

Terra State Community College
Drug and Alcohol Abuse
Prevention Program
(DAAPP)

INTRODUCTION

Terra State Community College Drug Free Schools and Communities Act Policies and Procedures document describes the requirements of the 1989 amendments to the Drug Free Schools and Communities Act (DFSCA) as articulated in the Education Department General Administrative Guidelines (EDGAR) Part 86. Part 86 pertains to drug and alcohol prevention. This Act and the U.S. Department of Education's supporting regulations require that institutions of higher learning adopt and implement programs "to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities." The regulations contain specific recommendations for the content of a written notification and specify the items that the annual notification to students and employees must comprise.

As a requirement of these regulations, Terra State Community College is to disseminate and ensure receipt of this policy/information to all students, staff, and faculty on an annual basis. This process is formally conducted by the Campus Safety Manager emailing the DAAPP to all students, staff & faculty each spring, summer and fall semesters. Questions concerning this policy and/or alcohol and other drug programs, interventions and policies may be directed to Jennifer Kin, Campus Safety Manager at (419) 559-2388 or email at JKin01@terra.edu.

The President of the College has overall responsibility for the implementation and administration of this policy and has delegated its overall management to the Campus Safety Manager. In addition, the President or his/her designee will generate a review of the institution's alcohol and other drug policy and program as required by law.

Terra State Community College is a community of learning with our mission to offer quality, professional- focused, learning-centered undergraduate degree programs and life-long learning opportunities to prepare traditional college and adult students for successful careers and for productive and satisfying lives of excellence, leadership, and service. The College represents a new kind of institution in America, the professional College, where the career objectives of traditional college age students and adult students are optimized through professionally focused undergraduate and certificate programs that have a broad general educational foundation. This fundamental institutional strategy appropriately positions Terra State Community College for the future.

Should you have any questions or concerns regarding the content of this annual report, please feel free to contact the following individual at Terra State Community College.

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Drug and Alcohol Abuse Prevention Program (DAAPP)

At a minimum, an institution of higher education must annually distribute the following in writing to all students and employees:

- A written statement about its standards of conduct that prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.
- A written description of legal sanctions imposed under Federal, state, and local laws and ordinances for 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, and rehabilitation/re-entry programs that are available to students and employees.
- A statement that the institution of higher education will impose disciplinary sanctions on students and employees for violations of the institution's codes of conduct and a description of such sanctions, up to and including expulsion or termination of employment and/or referral for prosecution.

I. Standards of Conduct

A. Employees

Terra State Community College is a drug and alcohol-free workplace. Accordingly, unlawful activities are prohibited; which include but are not limited to: the possession, use, sale, manufacture, distribution, and/or dispensation of a controlled substance, narcotics and/or alcohol on college-owned or college-controlled property and/or while in the course and scope of employment with the college, at college worksites or in any working area. If an employee of the college engages in activities prohibited by this act, that employee may be subject to disciplinary action by the college, which may include termination of employment, and/or referral for prosecution. For a full description of Terra State Community College policy associated with alcohol and drugs, visit the employee portal at:

<http://community.terra.edu/policiesandprocedures/default.aspx>

B. Students

Terra State Community College reserves the right to warn, reprimand, suspend or dismiss any student or student employee who violates the college conduct and discipline policy or the law. The response of the College will depend on the severity of the offense, number of previous offenses and extenuating circumstances. For students, all college judicial and appeals procedures will be followed except in rare cases when the possibility of imminent danger exists. The student may additionally be referred to an alcohol/drug counseling or treatment facility.

If a student is convicted of a criminal drug violation, the student must notify the college. Law requires the college, within 30 days of such notification, to:

- Take appropriate action against such student, up to and including dismissal.
- Require such student to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health, law enforcement or other appropriate agency.
- Protect the integrity of students, faculty, staff, the institution, and the College community.

II. Health Risks and Understanding Drug Use

In general, individuals use drugs for a variety of reasons, including to satisfy curiosity, to relieve stress, to cope with difficult problems and situations and to manage depression and low self-esteem. Drug use that begins casually or as experimentation can progress to problem use or even addiction, but a person does not have to be addicted to drugs to have a drug problem. The key to preventing and treating drug abuse is to also treat the underlying reasons for use.

Drug abuse education is important. A thorough alcohol/drug education program includes three areas:

- Early detection-Understanding the signs and symptoms of drug use.
- Intervention-Helping someone who may have a problem with drugs.
- Referral-Knowing where to get help or to send someone for help.

Alcohol is the most abused drug in society as well as on college campuses and is directly involved in many injuries, assaults and accounts for the majority of deaths in people under age 25.

Other commonly abused illegal drugs include marijuana, cocaine, stimulants, hallucinogens, depressants, narcotics, steroids and inhalants. Legal drugs such as caffeine, nicotine, over-the-counter and prescription drugs also have wide use and associated risks. A number of factors put people at risk for drug abuse. Several of the higher risk factors are:

- Family history of alcoholism or drug abuse
- Inadequate interpersonal skills
- Favorable attitudes toward drug use
- Friends who use drugs
- Low self-esteem or self-worth
- College student between 18-25 years old
- Academic failure
- Depression
- Poor coping skills

Health risks of using alcohol or other drugs include both physical and psychological effects. The health consequences depend on the frequency, duration and intensity of use. For all drugs, there is a risk of overdose; which can result in coma, convulsions, psychosis or death. In addition, combinations of certain drugs, such as alcohol and barbiturates, can be lethal.

Continued use of substances can lead to tolerance (requiring more and more of a drug to get the same effect), dependence (physical or psychological need) or withdrawal (painful, difficult and dangerous symptoms when stopping the use of drugs). Long-term chronic use of drugs can lead to malnutrition, organic damage to the body, and psychological problems. The risk of AIDS and other diseases increases if drugs are injected. The consumption of alcohol or drugs by pregnant women may cause abnormalities, such as Fetal Alcohol Syndrome (the third leading cause of birth defects) in babies. As noted by the National Institute on Drug Abuse, health risks associated with alcohol and drugs can be extensive and vary from person to person, with common risks listed below. For a full description of health risks associated with alcohol and drugs, visit National Institute on Drug Abuse at www.drugabuse.gov.

Community Resources for individuals in need of drug or alcohol dependence assistance, are available in Appendix A. In addition, Terra State students, faculty and staff have access to an online self-assessment through ULifeline: http://www.ulifeline.org/TSCC/self_evaluator or additional information available in Appendix B.

A. Tobacco and Nicotine

- Smokers are more likely than nonsmokers to contract heart disease.
- 30% of cancer deaths are linked to smoking.
- Chronic obstructive lung diseases, like emphysema and chronic bronchitis, are 10 times more likely to occur among smokers than among nonsmokers.

B. Alcohol

Researchers estimate that every year:

- 1,825 college students between the ages of 18 and 24 die from alcohol-related unintentional injuries, including motor-vehicle crashes.
- 696,000 students between the ages of 18 and 24 are assaulted by another student who has been drinking.
- Roughly 20 percent of college students meet the criteria for Alcohol Use Disorder.
- About 1 in 4 college students report academic consequences from drinking, including missing class, falling behind in class, doing poorly on exams or papers, and receiving lower grades overall.
- Long term or heavy drinking can cause stroke, high blood pressure, alcoholic hepatitis, cirrhosis, and can weaken your immune system.

C. Cannabis (Marijuana)

- *Short-term effects:* altered senses, changes in mood, impaired body movement, difficulty thinking or problem-solving, and impaired memory.
- Physical effects include increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite.
- *Long-term effects:* lung damage, severe nausea, vomiting, and dehydration.

D. Inhalants

- Products frequently used as inhalants include solvents, aerosols, gases and nitrites.
- *Short-term effects:* slurred or distorted speech, a lack of coordination, euphoria, and dizziness.
- *Long-term effects:* liver and kidney damage, hearing loss, delayed behavioral development, and brain damage due to cutting off oxygen flow to the brain.
- With repeated usage, inhalants can cause hallucinations or delusions, making users feel less self-conscious and less in control.

E. Cocaine (Crack)

- Physical effects of cocaine use include dilated pupils, nausea, raised body temperature and blood pressure, a faster heartbeat, tremors, and restlessness.
- *Short-term effects:* extreme happiness and energy, mental alertness, hypersensitivity to sight, sound, and touch, irritability, and paranoia in the form of extreme and unreasonable distrust of others.
- *Long-term effects:* loss of sense of smell, nosebleeds, problems swallowing, bowel decay from reduced blood flow, and a higher risk for contracting HIV, hepatitis C, and other blood borne diseases.
- The use of cocaine can cause death by cardiac arrest or respiratory failure.

F. Stimulants (Amphetamines, Methamphetamines)

- *Short-term effects:* increased wakefulness and physical activity, decreased appetite, faster breathing, a rapid or irregular heartbeat, and increased blood pressure and body temperature.
- *Long term-effects:* extreme weight loss, severe dental problems, intense itching, anxiety, confusion, sleeping problems, and violent behavior.
- Long-term use can cause amphetamine psychosis that includes hallucinations, delusions, and paranoia.

G. Depressants (*Barbiturates, Tranquilizers, Methaqualone*)

- Small amounts will produce calmness and relaxed muscles but larger doses cause slurred speech and altered perception, respiratory depression, coma, or death.
- Combining depressants and alcohol can multiply the effects of both drugs, thereby multiplying the risks.

H. Hallucinogens (*PCP, LSD, Mescaline, Peyote, Psilocybin*)

- Hallucinogens alter perception, thoughts, and feelings and can cause hallucinations.
- *Short-term effects:* increased heart rate, nausea, intensified feelings and sensory experiences and changes in sense of time.
- It is possible for users to also experience dry mouth, loss of appetite, sleep problems, uncoordinated movements, excessive sweating, and panic.
- *Long-term effects:* speech problems, memory loss, anxiety, depression or suicidal thoughts, as well as persistent psychosis and flashbacks.

I. Narcotics (*Heroin, Methadone, Codeine, Morphine, Opium*)

- *Short-term effects:* feeling a rush of euphoria followed by symptoms like dry mouth, warm flushing of the skin, nausea or vomiting, severe itching, and impaired mental functioning.
- *Long-term effects:* insomnia, collapsed veins, constipation and stomach cramping, liver and kidney disease, lung complications, sexual dysfunction for men and irregular menstrual cycles for women.

J. Designer Drugs (*MDMA, Ecstasy*)

- Many designer drugs are related to amphetamine and depressants and have mild stimulant and depressant properties. Use can produce severe neurochemical damage to the brain.
- Designer drugs can cause nausea, muscle cramping, involuntary teeth clenching, blurred vision, chills, and sweating.
- Narcotic analogs can cause symptoms such as those seen in Parkinson's disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage.

K. Anabolic steroids

- *Short-term effects:* feelings of extreme and unreasonably paranoia, jealousy and irritability, delusions, and impaired judgment.
- *Long-term effects:* kidney problems or failure, liver damage, and stunted growth.
- *Long-term use in men:* shrinking testicles, decreased sperm count, baldness, development of breasts, and increased risk for prostate cancer.
- *Long-term use in women:* growth of facial hair, male-pattern baldness, changes in or stopping of the menstrual cycle, enlarged clitoris, or a deepened voice.
- In some cases, anabolic steroids cause mood swings which can range from angry feelings to behaviors that may lead to violence.

III. Disciplinary Sanctions

When a student or employee is found responsible for violating the Drug and Alcohol-Free Workplace policies any of the following sanctions may be imposed. When one or more of these policies has been violated, the student or employee may be subject to employee/student sanctions, legal sanctions, or both.

A. Employee Sanctions

Pursuant to the Drug-Free Workplace Act of 1988, Terra State Community College is a drug free workplace. Accordingly, unlawful activities are prohibited, which include but are not limited to the possession, use, sale, manufacture, distribution, and/or dispensation of a controlled substance, narcotics and/or alcohol on college-owned or college-controlled property and/or while in the course and scope of employment with the college, at college worksites or in any working area. If any employee of the college engages in any activities prohibited by this act, that employee will be subject to disciplinary action by the college, which may include termination of employment, and/or referral for prosecution.

In addition, and/or depending on the severity of the infraction, the employee may also be referred to the College sponsored Employee Assistance Program at (866) 327-3759, administered by Promedica. Contact the Human Resources Office for further information regarding this program.

B. Student Sanctions

Terra State Community College reserves the right to warn, reprimand, suspend or dismiss any student or employee who violates the college conduct and discipline policy or the law. The response of the College will depend on the severity of the offense, number of previous offenses and extenuating circumstances. For students, all college judicial and appeals procedures will be followed except in rare cases when the possibility of imminent danger exists.

The student may additionally be referred to an alcohol/drug counseling or treatment facility.

If a student is convicted of a criminal drug violation, the student must notify the college. Law requires the college, within 30 days of such notification, to:

1. Take appropriate action against such student, up to and including dismissal; or
2. Require such student to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health, law enforcement or other appropriate agency.

The College reserves the right to initiate disciplinary procedures using the Student Code of Conduct. The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:

- **WARNING**-a notice in writing to the student that the student is violating or has violated institutional regulations.
- **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 sanction if the student is found to be violating any institutional regulation(s) during the probationary period.
- **LOSS OF PRIVILEGES**-denial of specified privileges for a designated period of time.

- **LOSS OF ACADEMIC CREDIT**- forfeiture or reduction in the grade assigned for an assignment, project, quiz, test, or course due to academic dishonesty.
- **FINES**-previously established and published fines may be imposed.
- **RESTITUTION**-compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
- **DISCRETIONARY SANCTIONS**-work assignments, service to the College or other related discretionary assignments (such assignment must have the prior approval of the Student Conduct Officer.)
- **COLLEGE SUSPENSION**-separation of the student from the College for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
- **COLLEGE EXPULSION**-is permanent separation of the student from the College.
- **REVOCAION 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 violation committed by a student prior to graduation.
- **WITHHOLDING DEGREE**-The College may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code of Conduct, including the completion of all sanctions imposed, if any.

C. Student Code of Conduct

1. More than one of the sanctions listed above may be imposed for any single violation.
2. Sanctions imposed for acts of academic dishonesty typically will follow a three-step progression. The sanctions for the first offense may include loss of academic credit for the assignment or loss of academic credit for the course and a warning. The sanctions for the second offense may include loss of academic credit for the assignment or loss of academic credit for the course and probation status for the duration of the student's enrollment at the College. The sanction for the third offense may result in college expulsion. The instructor of record for the course in which the academic dishonesty took place may recommend to the hearing officer whether a loss of academic credit for the assignment or course should be sanctioned. The Assistant Vice President of Student and Enrollment Services or designee maintains records of Code of Conduct offenses.
3. Terra State Community Colleges reserves the right to notify parents or guardians of any conduct situation when alcohol and or narcotic/substance/ inhalant abuse or violations are suspected. As per FERPA regulations, the College may contact parents/guardians of dependents or non-dependent students who are under the age of 21. Terra State may also contact parents/guardians to inform them of situations in which there is an imminent health and/or safety risk.
4. Other than College suspension, expulsion, or revocation or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent academic record, but shall become part of the student's disciplinary record. Upon graduation, the student's disciplinary record may be expunged of disciplinary actions other than, College suspension or College expulsion, upon application to the Assistant Vice President of Student and

Enrollment Services. Cases involving the imposition of sanctions other than College suspension, College expulsion, or revocation or withholding of a degree shall be expunged from the student's disciplinary record three (3) years after the student completes all requirements for graduation.

5. In situations where both the Responding Party and Reporting Party are both students (or student group[s] or organization[s]), the records of the process and the sanctions imposed, if any, shall be considered to be the education records of both the Reporting and Responding Parties because the educational career and chances of success in the academic community of each may be impacted.
6. The following sanctions, in addition to those listed above, may be imposed upon groups or student organizations: community service including service to the College, loss of selected rights and privileges for a specified period of time, and/or deactivation/ loss of all privileges, including College recognition, for a specified period of time.
7. In each case in which a Student Conduct Officer determines a student has violated the Student Code, the recommendation of the Student Conduct Officer shall be considered by the Assistant Vice President of Student and Enrollment Services or designee in determining and imposing sanctions. In cases in which the Student Discipline Committee has been authorized to determine a student has violated the Student Code, the recommendation of all members of the Student Discipline Committee shall be considered by the Assistant Vice President of Student and Enrollment Services in determining and imposing sanctions. The Assistant Vice President of Student and Enrollment Services is not limited to sanctions recommended by members of the Student Discipline Committee.
8. Following the Student Discipline Committee hearing, the Assistant Vice President of Student and Enrollment Services shall simultaneously advise the Responding Party and Reporting Party (including groups and organizations) in writing of the determination and/or the sanction(s) imposed, if any, and how to appeal. A copy of the notification will be retained in the Responding Party's disciplinary record. Cases involving suspension or expulsion or revocation or withholding of a degree will also be filed in the student's academic record.

D. Legal Sanctions

Legal sanctions that are in violation of local, state, or federal law can include probation, fines, driver's license suspension, participation in substance abuse programs, community service hours, ineligibility to possess a firearm, potential ineligibility to receive federal benefits such as student loans and grants, and/or incarceration. Please refer to the links provided for any updates to this information. Legislative updates or revisions to these statutory or regulatory legal sanctions are outside of the control of the College.

Specific Local, State, and Federal laws and sanctions are available below:

Local Sanctions

Fremont:

[http://library2.amlegal.com/nxt/gateway.dll/Ohio/fremont_oh/codifiedordinancesofthecityoffremontoh?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:fremont_oh](http://library2.amlegal.com/nxt/gateway.dll/Ohio/fremont_oh/codifiedordinancesofthecityoffremontoh?f=templates$fn=default.htm$3.0$vid=amlegal:fremont_oh)

State Sanctions

Chapter 2925: Drug Offenses <http://codes.ohio.gov/orc/2925> Chapter 3719: Controlled Substances <http://codes.ohio.gov/orc/3719> Chapter 4301 Liquor Control Laws <http://codes.ohio.gov/orc/4301>

Federal Sanctions

<https://www.deadiversion.usdoj.gov/21cfr/21usc/index.html>

i. Underage consumption, purchasing or possession of alcohol

The legal drinking age in Ohio for consumption of an alcoholic beverage is 21. Purchasing, possessing or consuming alcohol under the age of 21 is a first-degree misdemeanor. The maximum penalties associated with this offense are six months imprisonment or a \$1,000 fine or both. Any student under the age of 21, therefore, risks being imprisoned and fined when he/she decides to drink alcohol on or off campus.

ii. Providing alcohol to an underage person

A person who furnishes alcohol to an underage person is guilty of a first-degree misdemeanor. The maximum penalties associated with this offense are six months imprisonment or \$1,000 fine or both. A social host, therefore, risks being fined and imprisoned when he/she furnishes alcohol to a person he/she knows or should know is not 21 years of age.

iii. Fake ID

Possession or display of a fictitious operator's license is a first-degree misdemeanor. The offense includes mere possession of a fictitious license or display of someone else's valid operator's license. The maximum penalties for this offense are six months imprisonment or a \$1,000 fine or both.

Moreover, if the fictitious operator's license is utilized to purchase alcohol or enter an establishment that serves alcohol, the minimum fine must be at least \$250 and the person displaying the fictitious operator's license may have his/her valid operator's license suspended for three years.

iv. Operating a Vehicle Under the Influence of Alcohol or Drugs(OVI)

In Ohio, a person may not operate a motor vehicle if he/she is impaired by alcohol and/or drugs. The maximum penalty for operating a vehicle while under the influence is six months imprisonment (mandatory at least three days in jail) or a \$1,000 fine (a mandatory minimum fine of \$250) or both. In addition, the operator must forfeit his/her driving privileges for six months.

v. Open container

It is illegal to possess, in public, an open container of an alcoholic beverage. Conviction of this offense carries a maximum penalty of a \$100 fine. Consumption of alcohol in a motor vehicle is a fourth-degree misdemeanor with maximum penalties of 30 days imprisonment or a \$250 fine or both.

vi. Disorderly conduct

Disorderly conduct while intoxicated is a minor misdemeanor and carries a maximum penalty of a \$100 fine. Disorderly conduct occurs when one recklessly causes inconvenience, annoyance or alarm to another due to offensive conduct.

vii. Federal and State Penalties for Sale and Possession of Illegal Drugs:

The federal government decides if and how a drug should be controlled. Psychoactive (mind-altering) chemicals are categorized according to Schedule I-V. This schedule designates whether the drug can be prescribed by a physician and under what conditions. Factors considered in this categorization include a drug's known and potential medical value, its potential for physical or

psychological dependence, and risk, if any, to public health. Penalties for the illegal sale or distribution of a drug are established using the designation of Schedule I-V. If you have knowledge of a drug-related felony you must report it to a law enforcement official.

viii. The following are Federal Trafficking Penalties as of January 1, 1997:

- a. **Schedule I drugs** have a high potential for abuse with no medical use. Production of these drugs is controlled. Examples include heroin, methaqualone, all hallucinogens (phencyclidine analogs can be I or II), marijuana and hashish. Tetrahydrocannabinol (THC), depending on its form, can also be a Schedule II drug.
- b. **Schedule II drugs** have a high potential for abuse and have some medical uses with severe restrictions. Production of these drugs is controlled. Examples include opium, morphine, codeine, some other narcotics, barbiturates, cocaine, amphetamine/methamphetamine and phencyclidine (PCP).

Federal and State of Ohio penalties for selling Schedule I and II drugs vary with the quantity of the drug. Additionally, if death or serious injury is associated with the sale and/or if it is a second offense, penalties are more severe. When establishing penalties for sale of marijuana, hashish and hashish oil, the quantity and/or if it is a second offense are considered. The federal penalties for marijuana less than 50 kg mixture, hashish 10 kg or more, and hashish oil 1 kg or more are similar to those set for Schedule III drugs. Marijuana quantities above 50 kg mixture or 50 plants are penalized according to quantity, number of offenses, and/or if serious injury or death has occurred. These penalties are similar to those listed for Schedule I and II. The federal penalty for first offense sale of small amounts of Schedule I and II drugs is not less than five years/not more than 40 years; if death or serious injury, not less than 20 years or more than life; fine of not more than \$2 million individual/\$5 million other than individual.

- c. **Schedule III, IV, and V drugs** include those that most citizens would categorize as "prescription drugs." Schedule III drugs have some potential for abuse, but less than Schedule I and II. The potential for abuse of Schedule IV drugs is less than Schedule III, and Schedule V is less than IV. All Schedule III-V drugs have accepted medical uses and production is not controlled. Examples of these drugs include anabolic steroids (Schedule III), some narcotics, some barbiturates and other depressants, which are not classified as Schedule I or II.

The federal penalty for first-offense sale of a Schedule III drug is "Not more than five years; fine of not more than \$25,000 individual/\$1 million not individual." The federal penalty for first offense sale of Schedule IV drugs is "not more than three years." The fine is the same as for Schedule III drugs. The federal penalty for first-offense sale of Schedule V drugs is "not more than one year, fine of not more than \$100,000 individual/\$250,000 not individual."

Sale of some Schedule III drugs is a felony and has a state of Ohio penalty of "up to seven years; or a fine up to \$5,000; or both." The state of Ohio penalty for sale of Schedule IV drugs is a felony and has a penalty of "up to four years; or a fine up to \$2,000, or both. Sale of Schedule V drugs in the state of Ohio is also a felony and has a state penalty of "up to two years, or a fine up to \$2,000, or both."

IV. Annual Notification of the DAAPP and Biennial Review

A. Employee Notification

Notification of the information contained in the DAAPP will be distributed on at least an annual basis to all employees of the college. The DAAPP will also be maintained in the Safety office and is readily available to all employees. The notification is also provided to all employees upon hire via email, new hire employment paperwork, and/or materials included in the Terra State Community College New

Employee orientation.

B. Student Notification

Notification of the information contained in the DAAPP will be distributed via email on at least an annual basis to all students of the college, taking one or more classes. The notification is provided to students who enroll after the annual distribution, via email.

C. Biennial Report

Terra State Community College will conduct a biennial review of the DAAPP in all even years. The review is conducted to determine the effectiveness of the program, ensure the disciplinary sanctions are consistently enforced and to recommend any necessary changes to be implemented. The review will be certified by the President and includes the results of the review, a description of the methods and analysis tools that were used to conduct the review, and a list of the responsible departments who conducted the review. Any interested party may request a hard copy of the Biennial Review by contacting the Campus Safety Office.

E. Oversight Responsibility

The Director of Human Resources and Campus Safety Manager shall have main oversight responsibility of the DAAPP including, but not limited to: updates, coordination of information required in the DAAPP, coordination of the annual notification to employees and students, and the biennial review. A Safety Committee has been established to assist with the aforementioned responsibilities.

Appendix A

Terra State Community College encourages individuals struggling with drug or alcohol dependence to seek the necessary help to overcome addictions. As such, a guide to Community Resources was compiled for employees, students or guest of the College. While the attached list is not a comprehensive database for all the resources available in the surrounding area, it is designed to offer multiple options for those in need of drug or alcohol assistance. The College does not have a relationship with the vendors or contacts listed below and is unable to speak for or on the behalf of the resources shown.

24/7 CRISIS HOTLINE: 1-800-826-1306
24/7 CRISIS TEXT LINE: Text 4hope to 741741

Treatment and Recovery Support Resources Seneca, Sandusky and Wyandot Counties

RESOURCE	SERVICES OFFERED	PHONE NUMBER
Christian Counseling Center	Mental Health Counseling	419-447-8111
Community Health Services	Behavioral Health Services	419-334-3869
Corporate Anointing Ministries (CAM)	Alcohol and Drugs Recovery Housing - Male and Female	419-333-0733
FACTOR	Addiction Support Group for Individuals, Families and Friends	419-294-8740
Families Recover Too	Support Group for Families and Friends Affected by Addictions	419-262-2436
Family and Children First Council - Sandusky	Wrap-around - Family Services	419-332-9571
Family and Children First Council - Seneca	Wrap-around - Family Services, SMYL - Youth Mentoring Program	419-443-0981
Family and Children First Council - Wyandot	Wrap-around - Family Services, Way - Youth Mentoring Program	419-294-6438
Firelands Counseling and Recovery Services - Fostoria	Mental Health and Alcohol and Other Drugs and Crisis	419-435-0204
Firelands Counseling and Recovery Services - Fremont	Mental Health and Alcohol and Other Drugs and Crisis	419-332-5524

Firelands Counseling and Recovery Services - Tiffin	Mental Health and Alcohol and Other Drugs and Crisis	419-448-9440
Firelands Counseling and Recovery Services - Upper Sandusky	Mental Health and Alcohol and Other Drugs and Crisis	419-294-4388
Lorain County Alcohol and Drug Abuse Services	Women's Residential Program for Alcohol and Other Drugs	440-282-4777
Liberty Center of Sandusky County	Homeless Shelter Offering Behavioral Health Treatment	419-332-8777
Life Enhancement Services of Ohio	Behavioral Health Services - Outpatient Treatment	419-552-1882
Lutheran Social Services of Northwestern Ohio	Mental Health and Chemical Dependence Counseling Services	419-334-3431
NAMI of Seneca, Sandusky and Wyandot Counties	Mental Health Family Support, Education and Advocacy	419-334-8021
New Housing Ohio, Inc. (The Cottage)	Alcohol and Drug Recovery Housing - Male	567-245-5150
New Housing Ohio, Inc.	Mental Health Housing - Male and Female	567-245-3744
New Transitions Counseling	Behavioral Health Services - Outpatient Treatment	419-448-4094
Oriana House, Inc.	Recovery Support Coach and Medication Assisted Treatment	419-447-1444
Peer Recovery Support Group	Peer Mental Health and Alcohol and Drug Recovery Support	419-448-0640
Peer to Peer Recovery	Support Group for Individuals from Mental Health or Addictions	419-552-0118
ProMedica Physicians Behavioral Health - Fremont	Behavioral Health Services	419-333-2785
Rigel Recovery Services	Opiate Specific Outpatient Treatment Services	567-220-7018

Road to Hope Project	Addiction Support Program 1-Year, Faith-Based Program - Male	419-455-5616
RU Recovery Program (Reformers Unanimous)	Addiction Support Group (Christ-Centered)	419-547-8251
Sandusky County Re-Entry	Employment Support for Sandusky County	567-201-2206
Suicide Prevention Coalition	Education and Support for the Prevention of Suicide	419-448-0640
Summit Psychological Associates, Inc.	Behavioral Health Services - Outpatient Treatment	800-967-3327
TASC - Sandusky County	Drug Testing and 12-Step Support Program	419-334-4644
Tiffin Community Health Center	Behavioral Health Services, Federally Qualified Health Center	419-455-8140
Upper Sandusky Counseling & Life Coaching	Wellness, Life Coaching and Counseling	419-294-5795
Wyandot Counseling Associates	Behavioral Health Services - Outpatient Treatment	419-294-1212

Treatment and Recovery Support Resources Seneca, Sandusky and Wyandot Counties

Resource	Service Area	Information, Website and/or Services Provided
4CRFour County Recovery Huron, Erie, Sandusky and Seneca Counties 419-577-4331	Bellevue Norwalk	Huron, Erie, Sandusky and Seneca Counties. Four County Recovery is a new non-profit group committed to assisting those struggling with addiction and their families. Bellevue Meetings for Addicts and Recovered Addicts, City Council Chambers, 3000 Seneca Industrial Parkway, Bellevue: Monday-10:00 a.m.; Tuesday-6:00 p.m.; Wednesday 10:00 a.m.; Thursday-6:00 p.m.; Sunday-11:00 a.m. (group yoga session). Bellevue Meeting for Family and Loved Ones, Bellevue Public Library, 224 East Main Street, Bellevue: Saturday-11:00 a.m. (biweekly). Norwalk Meetings for Addicts and Recovered Addicts, Norwalk Recreational Center, 100 Republic Street, Norwalk: Contact Rory McClain at 614-907-1030.
Al-Anon	Ohio	http://www.ohioal-anon.org/
Alcoholics Anonymous	NW Ohio	www.area55aa.org
Alcoholics Anonymous	North Central Ohio	www.ncoa-aa.org
Narcotics Anonymous	Ohio Region	http://bmlt.naohio.org/

Celebrate Recovery	Fremont	Celebrate Recovery is a biblically balanced program that helps overcome hurts, habits, and hang-ups. Grace Community Church, 900 Smith Road, Fremont: Wednesday-6:30 p.m. in "The Block", Childcare provided.
FACTOR 419-294-8740	Tiffin	Support group for individuals in recovery, families and friends affected by addictions. A Little Faith Ministries, 230 S. Washington Street, Tiffin: Monday 7:00-8:30 p.m.
Fight for Recovery 419-603-8963	Clyde	Families dealing with addictions: focus to bridge the gap between families and the mind of an addict. Also offering support group for individuals in recovery. Young People's Recovery Meeting, Clyde City Building Basement, 222 Main Street, Clyde: Friday-7:00 p.m. Opiate Addiction Support Group for family members and loved ones, Clyde City Building Basement, 222 Main Street, Clyde: Tuesday-7:30 p.m.
Families Recover Too 419-262-2436	Woodville	Support group for families and friends affected by addictions. Solomon Lutheran Church, 305 W. Main Street, Woodville: Thursday-7:30 p.m.
Family Matters 567-280-4023	Fremont	The Family Matters Education Program provides encouragement and support to family members and friends of those affected by addiction. Positive family involvement can assist in continued sobriety. Oriana House Family Matters, 101-103 S. Front Street, Fremont: Wednesday 6:00-8:00 p.m.
Family Matters 567-220-7018	Tiffin	The Family Matters Education Program provides encouragement and support to family members and friends of those affected by addiction. Positive family involvement can assist in continued sobriety. Oriana House Family Matters, 65 St. Francis Avenue, Tiffin: Thursday 6:00-8:00 p.m.
Life Coaching 419-294-5795	Upper Sandusky	An educational support group for families and loved ones of someone suffering from addiction. Call to register.
Peer to Peer Recovery 419-552-0118	Fremont	Support group for individuals in recovery from addictions. Corporate Anointing Ministries (CAM), 604 W. State Street, Fremont: First Saturday of the month at 9:00 a.m.
Recovery Coach 567-280-4023	Fremont Tiffin	For Sandusky and Seneca County residents. A personal guide and mentor for people seeking or already in recovery. This program promotes recovery by removing barriers and obstacles. Oriana House, 101 S. Front Street, Fremont and Oriana House, 65 St. Francis Avenue, Tiffin.
Road to Hope Project 419-455-5616	Tiffin	Family members and friends support group. 3484 S Township Road 151, Tiffin. Meetings are 3rd Thursday of each month. 7:00-9:00 p.m.
RU Recovery Program 419-547-8251	Clyde	Christ-center addiction support group. Kidz Club. Harvest Baptist Temple, 1022 S. Main Street, Clyde: Meets every Friday at 7:00 p.m.

Appendix B - Self-Assessments for Alcohol Abuse

Health risks of using alcohol or other drugs include both physical and psychological effects. The health consequences depend on the frequency, duration and intensity of use. For all drugs, there is a risk of overdose; which can result in coma, convulsions, psychosis or death. In addition, combinations of certain drugs, such as alcohol and barbiturates, can be lethal.

Continued use of substances can lead to tolerance (requiring more and more of a drug to get the same effect), dependence (physical or psychological need) or withdrawal (painful, difficult and dangerous symptoms when stopping the use of drugs). Long-term chronic use of alcohol can lead to malnutrition, organic damage to the body, and psychological problems. For a full description of health risks associated with alcohol abuse, visit National Institute on Alcohol Abuse at <https://www.niaaa.nih.gov/alcohol-health/alphabets-effects-body>.

Alcohol's Effects on the 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 heartbeat, Stroke, High blood pressure.

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, 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.

Alcohol Self-Assessment: Am I using it, or is it using me?

- Do you drink to make yourself feel better if you're having a hard time at work or at home?
- Has your drinking increased in the last two years, year, six months?
- Are you annoyed or defensive if anyone mentions your drinking?
- Have you ever tried to limit your drinking by drinking only at a certain time of day or on certain days of the week?
- Do you start drinking sooner, and stop drinking later, than most of your friends?

- Have you had a morning drink in the past year?
- Has your drinking ever caused you problems at home or at work?
- Do you ever feel guilty or regretful about how you've behaved when you're drinking?
- Have you ever had a memory lapse after an evening of drinking?
- Do you secretly worry that drinking is damaging your life?

If you answered "yes" to two or more questions, there is a good chance that you may be heading for a dangerous drinking problem-if you don't already have one. Only you know the truth about your own drinking.

Are you experiencing co-dependency (a family illness)?

- Do you lose sleep because of a problem user?
- Does your attitude change toward the problem user (alternating between love and hate)?
- Do you mark, hide, dilute and/or empty bottles of liquor or other substances?
- Do you think that everything would be OK if only the problem user would stop or control the use?
- Do you feel alone, fearful, anxious, angry and frustrated most of the time?
- Are you beginning to dislike yourself and wonder about your sanity?
- Do you feel responsible and guilty about the chemical problem?
- Have you taken over many chores and duties that you would normally expect the problem user to assume or that were formerly his or hers?
- Do you feel utterly defeated, that nothing you can say or do will influence the problem user?
- Do you believe that he or she cannot get better?

If you answered "yes" to any three of these questions, chemical dependency may exist in the family and could be producing negative changes in you.