



**Drug and Alcohol Prevention
Program (DAAPP)**

Annual Information 2018

Lansing Community College

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) requires an institution of higher education such as Lansing Community College, to certify that it has implemented programs to prevent the abuse of alcohol and use and/or distribution of illicit drugs both by LCC students and employees both on its premises and as a part of any of its activities. At a minimum, an institute of higher education must annually distribute the following in writing to all students and employees:

Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;

A description of the 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 abuse;

A description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students; and

A clear statement that the institution will impose sanctions on students and employees 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.

I. Standards of Conduct

A. Employees

The Lansing Community College Board of Trustees has adopted the "Drug Free Workplace Policy" (in accordance with the Drug Free Workplace Act of 1988) and "Standards of Conduct Policy" to ensure a safe environment for employees, contractors, and temporary workers. These policies are available here:

[Drug Free Work Place Policy](#)

(<https://lcc.edu/about/board-of-trustees/documents/policies/drug-free-workplace.pdf>)

Employees are required to adhere to the requirements of these policies. The following conduct and behaviors are strictly prohibited on College premises. Per the Drug Free Work Place Policy the following conduct and behaviors are strictly prohibited. The policy expressly states:

- Use, possession, purchase, sale, dispensation, distribution or manufacture of any illegal drugs, as previously defined.
- Use, possession, purchase, sale, dispensation or distribution of inhalants.
- Use, possession, purchase, sale, dispensation or distribution of alcohol without prior authorization by the President or her/his designee, or being under the influence of alcohol.
- Being under the influence of any illegal drug(s), inhalant(s), prescription drugs or over-the-counter medications, as previously defined. 5. Use, possession, purchase, sale, transfer, or distribution of drug paraphernalia.

The Executive Director of Human Resources is responsible for the administration of this policy.

B. Students

Students are required to abide by LCC's Student Code of Conduct. The current Code of Conduct is available here:

[Student Code of Conduct](#)

(http://www.lcc.edu/catalog/policies_procedures/studentrulesguidelines.aspx)

Per Article III(B)(11) & (12), the following acts are considered violations under the Code. The code expressly states:

“Use, possession, manufacturing, distribution, or being under the influence of marijuana, heroin, narcotics, or other controlled substances except as expressly permitted by federal law. Possession of drug paraphernalia is also prohibited on campus.”

and

“Use, possession, manufacturing, distribution, or being under the influence of alcoholic beverages (except as expressly permitted by College regulations), or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by or distributed to any person under twenty-one (21) years of age.”

Failure to abide by the Student Code of Conduct may result in sanctions listed in Section V(B) below.

II. Legal Sanctions

A. Federal

Federal law provides criminal and civil penalties for unlawful possession or distribution of a controlled substance. Under the Controlled Substance Act¹ as

¹ 21 USC §801, *et seq.*

well as other related federal laws, the penalties for controlled substance violations include, but are not limited to, incarceration, fines, potential for the forfeiture of property used in possession or to facilitate possession of a controlled substance (which may include homes, vehicles, boats, aircrafts and any other personal property), ineligibility to possess a firearm, and potential ineligibility to receive federal benefits (such as student loans and grants).

FEDERAL TRAFFICKING PENALTIES²

DRUG/ SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES		
Cocaine (Schedule II)	500–4999 grams mixture	<p>First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.</p> <p>Second Offense: 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>First Offense: 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>Second Offense: 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>2 or More Prior Offenses: 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 Ana- logue (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			
PENALTIES						
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount		<p>First Offense: 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>Second Offense: 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>First Offense: 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>Second Offense: 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>First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.</p>				
Flunitrazepam (Schedule IV)	Other than 1 gram or more					
All Schedule V drugs	Any amount	<p>First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p>Second Offense: 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

² https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf Last visited on 9/6/18

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		

B. State

Under current Michigan state law, “a person shall not knowingly or intentionally possess a controlled substance.”³ If an individual is found guilty of a violation of the state law, they may be subject to large fines and/or imprisonment.

STATE OF MICHIGAN POSSESSION PENALTIES⁴

DRUG TYPE	AMOUNT	PUNISHMENT
Schedule 1 or 2 narcotic or cocaine	1000 grams or more	Life Felony, \$1,000,000 fine
	450 grams or more, but less than 1,000 grams	30-year felony, \$500,000 fine
	50 grams or more, but less than 450 grams	20- year felony, \$250,000 fine
	25 grams or more, but less than 50 grams	4-year felony, \$25,000 fine
	Less than 25 grams of any mixture of that substance	4-year felony, \$25,0000 fine
Ecstasy or methamphetamine	Any amount	10-year felony, \$15,000 fine
Any other schedule 1 or 2, or any schedule 3 or 4 (except marihuana)	Any amount	2-year felony, \$2,000 fine

³ MCL 333.7403, *et seq.*

⁴ MCL 333.7403, *et seq.*

DRUG TYPE	AMOUNT	PUNISHMENT
Marihuana	Any amount	1-year misdemeanor, \$2,000 fine
Schedule 5	Any amount	1-year misdemeanor, \$2,000 fine
Prescription form or counterfeit form		1-year misdemeanor, \$1,000 fine

Under Michigan law, it is illegal for anyone under the age of 21 to purchase, consume or possess, or have any bodily content of alcohol. The following summarizes some of the potential legal consequences for violating state law. A first-time conviction may result in a fine, substance abuse education and treatment, community service and court-ordered drug screenings.

STATE OF MICHIGAN MINOR IN POSSESSION OF ALCOHOL LIQUOR

First Offense	Civil infraction, \$100 fine
Second Offense	30 day misdemeanor, \$200 fine
Third Offense	60 day misdemeanor, \$500

- There also is a provision for possible imprisonment or probation for a second or subsequent offense.
- The use of false identification by minors in obtaining alcohol is punishable with a fine, loss of driver's license, probation and community service.
- Individuals can be arrested and/or convicted of operating a vehicle while intoxicated with a blood alcohol concentration (BAC) level at .08 or higher. If a student is under 21, there is a "zero tolerance" law in the state of Michigan, and any blood alcohol level of .01 or higher can lead to a minor in possession (MIP) citation as well as being cited for operating a vehicle while intoxicated, if applicable. This is in addition to suspension of driving privileges in the State of Michigan.⁵

C. Local

The City of Lansing ordinances prohibits the "sale, consumption or possession of an alcoholic beverage in an open container."⁶ Violations of the city ordinance may subject an individual to fines and costs, requirement to participate in alcohol and/or substance abuse treatment and may possibly result in a driver's license suspension. A violation of this city ordinance is a misdemeanor of not more than 90 days of imprisonment and or a fine not exceeding \$500.⁷

The City of Lansing ordinances prohibits the use of "drug paraphernalia including the possession with intent to use, drug paraphernalia to plant, propagate,

⁵ MCL 436.1703

⁶ Part 608.04, *et seq.*

⁷ Part 608.99 *et seq.*

cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale or otherwise introduce into the human body a controlled substance in violation of State or local law".⁸ A violation of this city ordinance is a misdemeanor of not more than 90 days of imprisonment and or a fine not exceeding \$500.⁹

Health Risks

A. Drug Abuse

The following sub-categories are the most frequently used drugs, listed with their associated risks, per the National Institute of Drug Abuse (NIDA).¹⁰

1. Cannabinoids (marijuana & hashish)

Known short-term risks include (but are not limited to) slowed reaction time, balance and coordination issues, increased heart rate, anxiety, panic attacks, and problems with learning and memory. Long-term risks include "mental health problems, chronic cough, [and] frequent respiratory infections."

Synthetic cannabinoids (K2/Spice) are associated with the following additional risks: vomiting, agitation, confusion, paranoia, and increased blood pressure.

Club Drugs (MDMA [also known as: Ecstasy, Adam, clarity, Eve, lover's speed, peace uppers]; Flunitrazepam [also known as: Rohypnol, forget-me pill, Mexican Valium, R2, roach, Roche, roofies, roofinol, rope, rophies]; GHB [also known as G, Georgia home boy, grievous bodily harm, liquid ecstasy, soap, scoop, goop, liquid X])

Known short-term risks of *MDMA* (Ecstasy/Molly) include (but are not limited to) lowered inhibition, increased heart rate and blood pressure, chills or sweating, and "sharp rise in body temperature leading to liver, kidney, or heart failure and death." Long-term risks include confusion, depression, memory and sleep problems, aggression, and reduced interest in sexual activity.

Known short-term risks of *Flunitrazepam* include (but are not limited to) sedation, amnesia, impaired reaction time and coordination, impaired mental functioning, aggression, headache, and slowed breathing/heart rate.

⁸ Part 622.01(b) *et seq.*

⁹ Part 622.99 *et seq.*

¹⁰ National Institute of Drug Abuse (NIDA) [website](https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts) at <https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>: last visited on 08/27/2018

Known short-term risks of *GHB* include (but are not limited to) confusion/memory loss, excited and aggressive behavior, nausea, unconsciousness, seizures, slowed heart rate/breathing, lower body temperature, coma, and death.

2. **Dissociative Drugs** (Ketamine [also known as Ketalar SV, cat Valium, K, Special K, vitamin K]; PCP and analogs [also known as angel dust, boat, hog, love boat, peace pill]; Salvia [also known as Shepherdess's herb, Maria Pastora, magic mint, Sally-D])

Known short-term risks of *Ketamine* include (but are not limited to) attention, memory, and learning issues, confusion, speech problems, immobility, and "Dangerously slowed breathing." Long-term risks include kidney problems, stomach pain, ulcers, poor memory and depression.

Known short-term risks of *PCP* include (but are not limited to) delusions, paranoia, "a sense of distance from one's environment," anxiety, numbness of the hands and feet, movement problems, altered blood pressure and breathing rate, nausea, drooling, seizures, coma, and death." Long-term risks include memory loss, depression, speech and thinking problems, and anxiety.

Known short-term risks of *Salvia* include (but are not limited to) "altered visual perception, mood, [and] body sensations; mood swings; [and] feelings of detachment from one's body."

3. **Hallucinogens** (LSD [also known as acid, blotter, cubes, microdot yellow sunshine, blue heaven]; Mescaline [also known as Buttons, cactus, mesc, peyote]; Psilocybin [also known as: Magic mushrooms, purple passion, shrooms, little smoke])

Known short-term risks of *LSD* include (but are not limited to) rapid mood swings; inability to "recognize reality, think rationally, or communicate with others; raised blood pressure, heart rate, body temperature; dizziness, loss of appetite, tremors, enlarged pupils. Long-term risks include ongoing visual disturbances and frightening flashbacks, paranoia, and disorganized thinking.

Known short-term risks of *Mescaline* include (but are not limited to) anxiety; increased body temperature, heart rate, and blood pressure; sweating; and impaired movement.

Known short-term risks of *Psilocybin* include (but are not limited to) "altered perception of time, inability to tell fantasy from reality, panic, muscle relaxation or weakness, problems with movement," and vomiting, enlarged pupils, nausea, drowsiness. Long-term risks include memory problems and flashbacks.

4. **Inhalants** (Poppers, snappers, whippets, laughing gas [includes paint thinners or removers, degreasers, dry-cleaning fluids, gasoline, lighter fluids, correction fluids, permanent markers, electronics cleaners and freeze sprays, glue, spray paint, hair or deodorant sprays, fabric protector sprays, vegetable oil sprays, whipped cream aerosol containers, refrigerant gases] ether, chloroform, halothane, and nitrous oxide)

Known short-term risks include (but are not limited to) “confusion; nausea; slurred speech;” lightheadedness; hallucinations/delusions; “sudden sniffing death due to heart failure (from butane, propane, and other chemicals in aerosols); death from asphyxiation, suffocation, convulsions or seizures, coma, or choking.” Long-term risks include “liver and kidney damage; bone marrow damage;” nerve damage; and brain damage.

5. **Opioids** (Heroin; prescription opioids such as: oxycodone [Oxytontin ®], hydrocodone [Vicodin ®], codeine, morphine, fentanyl, etc.)

Known short-term risks of *Heroin* include (but are not limited to) “dry mouth; itching; nausea; vomiting; analgesia and slowed breathing and heart rate. Long-term risks include collapsed veins, abscesses, heart lining and valve infection, liver and kidney disease, and pneumonia.

Known short-term risks of *prescription opioids* include (but are not limited to), slowed breathing, and death.

6. **Over-the-Counter Cough/Cold Medicines** (also known as *Dextromethorphan* or *DXM* [Robotripping, Robo, Triple C], *promethazine-codeine cough syrup*)

Known short-term risks include (but are not limited to) “slurred speech; increased heart rate, blood pressure, temperature; dizziness; nausea; vomiting; Additionally, promethazine-codeine cough syrup depresses the central nervous system which can lead to slowing or stopping the heart and lungs.

7. **Steroids** (*Anabolic steroids*, also known as Nandrolone [Oxandrin ®], oxandrolone [Anadrol ®], stanozolol [Durabolin ®] Testosterone Cypionate [Depo-Testosterone ®], roids, juice, gym candy, pumpers)

Short-term risks include (but are not limited to) “headache, acne, fluid retention,” injection-site infection, yellowing skin and whites of the eyes. Long-term risks include “kidney damage or failure; liver damage; high blood pressure; enlarged heart, or changes in cholesterol leading to increased risk of stroke or heart attack, even in young people; aggression; extreme mood swings;” and impaired judgement.

8. **Stimulants** (*cocaine* [also known as: blow, bump, C, candy, Charlie, coke, crack, flake, rock, snow, toot]; amphetamine; & *methamphetamine*)

[also known as: crank, chalk, crystal, fire, glass, go fast, ice, meth, speed, Desoxyn ®)]

Known short-term risks of *cocaine* include (but are not limited to) narrowed blood vessels; enlarged pupils, “increased body temperature, heart rate, and blood pressure; headache; abdominal pain and nausea;” insomnia; anxiety; “erratic and violent behavior; panic attacks; paranoia; psychosis; heart rhythm problems; heart attack; stroke; seizure; [and] coma.” Long-term risks include “loss of sense of smell, nosebleeds, nasal damage and trouble swallowing from snorting; infection and death of bowel tissue from decreased blood flow; poor nutrition and weight loss; lung damage from smoking”

Known short-term risks of *methamphetamine* include (but are not limited to) “increased wakefulness and physical activity; decreased appetite; increased breathing, heart rate, blood pressure, and temperature; [and] irregular heartbeat.” Long-term risks include anxiety, mood problems, violent behavior, paranoia, hallucinations, delusions, weight loss, severe dental problems, and skin sores from scratching.

B. Alcohol Abuse

Binge drinking is a pattern in which a person consumes 4-5 alcoholic drinks in a short period of time (about 2 hours).¹¹ Alcohol Use Disorder or Alcoholism result from a continued pattern of drinking alcoholic beverages, dependence on alcohol, and disregard for consequences of alcohol intoxication.¹²

Known risks for binge drinking and/or alcoholism include (but are not limited to) disruption of mood; change in behavior; inability to think clearly; decreased coordination; heart problems, including stroke, arrhythmias, and high blood pressure; liver inflammation and other liver complications; dangerous pancreas inflammation; increased risk of mouth, esophagus, throat, liver, and breast cancer; and weakened immune system.¹³

III. Drug and Alcohol Programs

A. Employees

The College offers educational and referral services to employees aimed at preventing substance abuse and assisting in rehabilitation. The Employee Assistance Program (EAP) provides resources to help employees resolve

¹¹ College Drinking Prevention [website](http://www.collegedrinkingprevention.gov/NIAAACollegeMaterials/FactSheets/collegedrinkingfactsheet.aspx) at <http://www.collegedrinkingprevention.gov/NIAAACollegeMaterials/FactSheets/collegedrinkingfactsheet.aspx>: last visited on 08/27/2018

¹² National Institute of Alcohol Abuse and Alcoholism [website](https://www.niaaa.nih.gov/alcohol-health/overview-alcohol-consumption/alcohol-use-disorders) at <https://www.niaaa.nih.gov/alcohol-health/overview-alcohol-consumption/alcohol-use-disorders>: last visited on 08/27/2018

¹³ NIAAA [website](https://www.niaaa.nih.gov/alcohol-health/alcohols-effects-body) at <https://www.niaaa.nih.gov/alcohol-health/alcohols-effects-body>: last visited on 08/27/18

problems with alcohol and drugs. There is 24/7 phone access to live counselors, 365 days a year for assessment and referral. Information regarding these services are available here:

[Employee Assistance Program](#)

(https://internal.lcc.edu/hr/employee_benefits/Employee-Assistance-Program/LCC%20-%20EAP%20Flyer.pdf)

Substance abuse needs may be covered by an employee's medical benefits.

General ongoing resources regarding substance/alcohol/drug abuse treatment, support and education (via the LCC Counseling website) linked below:

[Substance/Alcohol Abuse Resources](#)

(<https://internal.lcc.edu/supportservices/counseling/resources/>)

B. Students

The following programs are available to currently enrolled, entering and re-entering students at LCC:

Access to free individual counseling by LCC counselors for students who need assistance with substance and alcohol abuse issues.

Ongoing promotions and awareness regarding the available substance abuse counseling continue throughout the year. Information regarding counseling is available here:

[Substance Abuse Counseling](#)

(<https://internal.lcc.edu/supportservices/counseling/>)

Ongoing classroom presentations by counselors, police officers and student compliance to students about substance and alcohol abuse awareness and prevention.

Ongoing presentations/training to various departments and employee groups about College drug and alcohol policies for students, including the Faculty Resource Fair.

Ongoing presentations and information on College drug and alcohol policies as part of new student orientation programs for new students, specialized new student groups and parents.

Informational booths and tables focused on awareness of substance and alcohol abuse at student events such as the Campus Resource Fair, Welcome

Week Events, and other specialized events throughout the year.

Substance Abuse Awareness Week: Counselors and Student Life discuss and distribute relevant information relating to drug and alcohol abuse.

Ongoing awareness and enforcement of The Student Athlete Drug Testing Program.

General ongoing resources regarding substance/alcohol/drug abuse treatment, rehabilitation programs, support and education (via the LCC Counseling website) linked below:

[Substance/Alcohol Abuse Resources](#)

(<https://internal.lcc.edu/supportservices/counseling/resources/>)

A free year-round screening program to assess at-risk alcohol and substance use (via the LCC Counseling website) at:

[Screening Program](#)

(<https://internal.lcc.edu/supportservices/counseling/screening/>)

Brochures on underage drinking, drunk driving consequences and drug use/abuse available to students in multiple campus offices.

Public Service Announcements on LCC Radio 89.7FM WLNZ regarding alcohol and drug abuse awareness.

IV. Disciplinary Sanctions

A. Employees

Section IV of the current Drug Free Workplace Policy states:

“As required by the Drug Free Workplace Act, any employee found to be in violation of the above prohibition shall be subject to (1) mandatory participation in drug abuse assistance or rehabilitation program as a condition of continued employment; and/or (2) disciplinary action, up to and including discharge or dismissal.

Furthermore, as a condition of continued employment, any employee who is convicted for a violation of any state or federal criminal statute involving manufacture, distribution, dispensation, use, or possession of any controlled substance in the workplace shall notify the Executive Director of Human Resources of the conviction no later than five (5) days after such conviction. The Executive Director of Human Resources shall report the conviction as required by the Drug-Free Workplace Act. Failure to timely report such conviction shall subject an employee to disciplinary action, up to and including discharge. Any employee who is convicted as described above may

be subject to (1) participation in a drug abuse assistance or rehabilitation program as a condition of continued employment; and/or (2) disciplinary action, up to and including discharge."

B. Students

Violations of the Student Code of Conduct are taken very seriously, including drug and alcohol violations. When a student violates the Student Code of Conduct, the following language in Article IV (B)(1)(a-j) of the current Student Code of Conduct applies. It states:

"In cases of noncompliance with the Student General Rules or a violation of the Student Code of Conduct, the College will impose discipline that is consistent with the impact of the offense on the College community. Progressive discipline principles will be followed in that the student's prior discipline history at the College will be taken into account. Disciplinary action taken against a student may include, but is not limited to, one or more of the following:

- a. Written Warning – A notice in writing to the student that the student is violating or has violated institutional regulations and a copy of the warning letter is placed in the student's disciplinary file.
- b. Probation – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
- c. Loss of Privileges – Denial of specified privileges for a designated period of time.
- d. Restitution – Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
- e. Discretionary Sanctions – Work assignments, essays, service to the College, Community Service or other related discretionary assignments.

Discretionary assignments for drug and alcohol offenses can include meeting with an LCC Counselor to discuss drug and alcohol abuse and completion of community drug and alcohol rehabilitation and/or education programs.

- f. College no contact orders – Between the accused student and the complainant or witnesses (when appropriate).

g. College Suspension – Separation of the student from the College for a definite period of time (usually a year or less) after which the student is eligible to return. Conditions for readmission may be specified. Suspensions may be effective immediately or deferred.

When students are issued a suspension for drug and alcohol offenses, re-entry to the College is determined at the return from suspension meeting with Student Compliance. Additional assignments may be required at this meeting to support the success of the student during their re-entry throughout the first year of return.

h. College Dismissal – Separation of the student from the College for a year or more. The student may be eligible for return. Conditions for readmission may be specified. Dismissals will be effective immediately.

When students are issued a dismissal for drug and alcohol offenses, re-entry to the College is determined at the return from dismissal meeting with Student Compliance. Additional assignments may be required at this meeting to support the success of the student during their re-entry throughout the first year of return.

i. College Expulsion – Separation of the student from the College permanently. Expulsions will be effective immediately.

j. Revocation of Admission and/or Degree – Admission to or a degree awarded from the College may be revoked for fraud, misrepresentation, or other violation of College standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.”

Sanctions are administered on a case by case basis, taking into consideration the unique facts and/or mitigating or aggravating circumstances presented. The ultimate goal of the sanctions is to reinforce LCC’s commitment to a positive and safe learning environment consistent with acceptable social standards, and in accordance with federal, state and local laws. To achieve this goal, one or more of the sanctions listed above may be assigned.

Furthermore, when applicable, the Office of Student Compliance will work closely with the LCC Police Department when a student has also violated the law. LCC Police Department will seek prosecution of drug and alcohol related offenses that occur on the college campus and involve currently enrolled students when warranted.

V. Annual Notification of the DAAPP and Biennial Review

A. Employee Notification

Notification of the information contained in the DAAPP will be distributed to all current employees of the college via email and through the College Portal on or before October 1st of each year and to any new employees thereafter on a biweekly basis.

B. Student Notification

Notification of the information contained in the DAAPP will be distributed to all currently enrolled students via email and through the College Portal on or before October 1st of each year and to any new students thereafter once per month.

C. Biennial Review

A biennial review of the DAAPP is conducted and a biennial review report is issued to College leadership. The biennial review includes but is not limited to the determination and evaluation of the number of employee and student drug and alcohol violations and fatalities that occur on the institution's campus or as part of the institution's activities within previous years; the evaluation of the number and type of sanctions imposed; the evaluation of the timeliness and effectiveness of previous drug and alcohol use/abuse programming for employees and students; the development of a two-year plan for drug and alcohol abuse prevention programming for employees and students; and the evaluation of College policies and processes related to drug and alcohol use/abuse for employees and students.

LCC strives to ensure a safe environment for employees and students. There were 15 student drug or alcohol violations in 2014, 14 student drug or alcohol violations in 2015, and 17 student drug or alcohol violations in 2016. Each of the violations were properly addressed, and each of the allegations received a proper investigation and sanction when it was determined that the student violated the Code of Conduct. Sanctions imposed for the drug and alcohol violations included the following (or a combination): written warning, community service, counseling, academic advising, alcohol treatment, discretionary sanctions (such as a requirement of PBT testing on days the student would be on campus; research and presentation of information of the effects of alcohol/drugs; code of conduct assignments), probation, and suspension.

Sanctions were determined on a case by case basis, taking into consideration the severity of the violation, the specific circumstances, the presence of any mitigating or aggravating factors (such as depression or the death of a loved one; an assault or a threat) and/or any prior violations of the Student Code of Conduct.

The number of student drug and alcohol violations on campus have remained relatively the same over the three-year period. From 2014 through 2016, LCC had an average enrollment of approximately 13,000 to 16,000 students for each of the fall and spring semesters. The total number of student violations during this time involved a very low percentage (0.10% to 0.13%) of total semester enrollment with no repeat offenders.

LCC has a very low incidence of employee impairment. There were no reported incidents from 2014 through 2016.

The College supports the goal of reducing alcohol and drug abuse related offenses on campus. As an institution committed to continuous improvement, LCC will seek to understand the cause(s) of the student substance abuse violations; review prevention and treatment best practices and develop effective strategies to lower these incidents. The College will continue to work to achieve low or no employee and student violations of the College's substance abuse policies.

VI. Oversight Responsibility

The Dean of Student Affairs (or his/her designee) shall have oversight responsibility of the DAAPP including, but not limited to: updates, coordination of information required in the DAAPP, and coordination of the annual notification to employees and students.