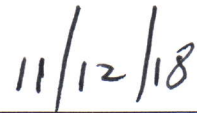
**BARTON COMMUNITY COLLEGE**  
**Drug-Free Schools and Campuses Regulations [EDGAR Part 86]**  
**Alcohol and Other Drug Prevention Certification**

I affirm that Barton Community College has adopted and implemented an alcohol and other drug prevention program for its students and employees that, at a minimum includes –

1. The annual distribution to each employee, and to each student who is taking one or more classes of any kind of academic credit except for continuing education units, regardless of the length of the student's program of study of:
  - Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.
  - A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol.
  - A description of the health risks associated with the use of illicit drugs and alcohol.
  - A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students.
  - A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with State and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.
  
2. A biennial review by the institution of its alcohol and other drug prevention comprehensive program to:
  - Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if they are needed.
  - Ensure that its disciplinary sanctions are consistently enforced.



\_\_\_\_\_  
Dr. Carl R. Heilman, President



\_\_\_\_\_  
Date

## **Background**

The Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require institutions of higher education (IHEs), such as Barton Community College, to conduct a biennial review of their AOD programs and policies with the following objectives:

- To determine the effectiveness of the AOD prevention program and to identify any needed changes that need to be implemented.
- To ensure that campuses enforce the disciplinary sanctions for violating standards of conduct consistently.

The Biennial Review must also include data relevant to:

- The number of drug- and alcohol-related violations and fatalities occurring on the campus or as part of their activities that are reported to campus officials; and
- The number and type of sanctions the IHEs impose on students or employees as a result of such violations or fatalities.

In order to certify its compliance with the 34 CFR Part 86, the College must:

- Adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities.
- Develop a sound method for annually distributing the policy to every student and employee.

The Biennial Review includes the following elements:

1. Description of the Biennial Review Process.
2. Summary of AOD program strengths and weaknesses.
3. Procedures for distributing the Annual AOD Notification to students and employees.
4. Recommendations
5. Violations and Sanctions
6. Compliance Checklist (EDGAR, Part 86).
7. Copies of the policies distributed to students and employees.

## 1. Biennial Review Process

The Barton Community College Biennial Review Task Force convened in Spring 2018 to conduct the 2016-2017 – 2017-2018 Biennial Review. The Offices of the Vice President of Student Services and the Vice President of Administration (through the Office of Human Resources) provide primary oversight for prevention education, policy development, and enforcement.

Members of the Task Force include:

- Angie Maddy, Vice President of Student Services
- Mark Dean, Vice President of Administration
- Kathy Brock – College Nurse
- Cheryl Brown – Title IX Coordinator
- Jonathan Dietz – Coordinator of Student Housing
- Diane Engle – Director of Student Life
- Julie Knoblich – Director of Human Resources
- Kathy Kottas – Executive Director
- Cathie Oshiro – Director of Grants
- Trevor Rolfs – Athletic Director

Members of the Task Force conducted the Review in compliance with the requirements of the Drug-Free Schools and Communities Act and related regulations. The process is intended to be an institution-wide review of the effectiveness of the Barton AOD-related programs and policies.

The review examined:

1. The Higher Education Amendments of 1998, (P.L. 105-244) and the Drug-Free Schools and Communities Act Amendments of 1989, (P.L. 101-226)
2. U.S. Department of Education, *Complying with the Drug-Free Schools and Campuses Regulations*, <http://www.higheredcompliance.org/resources/resources/>
3. EDGAR, Part 86 Compliance Checklist
4. Related student and employee policies (see Appendix); including:
  - Policy 1126 – Drug Free Environment
  - Policy 2611 – Student Code of Conduct
  - Policy 1210 – Tobacco Use
5. Annual Notification processes and related documentation for students and employees identifying the standards of conduct, policies, laws, types of violations, health risks, and sanctions.
6. Barton Community College Student Handbook
7. Barton Community College Housing Handbook
8. Barton Community College Annual Campus Security and Fire Safety Report
9. Barton Community College AOD Incidents and Sanctions
10. Institutional AOD programs and local and regional support services.

The intention of this document is to meet the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) for conducting a Biennial Review

## **2. Summaries of AOD program strengths and weaknesses.**

### **Strengths**

- Generally good level of awareness among target populations
- Consistent enforcement of standards of conduct
- Generally good outcomes for the students referred to assistance/treatment programming outside of the college
- Policy, Annual Notification letters for students and employees, and supporting documentation updated 2018

### **Weaknesses**

- Programming is not robust/awareness and educational efforts are relegated to fall orientation/onboarding efforts or tied to sanctioning
- No designated office charged with oversight for the program
- No funds specifically budgeted for AOD programming
- Little data collection/no student survey or feedback gathered regularly

### **3. Procedures for distributing annual AOD notification to students and employees.**

Procedures and notification schedule reviewed and updated in May 2018.

#### **Student**

**Process Owner:** Vice President, Student Services

**Distribution Schedule:** Distributed monthly to new enrollees

**Distribution Cohort:** New enrollees (including FT, PT, credit, and non-credit students)

**Documents:** <https://docs.bartonccc.edu/about/campussafety/drug-free/annual-notification-letter-student.pdf>

**Review Schedule:** Biennially, even years or as policies and procedures are updated

**Distribution Method:** Email to Barton student account and posted to Barton website

#### **Employee**

**Process Owner:** Director, Human Resources

**Distribution Schedule:** Active employees: distributed in February

Employees hired after the distribution date and prospective employees: A link to the Annual Notification document is included on the College webpage and in the employment application. In addition, the notification is referenced in the new employee orientation.

**Distribution Cohort:** Active employees (including FT, PT, student employees)

**Documents:** <https://docs.bartonccc.edu/about/campussafety/drug-free/annual-notification-letter-employee.pdf>

**Review Schedule:** Biennially, even years or as policies and procedures are updated

**Distribution Method:** Email to Barton employee account and posted to Barton website

#### 4. Recommendations

- Spread programming efforts throughout the academic year
- Survey students annually related to AOD issues. Research and recommend cost-effective needs assessment method.
- Charge a team with reviewing inactive drug testing program for students receiving institutional aid
- Charge a team with oversight of the AOD prevention efforts including programming and assessment. The team should include a cross-section of employees from invested departments, including staff, faculty, and student representation. An appropriate budget should be assigned to support actions.
- Include a link to the Annual Notification documentation in the electronic versions of the following documents:
  - Employee Handbook
  - Student Handbook
  - Student Housing Handbook Book
  - Possibly other department handbooks
- Revise Policy 1126 – Drug-Free Environment, revise or eliminate AOD policies and associated procedures and statements that have been deemed to be redundant. (Policy revision completed 11.14.18. The Annual Notification, Barton website, Policy and Procedures website, and the Biennial Review have been updated.)
- Replace revised version of Policy 1126 – Drug-Free Environment in the Annual Notification document
- Review publications including Employee Handbook, Student Handbook, Housing Handbook to ensure alignment and agreement with current AOD policies and procedures
- Inform departments and programs that publish handbooks of policy, procedure, or statement revisions



## 5. Violations and Sanctions

When an incident report involving alcohol or drugs on campus is received, the Coordinator of Student Housing and/or the Vice President of Student Services investigates. Students may be found responsible or not responsible. If a student is found responsible, sanctions range from education, fines, and/or eviction from Housing (cost of contract owed in full).

- A student’s first alcohol violation results in education (conducted by the College Nurse –single session curriculum includes defining a drink, BAC, alcohol poisoning, state laws and fines, Good Samaritan and amnesty policies, post assessment) and a fine.
- A student’s second alcohol violation at any point during their educational pursuit at Barton results in eviction from Housing and possible fines.
- A student found in violation of Barton’s drug policy faces eviction and possible fines.
- The following chart reflects those found responsible in the given academic year.

2016-2017	
<b>Alcohol Violations</b>	30
Drug Violations	7
Alcohol Related Deaths	0
Drug Related Deaths	0
<b>Sanctions</b>	
Educational Component	30
Alcohol Fines	30
Alcohol Probation	30
Alcohol Related Eviction	0
Drug Fines	0
Drug Related Eviction	7
Suspension	0
Expulsion	0

2017-2018	
<b>Alcohol Violations</b>	15
Drug Violations	2
Alcohol Related Deaths	0
Drug Related Deaths	0
<b>Sanctions</b>	
Educational Component	15
Alcohol Fines	14
Alcohol Probation	15
Alcohol Related Eviction	0
Drug Fines	1
Drug Related Eviction	2
Suspension	0
Expulsion	0

## . Part 86 Compliance Checklist

### Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist

1. Does the institution maintain a copy of its drug prevention program? Yes  No   
If yes, where is it located? Office of the Vice President of Student Services
  
2. Does the institution provide *annually to each employee and each student*, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?
  - a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities.  
Students: Yes  No                       Staff and Faculty: Yes  No
  - b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.  
Students: Yes  No                       Staff and Faculty: Yes  No
  - c. A description of applicable legal sanctions under local, state, or federal law.  
Students: Yes  No                       Staff and Faculty: Yes  No
  - d. A description of applicable counseling, treatment, or rehabilitation or re-entry programs.  
Students: Yes  No                       Staff and Faculty: Yes  No
  - e. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions.  
Students: Yes  No                       Staff and Faculty: Yes  No
  
3. Are the above materials distributed to students in one of the following ways?
  - a. Mailed to each student (separately or included in other mailing).  
Yes  No
  - b. Through campus post office boxes.  
Yes  No
  - c. Class schedules which are mailed to each student.  
Yes  No
  - d. During freshman orientation.  
Yes  No
  - e. During new student orientation.  
Yes  No
  - f. In another manner (*describe*) The Annual Notification is emailed to students' individual Barton e-mail account and posted to the College website. This process is conducted monthly, targeting new enrollees this ensures that students who enroll after the initial distribution date receive the information.

4. Does the means of distribution provide reasonable assurance that each student receives the materials annually? Yes  No
5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution? Yes  No
6. Are the above materials distributed to staff and faculty in one of the following ways?
- a. Mailed  
Staff: Yes  No  Faculty: Yes  No
- b. Through campus post office boxes.  
Staff: Yes  No  Faculty: Yes  No
- c. During new employee orientation.  
Staff: Yes  No  Faculty: Yes  No
- d. In another manner (*describe*). The Annual Notification is emailed to staff and faculty's Barton e-mail account and posted to the College website. This process is conducted annually. The information is also provided to new and prospective employees via the new employee orientation and a link in the employment application form.
7. Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?  
Staff: Yes  No  Faculty: Yes  No
8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?  
Staff: Yes  No  Faculty: Yes  No
9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?
- a. Conduct student and alcohol drug use survey. Yes  No
- b. Conduct opinion survey of its students, staff, and faculty  
Students: Yes  No  Staff and Faculty: Yes  No
- c. Evaluate comments obtained from a suggestion box.  
Students: Yes  No  Staff and Faculty: Yes  No
- d. Conduct focus groups.  
Students: Yes  No  Staff and Faculty: Yes  No
- e. Conduct intercept interviews.  
Students: Yes  No  Staff and Faculty: Yes  No

7. Annual Notification distributed to students and employees.

# APPENDIX

# **Annual Notification Letter to Employees**

## Dear Barton Community College Employee,

U.S. Department of Education regulations require this **ANNUAL NOTIFICATION** to all students and employees. Please take a few minutes to review this important material.

### *Standards of Conduct*

Barton supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. No alcoholic or cereal malt beverages and/or illegal drugs shall be allowed on the campus or at school-sponsored functions. Smoking and smokeless tobacco are not permitted in college facilities nor in college vehicles. Students and employees are expected to abide by all applicable alcohol and drug laws, and to abstain from use of alcohol and illegal drugs while on campus and during school-sponsored activities, unless its use is in accordance with [Policy 1220-Service of Alcoholic Beverages for Special Events](#).

### *Applicable Legal Sanctions*

Local, state, and federal laws relate to the unlawful possession, use, or distribution of illicit drugs and alcohol. These laws govern such issues as: public drunkenness; purchase, consumption, possession or transportation of alcohol by a minor; selling or furnishing alcohol to minors; manufacturing, selling, or carrying a false ID; driving under the influence; and, illegal trafficking and possession of controlled substances. Penalties for violation of alcohol and drug laws can include fines, court costs, diversion costs, treatment costs, community service, loss of driver's license, and jail time.

### *Health Risks Associated with the Abuse of Alcohol or Use of Illicit Drugs*

The consumption of alcohol and drugs of any level may have serious risks, such as altered mood (anxiety, apathy, paranoia, psychosis); altered behavior (impaired coordination); sleep disorders, addiction, altered breathing and heart rate; communication of infectious disease; distorted senses; unconsciousness leading to coma; and permanent damage to the liver, heart and central nervous system leading to death.

### *Drug and Alcohol Programs*

All students are eligible for basic assessment and/or referral by the Student Support Services Counselor, the Student Nurse, or the Vice President of Student Services. These individuals can be contacted at the following numbers: Counselor (620) 792.9295; Nurse (620) 792.9233; VP of Student Services (620) 792.9226. Employees who choose to contact the Counselor or Nurse regarding substance-related issues are eligible for consultation and referral. Referral to other treatment providers can be found at [800-662-HELP](tel:800-662-HELP), or at <http://findtreatment.samhsa.gov>.

### *Disciplinary Sanctions*

Barton may impose disciplinary sanctions on students and employees for violations of these standards of conduct. Sanctions will include fines, suspension, counseling, verbal warning, Performance Improvement Plan, expulsion or termination of employment as provided in the [Student Code of Conduct](#) or the [Employee Conduct and Discipline](#) procedures, and may include referral for prosecution.

### *Confidentiality, Questions or Comments*

All information received by Barton through the drug-free program is confidential. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and College policies. Any questions or comments regarding this notification may be directed to Julie Knoblich, Director of Human Resources, at (620) 792.9275 or at [knoblichj@bartonccc.edu](mailto:knoblichj@bartonccc.edu). For additional information, please see [Policy 1126 - Drug Free Environment](#). To obtain a hard copy of Policy 1126, contact [knoblichj@bartonccc.edu](mailto:knoblichj@bartonccc.edu) or call 620.792.9275.

Respectfully,

Julie Knoblich, Director of Human Resources

# **Annual Notification Letter to Students**

## Dear Barton Community College Student,

U.S. Department of Education regulations require this **ANNUAL NOTIFICATION** to all students and employees. Please take a few minutes to review this important material.

### *Standards of Conduct*

Barton supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. No alcoholic or cereal malt beverages and/or illegal drugs shall be allowed on the campus or at school-sponsored functions. Smoking and smokeless tobacco are not permitted in college facilities nor in college vehicles. Students and employees are expected to abide by all applicable alcohol and drug laws, and to abstain from use of alcohol and illegal drugs while on campus and during school-sponsored activities, unless its use is in accordance with [Policy 1220-Service of Alcoholic Beverages for Special Events](#).

### *Applicable Legal Sanctions*

Local, state, and federal laws relate to the unlawful possession, use, or distribution of illicit drugs and alcohol. These laws govern such issues as: public drunkenness; purchase, consumption, possession or transportation of alcohol by a minor; selling or furnishing alcohol to minors; manufacturing, selling, or carrying a false ID; driving under the influence; and, illegal trafficking and possession of controlled substances. Penalties for violation of alcohol and drug laws can include fines, court costs, diversion costs, treatment costs, community service, loss of driver's license, and jail time.

### *Health Risks Associated with the Abuse of Alcohol or Use of Illicit Drugs*

The consumption of alcohol and drugs of any level may have serious risks, such as altered mood (anxiety, apathy, paranoia, psychosis); altered behavior (impaired coordination); sleep disorders, addiction, altered breathing and heart rate; communication of infectious disease; distorted senses; unconsciousness leading to coma; and permanent damage to the liver, heart and central nervous system leading to death.

### *Drug and Alcohol Programs*

All students are eligible for basic assessment and/or referral by the Student Support Services Counselor, the Student Nurse, or the Vice President of Student Services. These individuals can be contacted at the following numbers: Counselor (620) 792.9295; Nurse (620) 792.9233; VP of Student Services (620) 792.9226. Employees who choose to contact the Counselor or Nurse regarding substance-related issues are eligible for consultation and referral. Referral to other treatment providers can be found at 800-662-HELP, or at <http://findtreatment.samhsa.gov>.

### *Disciplinary Sanctions*

Barton will impose disciplinary sanctions on students and employees for violations of these standards of conduct. Sanctions may include fines, suspension, counseling, verbal warning, Performance Improvement Plan, expulsion or termination of employment as provided in the [Student Code of Conduct](#) or the [Employee Conduct and Discipline](#) procedures, and may include referral for prosecution.

### *Confidentiality, Questions or Comments*

All information received by Barton through the drug-free program is confidential. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and College policies. Any questions or comments regarding this notification may be directed to Angie Maddy, Vice President of Student Services, at (620) 792.9226 or at [maddya@bartonccc.edu](mailto:maddya@bartonccc.edu). For additional information, please see [Policy 1126 - Drug Free Environment](#). To obtain a hard copy of Policy 1126, contact [maddya@bartonccc.edu](mailto:maddya@bartonccc.edu) or call 620.792.9226.

Respectfully,

Angie Maddy, Vice President of Student Services



## 1. Standards of Conduct

### **Statement for Barton Admission Portal**

Submitting an application for admission to Barton represents a voluntary decision on the part of the prospective student to participate in the programs offered by the institution pursuant to the policies, rules, and regulations of the Kansas Board of Regents and Barton Community College. Barton's approval of that application, in turn, represents the extension of a privilege to join the college community (faculty, students, and administration) and to remain a part of it so long as the student meets the required academic and behavior standards of the college. In accepting admission to/enrolling in Barton, the student assumes responsibility for awareness of and compliance with the academic and conduct policies and procedures set forth by Barton Community College.

### **Statement for Barton Employment Application**

Submitting an application for employment to Barton represents a voluntary decision on the part of the prospective employee comply with the College's Administrative policies and procedures. In accepting employment with Barton, the employee assumes responsibility for awareness and understanding of all policies and procedures set forth by Barton Community College.

### **POLICIES**

- [Policy 1126 - Drug Free Environment](#)  
The College is committed to protecting the safety, health and wellbeing of all employees, students and visitors in the educational and work environment. We recognize that alcohol abuse and drug use pose a significant threat to our goals. Therefore, we have established a drug-free program that balances our respect for individuals with the need to maintain an alcohol and drug-free environment.
- [Policy 2611 Student Code of Conduct](#)  
Manufacture, possession, control, sale, transmission of or use of any controlled substance, alcohol, or other illicit drugs on the College's campuses.
- [Policy 1210- Tobacco Use](#)  
Barton Community College is committed to providing a safe and healthy environment for its students, employees, visitors, and contractors.  
The President or his/her designee is authorized to designate the areas of the campus that tobacco use is permitted. Smoking and all other forms of tobacco use is prohibited in College buildings, facilities, and vehicles.

## 2. Legal Sanctions

### **Kansas Alcohol, Drug, Tobacco Statutes**

The following are violations of Kansas Statutes (as well as Barton Community College conduct standards) and may result in disciplinary action up to and including reporting to local law enforcement and dismissal from Student Housing and the College:

#### **K.S.A. § 41-727 Possession of alcoholic beverage by a minor.**

Additionally, possession or use of alcohol by any person on the College's campuses except as allowed for special events, is prohibited regardless of age.

#### **K.S.A. § 21-5607 Furnishing alcoholic liquor or cereal malt beverage to a minor.**

#### **K.S.A. § 21-5706 Unlawful possession of controlled substances.**

Additionally, Barton considers items such as hookahs as drug paraphernalia.

#### **K.S.A. § 21-5708 Unlawfully obtaining or selling a prescription-only drug.**

Any prescription drugs brought on campus must be contained in an appropriately labeled bottle. If College Personnel determine that ill-gotten prescription drugs have been possessed, stored, furnished, distributed, or sold on Campus, it will result in immediate removal from housing.

#### **K.S.A. § 21-6110 Smoke-free Public Places**

Smoking in public places, public meetings, and other places prohibited

## Federal Legal Sanctions

Federal and state laws prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol. Conviction for violating these laws can lead to imprisonment, fine, probation, and/or assigned community service. Students convicted of a drug- and/or alcohol-related offense will be ineligible to receive federally funded or subsidized grants, loans, scholarships, or employment. Barton Community College will fully cooperate with the local, state, and federal authorities in the enforcement of all applicable laws.

### Federal Drug Laws

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are enforced for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

### Denial of Federal Aid (20 USC 1091)

Under the Higher Education Act of 1998, students convicted under federal or state law for the sale or possession of drugs will have their federal financial aid eligibility suspended. This includes all federal grants, loans, federal work study programs, and more. Students convicted of drug possession will be ineligible for one year from the date of the conviction of the first offense, two years for the second offense, and indefinitely for the third offense. Students convicted of selling drugs will be ineligible for two years from the date of the first conviction, and indefinitely for the second offense. Those who lose eligibility can regain eligibility by successfully completing an approved drug rehabilitation program.

### Forfeiture of Personal Property and Real Estate (21 USC 853)

Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

### Federal Drug Trafficking Penalties (21 USC 841)

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The following list is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe.

If death or serious bodily injury result from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces mandatory life sentence and fines ranging up to \$8 million.

Persons convicted on federal charges of drug trafficking within 1,000 feet of a University (21 USC 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least 1 year.

### Federal Drug Schedules

Drugs, substances, and certain chemicals used to make drugs are classified into five (5) distinct categories or schedules depending upon the drug's acceptable medical use and the drug's abuse or dependency potential. The abuse rate is a determinate factor in the scheduling of the drug; for example, Schedule I drugs have a high potential for abuse and the potential to create severe psychological and/or physical dependence. As the drug schedule changes-- Schedule II, Schedule III, etc., so does the abuse potential-- Schedule V drugs represent the least potential for abuse. A Listing of drugs and their schedule are located at

Controlled Substance Act (CSA) Scheduling or CSA Scheduling by Alphabetical Order. These lists describe the basic or parent chemical and do not necessarily describe the salts, isomers and salts of isomers, esters, ethers and derivatives which may also be classified as controlled substances. These lists are intended as general references and are not comprehensive listings of all controlled substances.

Please note that a substance need not be listed as a controlled substance to be treated as a Schedule I substance for criminal prosecution. A controlled substance analogue is a substance which is intended for human consumption and is structurally or pharmacologically substantially similar to or is represented as being similar to a Schedule I or Schedule II substance and is not an approved medication in the United States. (See 21 U.S.C. §802(32)(A) for the definition of a controlled substance analogue and 21 U.S.C. §813 for the schedule.)

#### Schedule I

Schedule I drugs, substances, or chemicals are defined as drugs with no currently accepted medical use and a high potential for abuse. Some examples of Schedule I drugs are: heroin, lysergic acid diethylamide (LSD), marijuana (cannabis), 3,4-methylenedioxymethamphetamine (ecstasy), methaqualone, and peyote

#### Schedule II

Schedule II drugs, substances, or chemicals are defined as drugs with a high potential for abuse, with use potentially leading to severe psychological or physical dependence. These drugs are also considered dangerous. Some examples of Schedule II drugs are:

Combination products with less than 15 milligrams of hydrocodone per dosage unit (Vicodin), cocaine, methamphetamine, methadone, hydromorphone (Dilaudid), meperidine (Demerol), oxycodone (OxyContin), fentanyl, Dexedrine, Adderall, and Ritalin

#### Schedule III

Schedule III drugs, substances, or chemicals are defined as drugs with a moderate to low potential for physical and psychological dependence. Schedule III drugs abuse potential is less than Schedule I and Schedule II drugs but more than Schedule IV. Some examples of Schedule III drugs are:

Products containing less than 90 milligrams of codeine per dosage unit (Tylenol with codeine), ketamine, anabolic steroids, testosterone

#### Schedule IV

Schedule IV drugs, substances, or chemicals are defined as drugs with a low potential for abuse and low risk of dependence. Some examples of Schedule IV drugs are: Xanax, Soma, Darvon, Darvocet, Valium, Ativan, Talwin, Ambien, Tramadol

#### Schedule V

Schedule V drugs, substances, or chemicals are defined as drugs with lower potential for abuse than Schedule IV and consist of preparations containing limited quantities of certain narcotics. Schedule V drugs are generally used for antidiarrheal, antitussive, and analgesic purposes. Some examples of Schedule V drugs are: cough preparations with less than 200 milligrams of codeine or per 100 milliliters (Robitussin AC), Lomotil, Motofen, Lyrica, Parepectolin.

## Federal Trafficking Penalties

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500–4999 grams mixture	<p><b>First Offense:</b> Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life.</p> <p>Fine of not more than \$5 million if an individual, \$25 million if not an individual.</p> <p><b>Second Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment.</p> <p>Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	5 kgs or more mixture	<p><b>First Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.</p> <p><b>Second Offense:</b> Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment.</p> <p>Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p> <p><b>2 or More Prior Offenses:</b> Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
Cocaine Base (Schedule II)	28–279 grams mixture		280 grams or more mixture	
Fentanyl (Schedule II)	40–399 grams mixture		400 grams or more mixture	
Fentanyl Analogue (Schedule I)	10–99 grams mixture		100 grams or more mixture	
Heroin (Schedule I)	100–999 grams mixture		1 kg or more mixture	
LSD (Schedule I)	1–9 grams mixture		10 grams or more mixture	
Methamphetamine (Schedule II)	5–49 grams pure or 50–499 grams mixture		50 grams or more pure or 500 grams or more mixture	
PCP (Schedule II)	10–99 grams pure or 100–999 grams mixture	100 gm or more pure or 1 kg or more mixture		

DRUG/SCHEDULE	QUANTITY	PENALTIES
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	<p><b>First Offense:</b> Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.</p>
Flunitrazepam (Schedule IV)	1 gram	
Other Schedule III drugs	Any amount	<p><b>First Offense:</b> Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.</p>
All other Schedule IV drugs	Any amount	<p><b>First Offense:</b> Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p>
Flunitrazepam (Schedule IV)	Other than 1 gram or more	<p><b>Second Offense:</b> Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.</p>
All Schedule V drugs	Any amount	<p><b>First Offense:</b> Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p><b>Second Offense:</b> Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>

## Federal Trafficking Penalties – Marijuana

DRUG	QUANTITY	1st OFFENSE	2nd OFFENSE *
Marijuana (Schedule I)	1,000 kg or more marijuana mixture; or 1,000 or more marijuana plants	Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	100 kg to 999 kg marijuana mixture; or 100 to 999 marijuana plants	Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg marijuana mixture; More than 1 kg of hashish oil; 50 to 99 marijuana plants	Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Marijuana (Schedule I)	Less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight); 1 to 49 marijuana plants;	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish (Schedule I) 10 kg or less			
Hashish Oil (Schedule I) 1 kg or less			

\* The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to \$20 million if an individual and \$75 million if other than an individual.

For complete information on Federal Drug law, download the latest edition of 2017 Edition of Drugs of Abuse, DEA Resource Guide at:

[https://www.dea.gov/pr/multimedia-library/publications/drug\\_of\\_abuse.pdf#page=30](https://www.dea.gov/pr/multimedia-library/publications/drug_of_abuse.pdf#page=30)

### 3. Health Risks

#### ANABOLIC STEROIDS

Abused by individuals to put muscle on during weight training. The side effects and health risks far outweigh any benefits to the user.

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
<p>Steroids</p> <p>Safely used under strict medical supervision for medical conditions only.</p>	<p>Anadrol Oxandrin Durabolin Depo-Testosterone Equioise</p>	<p>Juiceball D-balls Injectibles Orals Rhoids Juice Pumpers</p>	<p>Increased blood pressure Acne Balding Decreased sexual function Deeper voice</p>	<p>Cardiovascular damage Liver damage Possible stop bone lengthening in adolescents Blood clotting Cholesterol changes Hostility and Aggression</p> <p>Males— Prostate cancer Reduced sperm count Shrunken testicles Breast enlargement</p> <p>Females— Menstrual irregularities Development facial hair Other masculine characteristics</p>	

#### CANNABINOIDS

Mind altering ingredient is THC. Amount of THC determines the strength of effects.

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
<p>Cannabis</p> <p>ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS IN THE STATE OF KANSAS.</p> <p>Some states allow for medical purposes and/or have legalized usage.</p>	<p>Hashish Hash Oil Marijuana Marinol THC</p>	<p>Pot Weed Grass Herb Ganji Kif Honey Dope Acapulco gold Reefer Sinsemilla Thai sticks Aunt Mary Skunk weed Boom</p>	<p>Impaired judgement and coordination Blood shot eyes Increased heart rate Increased appetite Euphoria Relaxation Slowed reaction time Distorted sensory perception Impaired balance and coordination Impaired learning and memory Anxiety Panic attacks Psychosis</p>	<p>Chronic cough Frequent respiratory infections Possible mental health decline Addiction</p>	<p>Death may occur from Accidents as a result of the acute effects.</p>

## DISSOCIATIVE DRUGS

Gasses, liquids or powders.

Work by traveling to the nerve cells on the receiving end of the signal and block its receptors. This blocking action produces an anesthetic or numb state. User feels dissociated, detached and or removed from the world.

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Safely used under strict medical supervision for medical conditions only. Safely used under strict medical supervision for medical conditions only.	Ketamine	Special K K Vitamin K Super K Purple Jet Cat Valium Honey Oil	Nausea Vomiting Pain suppression Paranoia Amnesia Decreased heart rate Drowsiness Decreased motor skills	Physical and psychological Dependence Flashbacks	
ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	PCP	Angel Dust Hog Love 1boat Embalming Fluid Rocket Fuel Peace Zombie Dummy Dust Killer Weed	Hallucinations Confusion Disorientation Convulsions Decreased heart rate Decreased motor skills	Physical and psychological dependence Flash backs Depression Anxiety Schizophrenic-like symptoms	
DXM  Normal usage and reduction of health risks if taken ONLY as directions provided	Dextromethorphan (found in Robitussin, Coricidin and other cough meds)	Robo Dex DXM Tussin Triple C Syrup Robotripping	Cough suppression Euphoria Impaired motor function Dizziness Slurred speech Confusion Memory loss Distorted visual perception	Tremors Anxiety Numbness Memory loss Nausea Excessive amounts in combination with acetaminophen leads to liver damage	Respiratory depression Unconsciousness Death

## HALLUCINOGENICS

Often referred to as psychedelics. May come from natural resources but many are synthetically developed.

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Natural Hallucinogenics  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Mescaline Peyote Psilocybin Mushrooms	Buttons Mesc Shrooms Magic mushrooms Cactus Caps Lucky7 Blue Mystic	Altered state of perception and feeling Hallucinations Disorientation Aggression Delusions Elevated heart rate and temperature Nausea	Nervousness Paranoia Panic Addiction	Coma Death
Synthetic Hallucinogenics  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	LSD	Acid Hit Blotter Trip Microdot Red/green dragon Boomers Yellow sunshine Cube Sugar cube Tabs	Hallucinations Disorientation Decreased appetite Increased body temperature Delusions Tremors Impaired memory Panic Aggression	Physical tolerance Psychological dependence Flash backs Depression Anxiety Psychosis	Coma Death



Amphetamine-related hallucinogenics  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	MDMA (Ecstasy) DMT MDA MPTP DOM STP	Ex Xtabs Designer drugs XTC Club drugs Hug drug Scooby snacks Adam Batmans Bibs E Kleenex Lovers speed Sextasy (with Viagra) Kitty flipping (with ketamine) Roll	Increased heart rate and blood pressure Increased body temperature Hyperthermia Dehydration Dizziness Nausea Blurred vision Paranoia Insomnia	Depression Sleep disturbance Aggressive behavior Impulsivity Kidney failure Liver damage Paranoia Paralysis Cardiovascular failure Brain damage	Coma Death
---	--	---	---	--	---------------

## INHALANTS

**Breathable chemicals that produce mild altering vapors. Typically, the product is utilized in a manner that was never intended. Includes solvents, aerosols, some anesthetics and other chemicals.**

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Nitrous Oxide  Safely used only in medical settings where close monitoring is utilized.	Hexane	Laughing gas Buzz bomb Whippets Whippers Shoot the breeze	Decreased body functions Loss of consciousness Feeling of intoxication Stimulation Loss of inhibition Headache Nausea/vomiting Slurred speech Loss of motor coordination Wheezing	Altered perception Loss of sensation Blackouts Injury to red blood cells Decreased heart muscle functioning Cramps Muscle weakness Depression Memory impairment Damage to cardiovascular and nervous systems	Unconsciousness Sudden death
Amyl Butyl Nitrate  Safely used only in medical settings where close monitoring is utilized.	Various	Poppers Locker room Rush Snappers Ram Thrust TNT Liquid gold Rock hard Medusa Aimies	Same as Nitrous Oxide	Same as Nitrous Oxide	Unconsciousness Sudden death
Gasoline Glue Solvents White Out Scotch Guard Toluene Aerosols Paint Butane Freon  Purpose of the above products are not for consumption in any manner.	Various	Whiff Huff Air blast Moon gas Snot balls	Same as Nitrous Oxide	Same as Nitrous Oxide	Unconsciousness Sudden death

## NARCOTICS

Also referred to as Opiates.

Group of drugs which are used **MEDICALLY** for pain relieve.

High potential for abuse.

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Non-Prescription  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Heroin	Horse Smack Dope China White Skag Junk Boy Bones Skunk Brown Sugar Black Tar Big H Sweet Lady H	Euphoria Drowsiness Impaired coordination Dizziness Confusion Nausea Sedation Feeling of heaviness of body Slowed or arrested breathing	Constipation Endocarditis Hepatitis HIV Addiction Fatal overdose	Respiratory depression Coma Death
Non-Prescription  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Street Opium	Big O Black Stuff Gum Hop	Euphoria Drowsiness Impaired coordination Dizziness Confusion Nausea Sedation Feeling of heaviness of body Slowed or arrested breathing Decreased sex drive	Constipation Endocarditis Hepatitis HIV Addiction Fatal overdose	Seizures Respiratory depression Coma Death
Prescription (Opiates and related analgesics)  Normal usage under physician supervision and taken as specifically ordered Discontinue usage as advised by physician.	Demerol Fentanyl Codeine Morphine Hydromorphone— Dilaudid, MS-cotin Laam Methadone Oxycodone--- Oxycontin, Percodan Percocet Hydrocodone--- Tylox, Lortab, Lorcet, Vicodan, Tussionex Talwin Darvon Darvocet Fioricet Fiorinal Norco	Killers OC OXY	Muscle relaxation Lowered blood pressure and heart rate Decreased respiration Itching sensation Mild euphoria	Constipation Respiratory depression Tolerance Psychological and physical dependence Weight loss Lethargy  Withdrawal includes--- Sweats Cramping Nausea Chills Anxiety	Respiratory depression Coma Death

## SEDATIVES/DEPRESSANTS

Drugs which depress or slow down body functions. Effects range from calming down anxiety to promoting sleeping.

Dependence—regular use over long period of time results in tolerance. Tolerance requires larger doses to achieve same effect.

**EXTREMELY DANGEROUS WHEN MIXED WITH ALCOHOL.**

DRUG TYPE	TRADE NAME	STREET NAME	ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Alcohol  Legal only after age 21. Usage recommended in low moderation.	Found in liquor, beer and wine	Various	Low doses— Euphoria Mild stimulation Lowered inhibitions  Higher doses--- Drowsiness Slurred speech Nausea Emotional volatility Loss of coordination Visual distortion Impaired memory Sexual dysfunction Loss of consciousness	Increased risk of injury Violence Fetal damage (pregnant women) Neurological deficits High blood pressure Liver and/or heart disease Addiction Fatal overdose  Serious health risks develop prior to stage of addiction	Seizures Respiratory depression Unconsciousness Death
Benzodiazepines/Anxiolytic  Normal usage under physician supervision and taken as specifically ordered	Valium Librium Tranex Xanax Ativan Klonopin	Various	Mild sedative effect Relaxation	Physical and withdrawal Impaired sexual function Anxiety Increase depression	Respiratory depression Unconsciousness Death
Barbiturates  Normal usage under physician supervision and taken as specifically ordered	Amytal Nembutal Tuinal Seconal Phenobqrbtql	Blues Downers Yellows Purple Hearts Reds Rainbows	Relaxation Sleep Loss of inhibition Decreased alertness and muscle coordination	Excessive sleepiness Confusion Irritability Physical addiction with severe withdrawal Accidental overdoses Tremors Seizures Delirium	Respiratory depression Unconsciousness Death
Flunitrazepam  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Rohypnol	Date rape drug Roofies Mexicqn Valium Circles R-2 Baptist communion Ruffles Ropies Forget me now	Sedation Muscle relaxation Confusion Memory loss Dizziness Impaired coordination	ADDICTION—physical and psychological	Respiratory depression Unconsciousness Death
GHB  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Gamma Hydroxybutyric Acid	Date rape drug Grievous bodily harm Georgia home boy Liquid ecstasy Soap G	Drowsiness Nausea Headache Disorientation Loss of coordination Memory loss	Unconsciousness Seizures Coma	Respiratory depression Unconsciousness Death
Nonbarbiturate Sedative-Hypnotics  Normal usage under physician supervision and taken as specifically ordered	Quaaludes Sopor Placidyl Halicon Dalmane	Ludes 714's Q's sopos	Similar to barbiturates Known as aphrodisiac	Similar to Barbiturates Injuries caused by faulty judgements and drowsiness	Respiratory depression Convulsions Coma Death

## STIMULANTS

Refers to groups of drugs that tend to increase alertness and physical activity. Some individuals abuse these drugs as a counteraction to drowsiness or the “down” feeling caused by sleeping pills and alcohol consumption. This up/down cycle is extremely dangerous.

DRUG TYPE	TRADE NAME	STREET NAME		ACUTE EFFECTS	HEALTH RISKS	OVERDOSE
Caffeine  Usage recommended in moderation.	Coffee Soda Pop No Doz Vivarin Tea Energy Drinks	Various		Increased heart rate, blood pressure, and body temperature and metabolism Feeling of exhilaration Increased energy Increase mental alertness Tremors Reduced appetite Irritability Anxiety Panic Paranoia Violent behavior Psychosis	Stomach disorders Weight loss Insomnia Cardiac and/or cardiovascular complications Stroke Seizure Addictions	Heart palpitations Coma Death
Nicotine  For health reasons not recommended. If usage then low moderation.	Cigarettes Cigars Smokeless Tobacco Pipes E-cigarettes	Various		Same as Caffeine	Cancer Lung/heart damage Withdrawal with anxiety Sleep Increased appetite Addiction	Rare but OD is possible Seizures Coma Death
Amphetamines /Methamphetamine  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Benaedrine Dexedrine Biphedamine Methedrine Desoxyn Cylert	Speed Crystal Crank Ice Meth Yaba	Glass Cat Chalk Fire	Same as Caffeine	Same as Caffeine Severe dental problems	Heart palpitations Coma Death
Methylphenidate  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS	Ritalin Methylin Concerta	Vitamin R Cramming drug Pineapple Kibbles & Bits		Same as Caffeine	Same as Caffeine	Heart palpitations Coma Death
Cocaine  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS		Coke Snow Toot Blow Crack Flares Ringer Blast	Nose candy Girl Rocks White Big C Snowbirds Flake	Same as Caffeine	Psychological dependence Possible physical tolerance Seizures Strokes Impotence Aggressive paranoia Damaged nasal tissue from snorting	Heart palpitations Coma Death
Look-alikes  Normal usage and reduction of health risks if taken ONLY as directions provided	PPA Ephedrine Caffeine	Black beauties White crosses Yellow jackets Robin eggs Christmas trees Pink hearts		Same as Caffeine	Same as Caffeine	Heart palpitations Coma Death
Khat  ILLEGAL FOR POSSESSION AND/OR USAGE IN ANY AMOUNTS		Khat Chat Gat Tohai African salad Bushman's tea Tschatt		Same as Caffeine	Suicidal depression Violence Fatigue Hallucinations Hyperactivity	Heart palpitations Coma Death

## 4. AOD Programs Available to Students, Staff, and Faculty

### 1. Athletics

Athletes are provided information on:

- drug and alcohol policies, health risks, and related sanctions.
- Student Activities programming options, all of which are drug and alcohol free.

### 2. Campus Safety

- a. Clery Reporting is managed by the Campus Safety Department.
- b. Campus Safety Officers provide 24/7 patrol of campus including housing areas and monitor student behavior and environmental signs for potential AOD violations or concerns.
- c. Barton Guardian (Personal Safety App) – allows for anonymous reporting of drug or alcohol violations, or other campus safety concerns

### 3. Student Life/Residence Life

- a. Residential students are provided with the Housing Handbook at move in, brief of awareness is provided one-on-one for every resident and resident signs off on receipt of the handbook and associated information.
- b. Semester housing meetings - residents are provided information on AOD policies and related sanctions.
- c. Continuous programming options both on and off campus that are all drug and alcohol free.

### 4. Orientation

Students attending orientation are provided information on:

- drug and alcohol policies, health risks, and related sanctions.
- Student Activities programming options, all of which are drug and alcohol free.

### 5. Student Health

Office provides:

- passive programming/awareness/information related to drug and alcohol use.
- alcohol education session for alcohol policy violators.
- assessment of/referral for students identified as potentially at risk of AOD abuse.

### 6. Counseling

a. Office provides:

- passive programming/awareness/information related to drug and alcohol use.
- assessment of/referral for students identified as potentially at risk of AOD abuse.

b. Office manages Students of Concern team.

c. Maintains resources related to substance abuse programming options  
(<https://bartonccc.edu/supportservices/counseling/resources>)

### 7. Student Services Office

a. Maintains referral agreement with DREAM, Inc. for substance abuse counseling.

b. Office produces Student Handbook

c. Office provides for FERPA compliant parental notification when appropriate

d. Oversees Title IX online student and employee training programming which includes information related to substance use.

### 8. Human Resources

a. Orientation

b. Manages annual employee notification

### 9. Other

Documenting and tracking of incidents, violations, sanctions, etc. in Maxient (multiple departments)

Great Bend, Barton County Area	
<p><b>Barton County</b>  <b>Al-Anon</b>  1620 Hubbard St.  Great Bend, KS 67530  620.793.3962</p> <p><b>Alcoholics Anonymous</b>  1620 Hubbard St.  Great Bend, KS 67530  620.793.3962</p>	<p><b>Dream Inc.</b>  2006 Washington Street  Great Bend, KS 67530  620.792.7921</p> <p><b>Narcotics Anonymous</b>  1910 East 17<sup>th</sup> Street  Great Bend, KS 67530  855.252.7326</p>
Fort Leavenworth	Fort Riley
<p><b>Fort Leavenworth</b>  <b>Army Substance Abuse Program</b>  600 Thomas Ave. Bldg. 198  Fort Leavenworth, KS 66027  913.684.6586</p>	<p><b>Fort Riley</b>  <b>Army Substance Abuse Program</b>  7424 Apennines Drive  Fort Riley, KS 66442  785.239.1347</p>
Junction City Area	
<p><b>Alcoholics Anonymous</b>  119 W 7<sup>th</sup> Street  Junction City, KS 66441  785.238.1153</p> <p><b>Central Kansas Foundation – Addiction Treatment</b>  839 Eisenhower Drive  Junction City, KS 66441  785.762.3700</p>	<p><b>Narcotics Anonymous</b>  <a href="http://nanaarea.wixsite.com/nanana">http://nanaarea.wixsite.com/nanana</a>  785.200.3446</p> <p><b>Pawnee Mental Health Services</b>  814 Caroline Ave.  Junction City, KS 66441  785.762.5250</p>
Leavenworth Area	
<p><b>Al-Anon</b>  409 S 7<sup>th</sup> Street  Leavenworth, KS 66048  Monday 7:00 PM</p> <p><b>Alcoholics Anonymous</b>  409 S 7<sup>th</sup> Street  Leavenworth, KS 66048  913.682.2616</p>	<p><b>The Guidance Center</b>  <a href="http://www.theguidance-ctr.org">www.theguidance-ctr.org</a>  500 N Limit Street  Leavenworth, KS 66048</p> <p><b>Narcotics Anonymous</b>  913.680.1016</p>
Manhattan Area	
<p><b>Al-Anon</b>  321 Poyntz Ave., Suite A  Manhattan, KS 66502  785.537.8511</p> <p><b>Alcoholics Anonymous</b>  321 Poyntz Ave., Suite A  Manhattan, KS 66502  785.537.8511</p>	<p><b>Manhattan Mental Health Service</b>  <b>Mental Health Clinic</b>  2601 Anderson Avenue, #201A  Manhattan, KS  785.537.6051</p> <p><b>Narcotics Anonymous</b>  <a href="http://nanaarea.wixsite.com/nanana">http://nanaarea.wixsite.com/nanana</a>  785.200.3446</p>
National Hotline	
<p><b>SAMHSA – Substance Abuse and Mental Health Services Administration</b></p> <p>National Helpline 1-800-662-HELP (4357)</p>	<p>SAMHSA’s National Helpline, 1-800-662-HELP (4357), (also known as the Treatment Referral Routing Service) or TTY: 1-800-487-4889 is a confidential, free, 24-hour-a-day, 365-day-a-year, information service, in English and Spanish, for individuals and family members facing mental and/or substance use disorders. This service provides referrals to local treatment facilities, support groups, and community-based organizations. Callers can also order free publications and other information.</p>

## 5. Disciplinary Sanctions

### Bystander Engagement

The welfare of our community members is of paramount importance.

At times, students on and off-campus may need assistance. The college encourages students to offer help and assistance to others in need. Sometimes, students are hesitant to offer assistance to others, for fear that they may get themselves in trouble. (For example, a student who has been drinking might hesitate to help take a sexual misconduct victim to the Campus Safety Office.) The college applies a policy of limited immunity for students who offer help to others in need. While policy violations cannot be overlooked, the college will provide educational options, rather than punishment, to those who offer their assistance to others in need.

The following information identifies more frequently occurring conduct violations and related sanctions. The chart is not intended to be an exhaustive list of all possible violations. The sanctions noted could result from any type of policy violations. Any disciplinary action may be taken and does not depend on the issuance of a lesser action.

### Possession of Drugs/Drug Paraphernalia

Zero tolerance, first offense = \$500 fine Immediate removal from housing & responsible for payment of the housing contract.

### Possession of Alcohol\*

(during your complete educational experience)

1<sup>st</sup> Offense = \$250 fine & required alcohol education session

2<sup>nd</sup> offense = \$250 fine & Immediate removal from housing & payment of housing contract.

Hosting = \$50 fine

Alcohol education unscheduled by noted deadline = \$10 daily fine until complete

### Display of empty alcohol bottles or wrappers/covers

1<sup>st</sup> Offense = Warning

2<sup>nd</sup> Offense = fine (determined by review of the display)

### Tobacco Use, including smokeless

Each Time = \$250 fine

Notes:

\*\*Possession\*\* includes being present in a common area, dorm room, vehicle, etc. where alcohol, drugs, or other contraband items are visibly present.

\*\*Hosting Fine: When one or more guests are in a room with alcohol, a hosing fine will be given to the students that are assigned to that room. If no resident is present, residents' level of responsibility will be investigated.

Required education following an alcohol violation will be assigned a date and time for completion. To address health and safety concerns of students, upon a second alcohol or drug violation, the College reserves the FERPA allowed right to contact the resident's parents or legal guardian.

Damage charges associated with or resulting from any violation will be in addition to any fines imposed.

### Student Code of Conduct

#### Disciplinary Action

If the Vice President of Student Services or other designee of the President finds that the student has violated College policy, rules, or regulations, disciplinary action shall be taken. The Vice President of Student Services or other designee shall impose such discipline as he/she determines is warranted taking into consideration the seriousness of the offense. For more complicated incidents, the Vice President of Student Services or other designee may seek the input of a Review Board before determining discipline. The Review Board, if utilized, shall be chosen from members of the College Student Life staff. Individuals who serve on a Review Board would not later be eligible to serve on an Appeals Committee, should an appeal follow imposition of disciplinary sanctions. Permissible actions include but are not limited to: written reprimand, community service, fines, probation, full or partial suspension from classes, expulsion from housing, and/or expulsion from school.

Disciplinary action may also include a bar against readmission to the College