

DRUG FREE SCHOOLS AND
CAMPUSES AND DRUG FREE
WORKPLACE PROGRAM
GUIDELINES

HOOD
COLLEGE

- I. Introduction..... 3**
- Reporting Use and Misuse 8**
- II. Standards of Conduct Regarding Unauthorized Drugs..... 8**
- Standard Sanctions for Unauthorized Drugs..... 8**
- Students 8
- Reporting Use and Misuse 9**
- III. Standards of Conduct Regarding Tobacco 9**
- IV. Legal Sanctions Under Federal, State and Local Laws..... 9**
- Federal Trafficking Penalties 9**
- State of Maryland Penalties and Sanctions Relating to Alcoholic Beverages and Controlled Substances..... 12**
- V. Drug Conviction and Financial Aid Eligibility 14**
- Penalties for the Possession of Illegal Drugs..... 15
- Penalties for the Sale of Illegal Drugs..... 15
- Free Application for Federal Student Aid (FAFSA)..... 15**
- Convictions During Enrollment 15**
- VI. Health Risks Associated with the Abuse of Alcohol 15**
- VII. Health Risks Associated with the Use of Illicit Drugs 16**
- Cocaine 16
- Heroin..... 17
- Marijuana..... 17
- Prescription Drug Misuse and Abuse 17
- VIII. Health Risks Associated with the use of Tobacco Products 18**
- IX. Alcohol, Tobacco, and Other Drug Programs Available to Students & Employees..... 18**
- Employees..... 19
- X. Distribution of the Annual Notification..... 22**
- Students 22
- Employees 22
- XI. Biennial Review 22**

I. Introduction

In accordance with the Drug-Free Schools and Communities Act and the Drug-Free Workplace Act, Hood College has developed the following Drug and Alcohol Abuse Prevention program. All students and employees are required to comply with the policies set forth in this document. Hood College strives to support healthy and safe life choices when it comes to alcohol and other drugs. In doing so, Hood is committed to preventing the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on campus and at recognized events and activities.

STUDENT CONDUCT STANDARDS ALCOHOL AND OTHER DRUG POLICY

Hood College upholds all state and federal laws regarding the usage, purchase, distribution and selling of alcoholic beverages and other drugs. In addition, specific Hood policies are discussed below. All students, including those who may legally consume alcohol must adhere to these policies.

Hood College does not operate *in loco parentis* with regard to its students. The College is committed to educating students to make and implement appropriate and effective decisions in their own lives. Hood has established a system of educational sanctions for violations of behavioral standards. These are discussed below. Depending upon the severity of the offense (and consistent with local, state and federal law), the College will impose sanctions as discussed below. In addition, any student who violates federal or Maryland State Law may be subject to proceedings by civil authorities, which are separate from any sanctions imposed by the College. Possession and use of alcohol, within the limits set by the state of Maryland and Frederick County will be allowed only in:

- Individual resident rooms and College-leased apartments where ALL residents of the room or apartment are of legal drinking age.
- Common areas of non-residential campus buildings as approved by the Director of Student Engagement, Director of Residence Life and Student Conduct or Dean of Students for officially sponsored College events.
- Refer to Procedures for Campus Events for further details on sponsoring events where alcohol is served.

Violation of the Alcohol and Other Drug Policy on campus by students will be monitored by appointed College personnel (Campus Safety and Security, Residence Life staff, etc.), who will report in writing any alleged infractions to the Dean of Students, Director of Residence Life and Student Conduct or designee. A student conduct hearing will be held to determine responsibility and sanction(s). Final decisions will be sent in writing to the student(s), Director of Campus Safety and Security, Dean of Students and any other affected departments. Students will be held accountable for behavior that fails to comply with those standards outlined in the following policy. Violators will not be released from responsibility for lack of knowledge of these policies.

Sanctions for Alcohol and Drug Violations Severe violations may necessitate immediate dismissal from the College. With attention towards education and rehabilitation, sanctions will be imposed based on the circumstances. Please note that in addition to College disciplinary action, a Maryland Uniform Alcohol Civil Citation may be issued to an offender for any alcohol-related violation committed on Hood College property that violates state law.

The following sanction structure will be imposed based on the violation circumstances. Violations accrue over the entire course of a student's tenure at the College.

First Offense

- Three-hour online educational program(s) on alcohol and/or marijuana use and 67 related issues (and \$100 fee for each course assigned, applied to the student's bill) or alternative educational sanction appropriate to the violation.
- Completion of follow-up surveys to online program(s).
- Course registration and ability to participate in room selection may be blocked or dropped until sanction is completed.
- Disciplinary Probation (Disciplinary Probation may be waived if certain mitigating circumstances exist).

Second Offense

- Complete alcohol or other drug assessment through an off-campus accredited agency as determined by the College, undertaken at the student's expense and/or alternative educational sanctions relevant to the violation when certain mitigating circumstances exist.
- Documented completion of recommendations from assessment, which may include enrollment in an off-campus treatment program and/or drug and alcohol testing, undertaken at the student's expense.
- Student status will be reviewed. Disciplinary Probation may be reinstated or extended, and/or other sanctions such as loss of privileges, relocation or suspension from housing may be enacted.
- Course registration and ability to participate in room selection may be blocked or dropped until sanction is completed.

Third Offense

- Dean's Probation and/or potential dismissal from College housing.
- Ability to remain a Hood College student is reviewed. Either suspension or expulsion may be considered as possible sanctions.
- Completion of community service, the service program or hours as determined by the Dean of Students (or designee) in conjunction with the student.
- Course registration and ability to participate in room selection may be blocked or dropped until sanction is completed.

Fourth Offense

- Automatic dismissal from College housing and potential dismissal from the College.
- Additional educational sanctions as warranted by the violation.

Fifth Offense

- Automatic dismissal from the College.

Non-Academic Sessions (Dry Campus)

Alcohol possession and/or use by students is not permitted in College residential facilities (including leased facilities) when "regular" classes are not in session (i.e., fall and spring semester breaks, spring holiday, orientation, senior week and summer sessions). Any student who is found in violation of this policy will receive a sanction and may find him or herself in jeopardy of automatic suspension or dismissal

from the College. Restrictions on alcohol possession and use in nonresidential buildings and public areas of the campus, as specified elsewhere in this policy, also remain in effect.

Other Specific Behavioral Violations

Behavior considered a violation of the College Alcohol and Other Drug policy includes, but is not limited to, the following:

- Use, possession, sale or distribution of any illegal drugs, including prescription drugs not specifically intended for the individual through a doctor's prescription.
- Use, possession, sale or distribution of any "designer" or analog substance intended to mimic the effects of an illegal substance and/or sale, distribution or purchase/receipt of any substance (legal or illegal) under the pretense that it is actually a prohibited substance.
- Use, possession, sale or distribution of alcoholic substances by persons under 21 years of age.
- Use, possession, sale or distribution of alcoholic substances by anyone to persons under 21 years of age.
- Consumption, possession, sale or distribution of alcoholic beverages in a nondesignated area (including residence hall or language/honors house lounges and living rooms) by any person regardless of age.
- Possession or use of common source containers (e.g., kegs, beer balls, etc.) anywhere on campus.
- Public intoxication or disruptive behavior resulting from drinking or drug use on or off campus, regardless of age.
- Damage to College or individual property as a result of alcohol or other drug use on or off campus, regardless of age.
- Hosting a party (as defined by the Procedures for Campus Events) where alcohol is served, that has not been approved by the Director of Student Engagement or Dean of Students.
- Being underage in a room where alcohol is present.
- Permitting those under the age of 21 to be in one's room or College-leased apartment when alcohol is present.
- Presence of alcohol in a room or College-leased apartment when one of the assigned inhabitants of that room/apartment is under the age of 21.
- Presence in a room or area where illegal drugs are being utilized.
- Possession of empty alcohol containers or "trophy bottles" in a room or College leased apartment where one of the assigned inhabitants in under the age of 21.
- Possession of drug paraphernalia which demonstrates evidence of prior drug use.
- Falsely representing one's age to illegally purchase, receive or obtain any alcoholic beverages.
- Violations of any of the above policies by one's guests. (Note: guests may be banned from campus, prohibited from enrolling in Hood's program or reported to local authorities).

Medical Amnesty & Good Samaritan Policy

Hood College places the safety of students first in situations involving alcohol and drug use. To ensure a student's safety, the College considers overuse of alcohol and drugs (including, but not limited to overdose, toxicity and poisoning) a medical emergency, and seeks appropriate medical treatment in such situations. When a student receives medical attention for these reasons, the College reserves the right to notify parents and guardians as needed. The Medical Amnesty Policy is a way for Hood College to reduce the harmful consequences caused by the abuse of alcohol or drugs. Hood College does not condone underage drinking or the use of illegal drugs. This policy is designed to promote responsible decisions when students are faced with medical emergencies requiring emergency medical attention. Emergency medical attention is defined as admittance to a hospital. The purpose of this policy is to remove barriers and increase the likelihood that students who require emergency medical assistance as a result of high

risk alcohol or drug consumption will receive such assistance. This policy will provide an opportunity for a caring intervention; those who qualify will not receive any sanctions from the College and no Alcohol and Other Drug policy violation will be recorded in the student's educational record.

Qualifying for Medical Amnesty

There are two categories of individuals who may qualify for medical amnesty. *For amnesty to apply, either on or off campus premises 1) the person in need of emergency medical attention, or 2) other individuals present must proactively request assistance for the person in need of assistance.*

These categories are described below:

Persons in need of Emergency Medical Attention, Students who

- a) proactively seek emergency medical attention on their own or
- b) for whom emergency medical attention is proactively sought by other individuals present *and who are transported to the hospital* for reasons directly related to the consumption or use of alcohol or drugs may be eligible to receive medical amnesty.

Students who receive emergency medical attention may be granted medical amnesty only once while enrolled at Hood College. Any subsequent violation will result in a referral to the Student Conduct System.

Other Individuals Present

Students who proactively seek emergency assistance on behalf of persons experiencing alcohol or drug related emergencies are eligible to receive amnesty. In order to encourage students to be proactive in helping others, the College does not set a limit on the number of times a student can seek amnesty while assisting others during an alcohol or drug-related emergency, but reserves the right to revoke future amnesty if an individual student is utilizing this policy in an abusive manner.

Follow-up

Any student who may be eligible for amnesty will meet with the Dean of Students, Director of Residence Life and Student Conduct, or designee. If the student qualifies for medical amnesty, no disciplinary actions will be issued for violation of the Alcohol and Other Drug policy. Students granted amnesty may be required to participate in an appropriate educational program or referred to additional resources on or off campus in order to receive amnesty. Failure to meet with the designated staff member and/or complete the follow-up assigned will disqualify a student for amnesty and result in referral of the matter to the Student Conduct System.

Limitations of Medical Amnesty

Medical amnesty applies to incidents that require emergency medical attention where the student is taken to the hospital in direct relation to the consumption or use of alcohol or drugs, after proactive measures by either the person in need of medical attention him/herself and/or by other individuals present in the incident. The policy does *not* apply to situations where College staff members (including RAs and Campus Safety officers) discover an incident absent such as proactive measures and subsequently or concurrently determine (or are informed) that an individual requires medical attention.

Additionally, the policy does *not* apply to other prohibited conduct, such as, but not limited to, violence and threats, theft, damage and vandalism, compliance, sexual assault, etc. If other prohibited conduct occurs, the student(s) will be held responsible through the Student Conduct System for those violations. Nothing in this policy shall prevent an individual who has enforcement obligations under state or federal law to report, charge, or take other action related to the possible criminal prosecution of any student.

This policy does not protect or preclude a student from civil or criminal action, which is separate from the College process.

EMPLOYEE CONDUCT STANDARDS ALCOHOL AND OTHER DRUG POLICY

Employees who violate Hood College's alcohol policy are referred to the College's Department of Human Resources and are subject to disciplinary actions up to and including termination of employment and/or referral for prosecution as appropriate.

Illicit Drugs and Alcohol Use for Students and Employees

Hood College complies with the Drug-Free Schools and Communities Act Amendment of 1989, Public Law 101-226 and The Drug-Free Workplace Act. These laws requires that, as a condition for receiving federal funds, Hood College must certify that it has adopted an implemented a program to prevent the unlawful possession, use and/or distribution of illicit drugs and alcohol by students and employees. In accordance with the mandates of federal, state, and local legislation, the manufacture, distribution, possession or use of illicit drugs, and the unlawful possession, use or distribution of alcohol on Hood College property—or as part of any of its activities— is prohibited. Substance abuse is one of our primary concerns relative to the health and welfare of members of the Hood College community and we hope the following information is helpful to all who need assistance.

All members of the academic community—students, faculty and staff—share the responsibility for protecting the Hood College environment and all are expected to exemplify high standards of professional and personal conduct. The illegal or abusive use of drugs or alcohol by members of the Hood College community adversely affects the educational environment. Hood College is committed to maintaining a learning environment that is free of illegal drug use and alcohol abuse.

Hood College utilizes educational strategies as its major approach to this problem. Everyone should be aware, however, that any member of the College community who uses illegal drugs or abuses any drug, including alcohol, may be subject to prosecution and punishment by the civil authorities and to disciplinary proceedings by the College.

Individuals who are using drugs should stop. This policy does NOT punish people who seek rehabilitation. All information provided by people who voluntarily avail themselves of drug or alcohol counseling or rehabilitation services will be confidential. It will NOT be used against the individual. For faculty and staff, the EAP (Employee Assistance Program) includes confidential counseling and referral services available to all employees who seek assistance in resolving problems such as alcohol or drug abuse. Drug and alcohol counseling are only a portion of the services provided. For further information, contact Human Resources at x3592.

Students, faculty and staff are responsible, as citizens, for knowing about and complying with the provisions of federal, state and local laws regarding illegal substances. Any member of the College community who violates the law may be subject both to prosecution and punishment by the civil authorities, and also to disciplinary proceedings by the College.

Hood College will initiate disciplinary proceedings against a student, faculty or staff member when the alleged conduct is deemed a violation of College policies and procedures. Sanctions may include education, counseling, dismissal from College housing and/or up to automatic dismissal from the College.

As provided by federal law and regulations, employees participating in a grant supported activity, who are convicted of a criminal drug offense involving a violation in the workplace, must notify the College within five (5) days after such Conviction and are subject to appropriate action by the College. The action may require participation in an approved rehabilitation program or disciplinary action up to and including termination.

Students enrolling at Hood under Title IV eligibility are also required to report drug convictions to the College and must understand that they will lose Title IV eligibility due to a drug conviction.

Questions concerning Hood College's alcohol and drug policy and its provisions should be directed to: Wellness Center (301) 696-3439 Office of Residence Life and Student Conduct (301) 696-3577

Office of Dean of Students (301) 696-3573 Department of Campus Safety and Security (301) 696-3548; or Department of Human Resources (301) 696-3592.

COMPLIANCE

Students are expected to comply with the requests of College officials including, but not limited to administrators, staff and faculty. Students are expected to comply with requests made by dining hall staff, resident assistants and residence hall desk attendants in performance of their duties.

Employees are expected to comply with appropriate behavior standards at social events sponsored by the College that have alcohol. Employees also are expected to not drink on the job and to be able to perform all essential job duties without being under the influence of alcohol and illicit drugs.

Reporting Use and Misuse

Each member of the Hood community is advised to report all suspicions of unlawful possession, use or distribution of illicit drugs, prescription drugs or alcohol or of alcohol abuse to Hood College's Security Office in the Whitaker Center or by calling 301-696-3548.

II. Standards of Conduct Regarding Unauthorized Drugs

The Hood College community affirms unauthorized drug use to be contrary to the goals of the College. The use, possession (including constructive possession), manufacture, distribution and solicitation of controlled dangerous substances, drug paraphernalia, look-alike drugs, unauthorized legal drugs, man-made or naturally occurring substances or inhalants used for the purpose of altering behaviors, mood, or for changing the brain or nervous system, and over-the-counter drugs/medications or prescription drugs in excess of the recommended or prescribed dosage(s) or sharing medication with other individuals is strictly prohibited on Hood College property, Hood sponsored travel, or in connection with any program or activity sponsored or endorsed by Hood College.

Standard Sanctions for Unauthorized Drugs

Students

Violations of the Hood College's Drug Policy are considered serious and may result in suspension, dismissal or expulsion from the College. Students who are found to be distributing drugs will be subject to appropriate sanctions, up to and including expulsion from the College. Students who are found in possession of large quantities of drugs may also be expelled from the College as the large quantity, by itself, may be viewed as intent to distribute.

Employees

Hood College emphasizes education and accountability for our drug free campus. Employees who violate Hood College's Drug Policy are referred to the College's Department of Human Resources and/or are subject to referral to the BHS/EAP, initiation of appropriate disciplinary actions up to and including termination of employment, and referral for prosecution as appropriate.

Reporting Use and Misuse

Each member of the Hood College community is advised to report all suspicions of unlawful possession, use or distribution of illicit drugs or alcohol or of alcohol abuse to the Department of Campus Safety and Security in the Whitaker Center or by calling 301-696-3548.

III. Standards of Conduct Regarding Tobacco

Smoking is prohibited in all Hood College campus buildings including residence hall rooms, hallways, porches, fire escapes and balconies; private offices, conference rooms and hallways; lounges, rest rooms and other enclosed work spaces. This policy prohibits all tobacco products, including e-cigarettes, vaporizers and other smoking paraphernalia. Smoking also is prohibited in campus vehicles, leased and owned. Smoking is permitted outdoors, but cigarette butts must be disposed of properly in provided receptacles. According to Maryland State Law, smokers must be a minimum of 25 feet away from an entrance to a building.

In the case of outdoor smoking at public events, **non-smokers rights prevail** (i.e., a non-smoker can ask a smoker to stop if that person is bothered by the smoke). Violations of this policy will result in a fine. Students in violation of Smoking policies will be referred to the Student Conduct System (See Appendix A: Code of Conduct)

In order to create a healthier environment:

- All areas within 25 feet of building entrances are designated smoke-free zones.
- Cigarette receptacles will be placed 25 feet from building entrances.
- Enforcement will be by self-governance of the campus community.
- Smoke reduction and cessation education will be offered during the academic year by the Wellness Center.

IV. Legal Sanctions Under Federal, State and Local Laws

It is the policy of Hood College to uphold federal, state, and local laws with regards to alcohol and other drug violations. In addition to being subject to College disciplinary measures, individuals who violate the law are also subject to criminal penalties. Further detail regarding possible legal sanctions and penalties are described below.

Federal Trafficking Penalties

The below tables contain a description of federal penalties and sanctions for illegal trafficking and possession of a controlled substance. These charts were downloaded from <https://www.dea.gov/druginfo/ftp3.shtml>, July 12, 2016.

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)				
Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	<p>First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. 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 bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	Cocaine 5 kilograms or more mixture	<p>First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. 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 bodily injury, life imprisonment. 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>
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
II	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	

Substance/Quantity	Penalty
Any Amount Of Other Schedule I & II Substances	First Offense: 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 not an individual.
Any Drug Product Containing Gamma Hydroxybutyric Acid	Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual,
Flunitrazepam (Schedule IV) 1 Gram or less	
Any Amount Of Other Schedule III Drugs	First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. 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,
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Any Amount Of All Schedule V Drugs	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.
Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule I Substances	
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	First Offense: 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. Second Offense: 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 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	First Offense: 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. Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50 million if other than an individual.

Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	
Hashish More than 10 kilograms	First Offense: 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. Second Offense: 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.
Hashish Oil More than 1 kilogram	
Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants	First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual. Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish 10 kilograms or less	
Hashish Oil 1 kilogram or less	

State of Maryland Penalties and Sanctions Relating to Alcoholic Beverages and Controlled Substances

All members of the Hood College community are subject to the alcohol laws of the state of Maryland. Under the laws of Maryland, no individual under the age of 21 may purchase, possess, or consume alcoholic beverages. Violators of this law face a fine of \$500 for a first offense and \$1,000 for second or subsequent offenses (Md. Crim. Law Section 10-119(h)(1)(i)&(ii)). If you are over 21 and knowingly furnish alcohol to a minor, you face a fine of up to \$2,500 for a first violation and a fine of up to \$5,000 for a second or subsequent violation (Md. Crim. Law Section 10-119(h)(2)(i) & (ii)). Furthermore, if you are under 21 and in possession of a fake ID, you face a fine of up to \$500, up to two months in prison, 12 points on your license, and suspension or revocation of your driver's license (Md. Crim. Law Section 10-119(k)(ii)(3)).

The state of Maryland also aggressively enforces impaired driving laws. The penalties for being found guilty of Driving Under the Influence of Alcohol (DUI) are a \$1,000 fine, up to one year in jail, 12 points on your license, and license revocation for up to 6 months. The penalties for being convicted of Driving while Impaired by Alcohol (DWI) is a \$500 fine, up to one-year imprisonment, 8 points on your license, and up to 120-day license suspension. The penalties of violating either law are higher for a second offense and they are substantially higher if you are transporting a minor at the time of the offense or for a third offense. For additional information regarding these laws, students and employees should refer to [Maryland's Motor Vehicle Administration](#).

All members of the Hood College community should be aware that important changes to Maryland's drunk driving laws took effect on October 1, 2016. On this date, Noah's Law went into effect. [Noah's Law](#) significantly expanded [Maryland's Ignition Interlock Program](#) and also significantly increased driver's license suspension periods for individuals arrested for impaired driving. For additional information, students and employees should refer to [Maryland's Motor Vehicle Administration](#).

All members of the Hood College community should be aware that while the state of Maryland has decriminalized marijuana in amounts of less than 10 grams, the use of marijuana at Hood College remains a violation of Hood's Policy Manual. Likewise, drug paraphernalia used to smoke marijuana is also a violation of Hood's Policy Manual despite the fact that paraphernalia has been decriminalized in the state of Maryland

Sanctioning guidelines for the state of Maryland may be found by accessing the following link provided by the Maryland State Commission on Criminal Sentencing Policy (MSCCSP): <http://www.msccsp.org/Files/Guidelines/offensetable.pdf>. Specific information related to alcoholic beverages may be found on page 2 of the MSCCSP document. Information related to CDS & paraphernalia may be found beginning page 7. Finally, information related to Prescription Drugs and Other Substances may be found on page 38. For convenience, the below chart provides a summary of sanctioning guidelines for selected offenses. However, students and employees are encouraged to review all the relevant sanctioning guidelines in the MSCCSP document.

Offense	Source	Felony or Misd.	Max Term	Fine
Alcoholic Beverages Intoxicated and endanger safety of person or property; or intoxicated or drink alcoholic beverage in public place and cause public disturbance	2B, §19-101 2B, §19-102 (penalty)	Misd.	90 Days	\$100
CDS and Paraphernalia Manufacture, distribute, or dispense controlled dangerous substances near schools or on school vehicles, 1 st offense	CR, §5-627	Felony	20 Years	\$20,000
CDS and Paraphernalia Manufacture, distribute, or dispense controlled dangerous substances near schools or on school vehicles, subsequent	CR, §5-627	Felony	40Y Mandatory Minimum = 5Y	\$40,000

CDS and Paraphernalia Using minors for manufacture, delivery, or distribution of controlled dangerous substances.	CR, §5-628(a)(1)	Felony	20Y	\$20,000
Prescription Drugs and Other Substances Harmful substances – distribution; possession with intent to distribute; instruction in the unlawful inhaling; or distribution of butane can to minor, 1 st offense	CR, §5-627	Misd	18M	\$1,000
Prescription Drugs and Other Substances Harmful substances – distribution; possession with intent to distribute; instruction in the unlawful inhaling; or distribution of butane can to minor, subsequent	CR, §5-627	Misd	18M	\$1,000
Weapons Crimes – In General Possess, use, wear, carry, or transport a firearm in a drug offense, 1 st offense	CR, § 5-621	Felony	20Y MM = 5Y	
Weapons Crimes – In General Possess, use, wear, carry, or transport a firearm in a drug offense, subsequent	CR, § 5-621	Felony	20Y MM = 10Y	

*Each of the above laws do allow for certain exceptions, though these exceptions are limited and may not apply to most students and employees. Those who may wish to view these exceptions are encouraged to refer to the Frederick County Code.

V. Drug Conviction and Financial Aid Eligibility

Under the Higher Education Act, a student may become ineligible for federal student aid upon conviction of any offense involving the possession or sale of illegal drugs while receiving Title IV federal financial aid. Federal aid includes Federal Direct Loans, Federal Direct PLUS Loans, Federal Direct Graduate PLUS Loans, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Work-Study, and Perkins Loans.

Penalties for the Possession of Illegal Drugs

First Offense: Ineligible to receive aid for 1 year from the date of conviction

Second Offense: Ineligible to receive aid for 2 years from the date of conviction

Third and Subsequent Offenses: Indefinite ineligibility from the date of conviction

Penalties for the Sale of Illegal Drugs

First Offense: Ineligible to receive aid for 2 years from the date of conviction
Second and Subsequent Offenses: Indefinite ineligibility from the date of conviction

How to Regain Eligibility

A student can regain eligibility for federal student aid funds by successfully completing a drug rehabilitation program. To be sufficient to reinstate financial aid eligibility, the program must include at least 2 unannounced drug tests AND be recognized as a Federal, State, or local government agency program. A student will regain eligibility on the date of successfully completing the program.

Free Application for Federal Student Aid (FAFSA)

A question on the FAFSA form asks if the student has ever been convicted of a drug-related offense. Failure to answer this question will automatically disqualify the student from receiving Federal aid. Falsely answering this question, if discovered, could result in fines up to \$20,000, imprisonment, or both.

Convictions During Enrollment

According to the United States Department of Education, if a student is convicted of a drug offense after receiving Federal aid, he or she must notify the Financial Aid Department student. Further, the student will be ineligible for further aid and will also be required to pay back all aid received after the conviction.

VI. Health Risks Associated with the Abuse of Alcohol

The [Substance Abuse and Mental Health Services Administration](#) (SAMSHA) and [The National Institute on Alcohol Abuse and Alcoholism](#) provide detailed information regarding the health risks associated with the abuse of alcohol. The information provided below was taken directly from their websites and was retrieved on July 17, 2016.

According to SAMSHA, excessive alcohol use, including underage drinking and binge drinking (drinking 5 or more drinks on a single occasion for men or 4 or more drinks on an occasion for women), can increase a person's risk of developing serious health problems, including brain and liver damage, heart disease, hypertension, and fetal damage in pregnant women. According to the Centers for Disease Control and Prevention (CDC), alcohol use causes 88,000 deaths a year.

The National Institute on Alcohol Abuse and Alcoholism provides the following information on how alcohol can affect your body:

Brain: Alcohol interferes with the brain's communication pathways, and can affect the way the brain looks and works. These disruptions can change mood and behavior, and make it harder to think clearly and move with coordination.

Heart: Drinking a lot over a long time or too much on a single occasion can damage the heart, causing problems including: Cardiomyopathy (Stretching and drooping of heart muscle); Arrhythmias (Irregular

heart beat); Stroke; High blood pressure.

Research also shows that drinking moderate amounts of alcohol may protect healthy adults from developing coronary heart disease.

Liver: Heavy drinking takes a toll on the liver, and can lead to a variety of problems and liver inflammations including: Steatosis, or fatty liver; Alcoholic hepatitis; Fibrosis; Cirrhosis

Pancreas: Alcohol causes the pancreas to produce toxic substances that can eventually lead to pancreatitis, a dangerous inflammation and swelling of the blood vessels in the pancreas that prevents proper digestion.

Cancer: Drinking too much alcohol can increase your risk of developing certain cancers, including cancers of the: Mouth, Esophagus, Throat, Liver, and Breast.

Immune System: Drinking too much can weaken your immune system, making your body a much easier target for disease. Chronic drinkers are more liable to contract diseases like pneumonia and tuberculosis than people who do not drink too much. Drinking a lot on a single occasion slows your body's ability to ward off infections – even up to 24 hours after getting drunk.

More information may be found at [Beyond Hangovers: understanding alcohol's impact on your health](#), which is provided by the National Institute on Alcohol Abuse and Alcoholism.

VII. Health Risks Associated with the Use of Illicit Drugs

The [Substance Abuse and Mental Health Services Administration](#) (SAMSHA) and [The National Institute on Drug Abuse](#) (NIDA) provide detailed information regarding the health risks associated with the use of illicit drugs. The information provided below was taken directly from their websites and was retrieved on July 16, 2016.

Cocaine

According to SAMSHA, cocaine has two main pharmacological actions. It is both a local anesthetic and a central nervous system stimulant—the only drug known to possess both of these properties. The effects experienced in the early stages of cocaine use include a generalized state of euphoria in combination with feelings of increased energy, confidence, mental alertness, and sexual arousal.

As users come down from their cocaine high, some experience temporary, unpleasant reactions and after effects, which may include restlessness, anxiety, agitation, irritability, and insomnia. With continued, escalating use of cocaine, the user becomes progressively tolerant to the positive effects while the negative effects, such as a dysphoric, depressed state, steadily intensify. Prolonged use may result in adverse physiological effects involving the respiratory, cardiovascular, and central nervous systems. Cocaine use may also result in overdose and death.

Psychologically, the effects of chronic cocaine use are the opposite of the initial effects. These effects can include paranoia, confusion, and an inability to perform sexually. The chronic use of cocaine may also lead to acute adverse physiological effects to the respiratory, cardiovascular, and central nervous systems. Chronic cocaine use can also lead to hospital emergency room visits, prompted by chest pain

or palpitations, psychiatric complaints ranging from altered mental states to suicidal ideation, and neurological problems including seizures and delirium.

More information may be found on the NIDA webpage entitled [DrugFacts: Cocaine](#).

Heroin

According to SAMSHA, heroin is a powerful opiate drug. Heroin looks like a white or brownish powder, or as the black sticky substance known on the streets as “black tar heroin.” It is diluted with other drugs or with sugar, starch, powdered milk, or quinine before injecting, smoking, or snorting. Some of the physical symptoms of heroin are euphoria, drowsiness, respiratory depression, constricted pupils, nausea, and dry mouth.

A heroin overdose causes slow and shallow breathing, blue lips and fingernails, clammy skin, convulsions, coma, and can be fatal.

Many young people who inject heroin report misuse of prescription opioids before starting to use heroin. In addition to increasing the risk of overdose, the intravenous use of heroin places individuals at higher risk of diseases like HIV and hepatitis C.

More information may be found on the NIDA webpage entitled [DrugFacts: Heroin](#).

Marijuana

According to SAMSHA, the short-term effects of marijuana include problems with memory and learning, distorted perception, difficulty in thinking and problem-solving, and loss of coordination. Among youth, heavy cannabis use is associated with cognitive problems and increased risk of mental illness. More information may be found on the NIDA webpage entitled [DrugFacts: Marijuana](#).

Prescription Drug Misuse and Abuse

According to SAMSHA, prescription drug misuse and abuse is the intentional or unintentional use of medication without a prescription, in a way other than prescribed, or for the experience or feeling it causes. This issue is a growing national problem in the United States. Prescription drugs are misused and abused more often than any other drug, except marijuana and alcohol. This growth is fueled by misperceptions about prescription drug safety, and increasing availability. A [2011 analysis by the Centers for Disease Control and Prevention](#) found that opioid analgesic (pain reliever) sales increased nearly four-fold between 1999 and 2010; this was paralleled by an almost four-fold increase in opioid (narcotic pain medication) overdose deaths and substance abuse treatment admissions almost six times the rate during the same time period.

Prescription drug abuse-related emergency department visits and treatment admissions have risen significantly in recent years. Other negative outcomes that may result from prescription drug misuse and abuse include overdose and death, falls and fractures in older adults, and, for some, initiating injection drug use with resulting risk for infections such as hepatitis C and HIV. According to results from the 2014 NSDUH report, 12.7% of new illicit drug users began with prescription pain relievers.

More information may be found on the NIDA webpage entitled [DrugFacts: Prescription and Over-the-Counter Medications](#).

VIII. Health Risks Associated with the use of Tobacco Products

According to SAMSHA, tobacco use is the leading cause of preventable illness and death in the United States. Although the adult smoking rate has declined to about 17%, currently more than 40 million Americans smoke. Cigarette smoking and exposure to tobacco smoke account for more than 480,000 deaths annually in the United States.

In addition, E-cigarettes typically contain nicotine which is known to be harmful to the developing brain and should not be used by teens or pregnant women.

According to the Center for Disease Control and Prevention (CDC)

- Smokers are more likely than nonsmokers to develop heart disease, stroke, and lung cancer.
- Smoking can cause cancer almost anywhere in your body.
- Smoking causes about 90% (or 9 out of 10) of all lung cancer deaths in men and women. More women die from lung cancer each year than from breast cancer.
- About 80% of all deaths from chronic obstructive pulmonary disease (COPD) are caused by smoking. Cigarette smoking increases risk for death from all causes in men and women.

IX. Alcohol, Tobacco, and Other Drug Programs Available to Students & Employees

Students

Hood College provides alcohol and drug education to all new students through new student orientation and through the students' required completion of the online educational program AlcoholEdu. Resident Assistants host programming in their respective halls throughout the academic year on alcohol awareness and illicit drug prevention. RA's educate their peers on issues such as binge drinking, health risks, alcoholism, drunk driving, assault, and alcohol related laws.

MyStudentBody.com, which is a required component of the Hood College health form, focuses on three areas: alcohol, drugs and sexual violence.

Throughout the academic year, Hood College's Wellness Center staff provide educational programs to students on drug and alcohol related topics. Each year, Hood participates in the National Alcohol Screening Day (NASD) held in April. In 2016, 10 screening forms were completed by Hood students. Counselors and educational materials are always provided to all participants. Licensed counselors follow up with students identified with alcohol or drug concerns. In addition, health professionals in the Wellness Center are available to provide assistance to students on an individual, confidential fashion as well as to offer referrals to off-campus providers.

Hood College's Office of Residence Life, in collaboration with the Department of Campus Safety and Security and the Wellness Center, provides alcohol education to students who come on their own and others who are found responsible for violating the College's Alcohol Policy. Following the second offense, students are required to complete alcohol or other drug assessment through an off-campus accredited agency as determined by the College.

Students who violate Hood College's alcohol and or drug policy, and who are permitted to remain enrolled at the College, are typically required to obtain drug education and treatment from a College approved off-campus provider.

Hood has an Alcohol Committee that meets on a bi-monthly basis. The committee includes staff from the following departments: Health Center, Campus Safety and Security, Residence Life, Human Resources and student representatives. The mission of the alcohol committee is to support and promote healthy & safe life choices for all faculty, staff & students of the Hood Community through educational resources, alternative programming and positive reinforcement.

Finally, there are numerous off-campus resources that students may wish to explore, including those noted below. Students may wish to contact Hood College's Wellness Center for assistance in evaluating these options.

- a. SAMSHA, the [Substance Abuse and Mental Health Services Administration](#), provides a [Behavioral Health Treatment Services Locator](#), which is a confidential and anonymous source of information for persons seeking treatment facilities in the United States or U.S. Territories for substance abuse/addiction and/or mental health problems.
- b. SAMSHA also offers free and confidential information in English and Spanish for individuals and family members facing substance abuse and mental health issues, 24 hours a day, 7 days a week. To access SAMHSA's National Helpline, call 1-800-662-HELP (4357) or use 1-800-487-4889 (TDD).
- c. Maryland's [Behavioral Health Administration](#) offers valuable resources related to drug treatment and drug prevention.
- d. A free support and resource to stop smoking: call 1-800-QUIT-NOW (1-800-784-8669) and visit smokefree.gov/.

Employees

Employees may access alcohol and drug information through, Hood College's BHS Employee Assistance Program, by calling 800-327-2251 www.bhsonline.com. For additional information, employees may contact the Department of Human Resources 301-696-3592.

There are also numerous off-campus resources that employees may choose to explore, including those noted below.

1. SAMSHA, the [Substance Abuse and Mental Health Services Administration](#), provides a [Behavioral Health Treatment Services Locator](#), which is a confidential and anonymous source of information for persons seeking treatment facilities in the United States or U.S. Territories for substance abuse/addiction and/or mental health problems.
2. SAMSHA also offers free and confidential information in English and Spanish for individuals and family members facing substance abuse and mental health issues, 24 hours a day, 7 days a week. To access SAMHSA's National Helpline, call 1-800-662-HELP (4357) or use 1-800-487-4889 (TDD).

3. Maryland's [Behavioral Health Administration](#) offers valuable resources related to drug treatment and drug prevention.
4. A free support and resource to stop smoking: call 1-800-QUIT-NOW (1-800-784-8669) and visit smokefree.gov/.

Getting Help

The College provides resources and referral services for students, faculty and staff confronted with a problem of drug and/or alcohol abuse as part of our substance abuse awareness program. Students may obtain information or referrals from the Counseling and Advising office or the Vice President for Learning Support.

Area Drug and Alcohol Abuse Services:

Detoxification Services

Frederick Memorial Hospital Emergency Room
400 West 7th Street, Frederick, MD 21701 • 240.566.3500
(For medical emergencies only)

Behavioral Health Services of Washington County Health System Washington County Hospital
11116 Medical Campus Road, Hagerstown, MD 21742 • 301.766.7600

Frederick County Health Department
Substance Abuse Services - Adult Services
350 Montevue Lane, Frederick, MD 21702 • 301.600.1775
(Outpatient detoxification)

Inpatient Treatment Facilities

Jackson Unit
Country Club Road, Cumberland, MD 21502 • 301.777.2290
30-day residential treatment program for youth, ages 13 -18 who present a primary diagnosis of drug and/or alcohol abuse or dependence. Serves residents of Allegany, Garret, Washington, and Frederick counties.

Massie Unit
Country Club Road, Cumberland, MD 21502 • 301.777.2285
Residential treatment facility designed to provide comprehensive, addictions treatment to people who are chemically dependent or abuse chemicals and their significant others. Referrals for admission are accepted from employee assistance programs, hospitals, private physicians, counseling and community agencies, lawyers, legal/judicial system and others. Transportation is provided to and from the facility to the Western Maryland cities of Frederick, Hagerstown and Oakland.

Mountain Manor Treatment Center
9701 Keysville Road, Emmitsburg, MD 21727 • 301.447.2360
50-bed short term, high intensity adult residential substance abuse treatment. Its 12-step based program includes a detox track, relapse prevention, full medical and nursing services, and psychiatric support for dual diagnosis patients. The program also features a long-term residential track for pregnant and post-partum substance abusing women who may keep their young children and infants with them.

Outpatient Services

Frederick County Health Department

Substance Abuse Services – Adult Services

350 Montevue Lane, Frederick, MD 21702 • 301.600.1775

Adult outpatient services, IOP, outpatient detoxification, in-house psychiatric consultations and assessments, narcotics treatment program, men’s recovery groups, women’s recovery groups, and other specialty groups and alternative health services.

Frederick County Health Department

Substance Abuse Division – Adolescent Services

350 Montevue Lane, Frederick, MD 21702 • 301.600.3293

Adolescent outpatient services, IOP, At Risk Group, and Parent Group.

Allied Counseling Group

306 West Patrick Street, Frederick, MD 21701 • 301.698.7077

Comprehensive mental health services, including state-licensed and certified treatment for substance abuse, MVA certified DWI program, relapse prevention, continuing care, in-patient referrals; intensive outpatient treatment.

Crossroads Center

203 Broadway Street, Frederick, MD 21701 • 301.696.1950

Adult and adolescent intensive outpatient counseling for persons with alcohol and drug problems, abuse, and dependence. MVA approved DWI programs.

Residential Treatment Facilities

Gale Houses, Inc.

336 North Market Street, Frederick, MD 21701 • 301.662.2303

Operates private, nonprofit residential treatment continuing care (halfway and transitional houses) for women and men recovering from drug and/or alcohol addiction. Admission is allowed by referral from addiction professionals.

Olsen House for Men

608 East Patrick Street Frederick, MD 21701

301.662.2303

Gale House for Women

336 North Market Street Frederick, MD 21701

301.662.2303

Self-Help Groups

Alcoholics Anonymous

301.662.0544

Al-Anon

301.663.6626

Narcotics Anonymous

301.662.3263

Cocaine Anonymous

1.202.726.1717

24-Hour Hotline Services

Frederick County Hotline

301.662.2255

Alcohol Hotline

1.800.Alcohol

X. Distribution of the Annual Notification

Hood College has written alcohol and other drug policies for students and employees that are widely distributed via handbooks, websites, undergraduate and graduate catalogs. These written policies are in compliance with federal guidelines.

Students

1. Beginning with the Fall 2017 semester, the entire Drug and Alcohol Abuse Prevention program will be emailed to all students (undergraduate and graduate) enrolled in the institution. This email will be sent within the first month of the start of the semester.
2. Hood College's Drug and Alcohol Abuse Program can be found on Hoods website under Campus Life section, in Policies.

Employees

1. Beginning with the Fall 2017 semester, the entire Drug and Alcohol Abuse Prevention program will be emailed to all employees of the institution. This email will be sent within the first month of the start of the semester.
2. A webpage has been created on Hood College's external webpage in the Human Resources section, in the Policies and Procedures area.

XI. Biennial Review

In accordance with the U.S. Department of Education's *Drug-Free School and Communities Act*, Hood College will complete a biennial review of its drug and alcohol abuse prevention program. This review will be completed at the end of even numbered years and will examine the variety of programs that are being offered at Hood College to support healthy and safe life choices when it comes to alcohol and other drugs, the enforcement of the College's policies when violations of the policies occur, and recommendations for any necessary changes. This review will be conducted by the Dean of Students in collaboration with Hood College's Alcohol and Drug Prevention Committee. The Alcohol and Drug Awareness and Prevention Committee is a task force chaired by Hood College's Chief of Campus safety and Security, and co-chaired by the Director of Health Services. Members of the Alcohol and Drug Prevention Committee include: Vice-President for Student Life and Dean of Students, Director of Health Services, Director of Campus Safety and Security, Senior Human Resources Generalist/Employment Coordinator, Director of Residence Life, and participation is encouraged to all students, faculty and staff by an open invitation to join.