



Drug and Alcohol Abuse Prevention Policy and Procedures

A Guide for Beal University Students, Faculty and Staff

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Purpose of Drug and Alcohol Abuse Prevention Program

In an effort to maintain a campus environment that supports and encourages the dissemination of knowledge, the University will provide a drug and alcohol abuse prevention program in compliance with the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendment of 1989. All students and employees share in the responsibility for protecting our environment and are expected to exemplify high standards of professional and personal conduct. The unlawful manufacture, distribution, dispensation, possession or use of alcohol; illegal drugs; or controlled substances by members of the Beal University community adversely affects the educational environment. Therefore, the University is committed to having a drug-free campus.

The following material will provide you with information concerning:

- Standards of conduct that clearly prohibit the unlawful use of alcohol, illegal drugs or controlled substances by students and employees on its property or any University activity.
- A description of applicable legal sanctions under law for the unlawful possession or distribution of illegal drugs or alcohol.
- A description of health risks associated with the use and/or abuse of illegal drugs or the abuse of alcohol.
- And a clear statement that Beal University will impose disciplinary sanctions on students and employees for violations of this policy.

All employees and students are expected to adhere to this policy during the course of employment and/or enrollment at Beal University.

Drug and Alcohol Abuse Policy

In accordance with the Drug-Free Schools and Communities Act Amendment of 1989 and Drug-Free Workplace Act of 1988, Beal University supports and maintains a drug-free living and learning environment and workplace for its students, faculty and staff. As a result, the University strictly prohibits the unlawful manufacture, distribution, dispensation, possession or use of alcohol; illegal drugs; and controlled substances, and possession of drug paraphernalia by students and employees, including volunteers and guests, on University property or at any University-sponsored event on or off campus. Alcohol may be served at University events with prior authorization. The consumption of alcohol at events when the University has authorized such use is permitted only by individuals of legal drinking age.

Any student failing to comply with the policy constitutes a violation of the Beal University Student Code of Conduct and offenders will be subject to sanctions, consistent with local, State, and Federal law, up to and including suspension or dismissal.

Any employee in violation of the policy will be subject to disciplinary action up to and including termination of employment. Employees are required to report any drug- or alcohol-related convictions occurring in the workplace to the University no later than five (5) days after such conviction. Such conviction may also result in termination of employment.

The University reserves the right to pass on information regarding possession, use and/or distribution of illegal drugs and drug paraphernalia by any member of its community to local, state, and federal authorities as required. Federal legislation mandates that individuals cannot receive federal aid if they have been convicted of the possession or sale of illegal drugs for an offense that occurred while they were receiving federal student aid.

Beal University Student Conduct Code

Upon enrollment to Beal University, students pledge to uphold and abide by the Student Conduct Code. All students are bound under this code and any violation of the Student Conduct Code will be dealt with accordingly. The Student Conduct Code has been established in an effort to promote a balance between the interests of the individual and those of the Beal University community. The regulations contained within the Student Conduct Code regarding alcohol, drugs, paraphernalia and controlled substances apply to all students, faculty, staff, alumni, and visitors or guests of the University.

Student Alcohol Violations

Beal University, recognizes that some responsible individuals consume alcohol and realizes that there are members of the Beal University community of legal drinking age, the following policy has been established.

Any failure to comply with the following policy constitutes a violation of the Beal University Student Conduct Code.

1. Age limitations. The laws of the state of Maine pertaining to the possession and use of alcoholic beverages shall be followed specifically. It is illegal for persons under the age of 21 to consume or possess alcohol or for persons of legal drinking age to supply alcoholic beverages to those who have not reached the age of 21. Alcohol may not be consumed or possessed in a room where either student is under the legal drinking age.
2. Closed containers. Students may not loiter in public areas while in possession of alcoholic beverages. (A closed container is one on which the seal has not been broken).
3. Public display of alcoholic beverages on campus or University-owned property. Alcoholic beverages may not be possessed or consumed by persons of any age outside of individual residence hall rooms, unless at an approved, University-sponsored event.
4. Purchase of alcohol with University funds. Neither the University nor any group, which owes its existence to Beal University, whether officially or unofficially, formally or informally, will be permitted to use any organizational funds derived from or held by the institution for the purchase of any kind of alcoholic beverage.
5. Social functions. Beal University does not permit alcoholic beverage at student-sponsored or athletic events on or off campus. All members of the Beal University community are responsible for abiding by this policy and the enforcement thereof.
6. Alcohol abuse. Unbecoming behavior or any conduct violation committed by a student under the influence of alcohol is not acceptable in the Beal University community. Alcohol abuse is considered any use of alcohol by a student which leads to medical consequences or inappropriate behavior. Examples of such include but are not limited to: alcohol poisoning,

blackouts, gastritis (vomiting), alcohol-related physical injuries, verbal abuse, physical abuse, property damage, failure to comply with University officials, reoccurring episodes of intoxication or a single episode of intoxication in which the Dean of Students or his/her designee believes that the level of intoxication posed a risk to the student's or other students' health or well-being.

7. Binge drinking. Any drinking game or common container found on campus or at a University sponsored off campus event shall be considered to be used for binge drinking. Pong tables/set ups, Beer kegs, bongos/funnels and other common containers are considered a violation.
8. Off-campus violations. Although Beal University cannot and does not accept responsibility for the conduct of students while they are off University property and cannot regulate the sale of alcoholic beverages to members of the Beal University community by the management of off-campus businesses, the University reserves the right to make off-campus conduct by its students a matter of the judicial policy under the Student Conduct Code.

Student Illegal Drugs, Drug Paraphernalia and Substance Abuse Violations

1. Substance abuse. Beal University has a zero tolerance policy for the use of illegal drugs, drug paraphernalia, and substance abuse of any type. Therefore, any substance, legal or otherwise, that is used for the intention of intoxication/impairment, or misused regardless of intent, and is deemed harmful or potentially harmful to self or others, will be considered substance abuse.
2. Illegal drugs. The possession, use and/or distribution of illegal drugs and drug paraphernalia.*
3. Drug paraphernalia. Prohibited and illegal items include, but are not limited to: any amount of an illicit drug (including seeds), bongos, pot pipes (bowls), rolling papers, scales (electronic or hand-held), blow tubes, etc.

* While the use of marijuana is legal in the state of Maine, it is not federally legal and not allowed on our campus.

Sanctions Imposed on Students for Violations

1. Disciplinary reprimand
2. Educational sanction
3. Community restitution
4. Required substance abuse assessment and/or counseling
5. Disciplinary/Social Probation
6. Suspension or dismissal

Refer to the Student Handbook for level of sanction based on first, second and third offense.

EMPLOYEES

Violations by Employees

All employees of Beal University are responsible for compliance with the Drug-Free Workplace Policy as a condition of continued employment. Violations will be subject to discipline, up to and including immediate termination of employment.

Drug and Alcohol Testing for Employees

Reasonable Cause

Employees who are reasonably suspected of using alcohol or illegal drugs or of abusing controlled substances in the workplace or of performing official duties while under the influence of alcohol, illegal drugs, or abused controlled substances will be required to undergo an alcohol and/or drug test. "Reasonable cause" exists when an employee exhibits behavior that suggest impairment from drug or alcohol use or when job performance or safety is affected. An employee may be requested to take a drug or alcohol test if management officials or supervisors have a reasonable belief that the employee's faculties are impaired while at work due to drug or alcohol use.

Post-accident

Employees may be subject to drug and/or alcohol testing when he/she cause or contribute to accidents that seriously damage a Beal University vehicle, equipment or property or result in an injury to himself/herself or another employee requiring offsite medical attention. A circumstance that constitutes probable belief will be presumed to arise in any instance involving a work-related

accident or injury in which an employee who was operating a motorized vehicle is found to be responsible for causing the accident. In any of these instances, the investigation and subsequent testing must take place within two hours following the accident, if not sooner.

Follow-up

Employees who have tested positive for drug and/or alcohol, or otherwise violated this policy, are subject to discipline, up to and including termination. Depending on the circumstances and the employee's work history/record, Beal University may offer an employee who violates the policy or tests positive the opportunity to return to work on a last-change basis pursuant to mutually agreeable terms, which could include follow-up drug testing at times and frequencies determined by Beal University for a minimum of one year but not more than two years as well as a waiver of the right to contest any termination resulting from a subsequent positive test. If the employee does not comply with the agreed upon terms and conditions, the employee will be subject to immediate termination from employment.

Consequences

Employees who refuse to cooperate in required tests, who use, possess, buy, sell, manufacture or dispense any illegal drug in violation of this policy, or who tests positive for alcohol or illegal drug use under this policy, will be disciplined, up to and including termination. Employees will be paid for time spent in alcohol or drug testing and then subject to unpaid suspension pending the results of the drug or alcohol test. After the results of the test are received, a date and time will be scheduled to discuss the results of the test; this meeting will include the supervisor, and Human Resources. Should the results prove to be negative the employee will receive back pay for the times/days of suspension.

Confidentiality

Information and records relating to positive test results, drug and alcohol dependencies, and legitimate medical explanations provided to Human Resources will be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files. Such records and information may be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed when relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee.

Inspections

Beal University reserves the right to inspect all portions of its premises for drugs, alcohol or other contraband. All employees, contract employees and visitors may be asked to cooperate in inspections of their persons, work areas and property that might conceal a drug, alcohol or other contraband. Employees who possess such contraband or refuse to cooperate in such inspections are subject to disciplinary action, up to and including termination.

Annual Dissemination

The Office of Student Services will provide all Beal University students an electronic copy annually at the beginning of each academic year. A link to the Drug and Alcohol Abuse Prevention Policy and Procedures is available on the Beal University website.

Annual Review

In an effort to comply with Drug-Free Schools and Campuses Regulations an annual review will be conducted by Beal University. The purpose of the review is to:

- Determine the effectiveness and implement changes to the program if needed
- Ensure that the disciplinary sanctions described in the program are consistently enforced

The Provost and Director of Human Resources will meet biennially to discuss documented instances where the Drug and Alcohol Abuse Policy has been violated. They will submit their findings to the President and present improvements and/or changes to the program. A report of the biennial review will be available in the Office of Human Resources and the Office of Student Services.

Drug and Alcohol Health Risks

	Signs & Symptoms	Health Effects
<p>Alcohol Alcohol is a depressant that may affect judgment and decision-making abilities, slow down the central nervous system and brain functions, and reduce coordination and reflex actions.</p>	<p>Dulled mental processes Lack of coordination Slowed reaction time Poor judgment Reduced inhibitions</p>	<p>Liver cancer, fatty liver, hepatitis, cirrhosis Increased risk of cancer Kidney disease Ulcers Increased acid in the stomach High blood pressure and strokes Heart muscle disease or heart failure</p>
<p>Marijuana Marijuana is a derivative of the cannabis sativa plant and is illegally used for its intoxicating effects and dreamy state of relaxation and euphoria.</p>	<p>Bloodshot eyes Dry mouth and throat Increased appetite Impaired or reduced short-term memory and comprehension Altered sense of time Alter ability to perform tasks requiring concentration and coordination</p>	<p>Emphysema-like symptoms Respiratory track and sinus infections Lowered immune system response Damage to lungs and pulmonary system</p>
<p>Inhalants Inhalants are mood altering substances that are voluntarily inhaled. Most substances used are commercial and household products, such as solvents and aerosols, which are easily obtained and are not harmful, if used for the purpose intended and as directed.</p>	<p>Nausea Sneezing Coughing Nosebleeds Fatigue Poor Coordination Loss of appetite Decrease heart and respiratory rates</p>	<p>Hepatitis Brain damage Debilitating effects on the central nervous system Weight loss Fatigue and Muscle fatigue Electrolyte imbalance Permanent damage to nervous system Disorientation, violent behavior, unconsciousness or death</p>

	Signs & Symptoms	Health Effects
<p>Cocaine Cocaine is the most potent stimulant of organic origin and the most widely used of the stimulants. Crack is a form of cocaine.</p>	<p>Dilated pupils Insomnia Loss of appetite Tactile hallucinations Paranoia Seizures Anxiety, agitation Wide mood swings Difficulty in concentration</p>	<p>Elevated blood pressure Elevated heart rate Elevated respiratory rate Elevated body temperature Death by cardiac arrest or respiratory failure</p>
<p>Other Stimulants Stimulants are drugs that stimulate the central nervous system and excite bodily activity. Examples are amphetamines, khat or methamphetamine.</p>	<p>Mood changes Impaired concentration Impaired mental functioning Swings between apathy and alertness Restless, anxious and moody behavior Poor coordination Sleeplessness and anxiety</p>	<p>Increased heart and respiratory rates Elevated blood pressure Sweating, headaches, dizziness Blurred vision Rapid or irregular heartbeat Tremors Physical collapse</p>
<p>Depressants Depressants are drugs that depress the central nervous system, resulting in sedation and a decrease in bodily activity. Examples are barbiturates, GHB, rohypnol® or benzodiazepines.</p>	<p>Slurred Speech Staggered walk Altered perception Mental clouding and drowsiness Respiratory depression</p>	<p>Physical and psychological dependence Tolerance to the drug, leading the user to increase the quantity consumed Coma and death</p>
<p>Hallucinogens Hallucinogens are drugs that distort the senses and often produce hallucinations—experiences that depart from reality. Examples are Ecstasy/MDMA, K2/Spice, Ketamine, LSD, Peyote & Mescaline, Psilocybin, Marijuana/Cannabis, Steroids or Inhalants.</p>	<p>Impaired concentration Confusion and agitation Muscle rigidity Profuse sweating A sense of distance and estrangement Muscular coordination worsens Blocked and incoherent speech Dilated pupils Elevated body temperature Loss of appetite Sleeplessness Tremors</p>	<p>Persistent memory problems Speech difficulties Mood disorders—depression, anxiety and violent behavior Paranoid and violent behavior Hallucinations Increased heart rate and blood pressure Convulsions and coma Heart and lung failure</p>
<p>Narcotics Narcotic analgesics are the most effective compounds used for pain relief. Examples are Opium, Opiates (morphine, codeine, percodan, heroin and dilaudid) and Opioids (Vicodin, Darvon, demerol and methadone).</p>	<p>Feeling of euphoria Drowsiness Nausea and vomiting Constricted pupils Watery eyes and itching Low and shallow breathing Clammy skin Impaired respiration Convulsions</p>	<p>Coma Possible death</p>

	Signs & Symptoms	Health Effects
Bath Salts or Designer Drugs Bath Salts are a synthetic stimulant made up of chemicals that stimulate the central nervous system. These substances are usually marketed with the warning “not intended for human consumption.”	Agitation, irritability Insomnia, depression and dizziness Paranoia, delusions Nausea and vomiting Sweating Suicidal thoughts Panic attacks Impaired perception of reality Reduced motor control Decreased ability to think clearly	Nosebleeds Chest pains Rapid heart rate Heart attack Seizures Stroke

Federal Trafficking Penalties

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	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious bodily 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. 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.	Cocaine 5 kilograms or more mixture	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. 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. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	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 100-999 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 gm or more pure or 1 kilogram or more mixture	

Federal Trafficking Penalties

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, \$10 million if not an individual.
Flunitrazepam (Schedule IV) 1 Gram	

Any Amount Of Other Schedule III Drugs	<p>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.</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>
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	<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>
Any Amount Of All Schedule V Drugs	<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 for Marijuana, Hashish and Hashish Oil, Schedule 1 Substances	
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	<p>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.</p> <p>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.</p>
Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	<p>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.</p> <p>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.</p>
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	<p>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.</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 other than an individual.</p>
Hashish More than 10 kilograms	
Hashish 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	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if other than an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than an individual.</p>
Hashish 10 kilograms or less	
Hashish Oil 1 kilogram or less	

Federal Trafficking Penalties tables were obtained from the U.S. Drug Enforcement Administration
<http://www.justice.gov/dea/druginfo/ftp3.shtml>

Referral Information for Student and Employee Assistance

<p>Bangor Area Homeless Shelter</p> <ul style="list-style-type: none"> Emergency Shelter with a vision of moving all guests into stable housing in 30 days or less 	<p>263 Main St, Bangor, ME 04401 (P) 207-947-0092 Email: info@bangorareashelter.org Bangorareashelter.org</p>
<p>PCHC- Hope House and Living Center</p> <ul style="list-style-type: none"> Emergency low barrier emergency shelter for adults Transitional Housing to help residents move towards independent living Health Center offering regular medical care, sick care, lab services, psychiatric med management, therapy for individuals and groups and care management services. 	<p>179 Corporate Drive, Bangor, ME 04401 (P): 207-217-6713 HopeHouse.pchc.com</p>
<p>Wellspring</p> <ul style="list-style-type: none"> Residential and outpatient Substance Abuse Treatment Services 	<p>255 Hammond St, Bangor, ME 04401 (P) 207-941-1612 Wellspringmaine.com</p>
<p>BARN (Bangor Area Recovery Network)</p> <ul style="list-style-type: none"> Provides recovery resource and support to those in Eastern and Central Maine 	<p>142 Center St, Brewer, ME 04412 (P) 207-561-9444 Bangorrecovery.org</p>
<p>211- Maine</p> <ul style="list-style-type: none"> Offers resources, helpline, and referral services for variety of Health and Human Services programs throughout the state 	<p>(P) 2-1-1 211maine.org</p>
<p>Good Shephard Food Bank</p> <ul style="list-style-type: none"> Mission to eliminate hunger in Maine by improving access to nutritious food 	<p>11 Penobscot Meadow Dr, Hampden, ME 04444 (P) 207-989-4672 Gsfb.org</p>
<p>The Salvation Army</p> <ul style="list-style-type: none"> Christian faith-based human services committed to serving the whole person, body, mind and spirit Offering services to include: soup kitchen, food pantry, holiday assistance, youth programs, and direct assistance 	<p>65 South Park Street, Bangor, ME 04401 (P) 207-941-2990 Nne.salvationarmy.org/bangor</p>

Self-Help and Informational Resources

AA - Alcoholics Anonymous	24 Hour Helpline 207-479-1779
NA - Narcotics Anonymous	1-800-974-0062 Nemaine.org
Al-Anon Family Groups	1-800-498-1844 Email: als@maineafg.org Maineafg.org
National Institute on Drug Abuse	drugabuse.gov
SAMHSA - Substance Abuse and Mental Health Services Administration	800-662-4357 (24-hour Helpline) samhsa.gov

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