

COMANCHE
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**Drug and Alcohol Abuse
Prevention Program
(Part 86)
2016**

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INTRODUCTION

Comanche Nation College recognizes its responsibility as an educational and public service institution to promote a productive and healthy environment. This responsibility demands implementation of programs and services to facilitate that effort.

The Drug Free Schools and Communities Act Amendments of 1989 requires an institution of higher education to certify to the U.S. Department of Education, that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees as a condition of receiving funds or any other form of financial assistance under any federal program.

The rules and regulations of Comanche Nation College (CNC) prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees in buildings, facilities, grounds, or other property owned and/or controlled by Comanche Nation College or as part of college activities. In addition, as set forth in state and federal laws of drugs and alcohol any person in violation will be subject to the appropriate laws and penalties.

Updates

This document is designed to be an annual document and a notice will be sent out to inform prospective, new and returning students and employees of the annual publication. However, updates may be necessary due to the changing of Local, State and Federal laws, or changes to CNC policy. For the most recent publication of this document, please see the printed CNC Drug and Alcohol Abuse Prevention Policy located in the Student Services Office, Office of Human Resources, and on the CNC website at www.cnc.cc.ok.us.

STANDARDS OF CONDUCT

Comanche Nation College is committed to a standard of conduct which prohibits the unlawful possession, use, or distribution of illegal drugs and alcohol by students and employees on campus premises as well as any college sponsored activities or events on or off campus. The unlawful use of drugs or alcohol is inconsistent with the behavior expected of members of the CNC community. Violations of this policy may result in disciplinary action as well as criminal action. CNC offers referrals to community outreach resources. For more details of this policy and procedure, refer to the CNC Drug and Alcohol Abuse Prevention Program located in the Student Services Office, Office of Human Resources, and on the CNC website at www.cnc.cc.ok.us

Students:

The use, sale, distribution, possession of alcohol, or any drug, including prescription medication used in an unauthorized manner is strictly prohibited and violators are subject to college disciplinary action up to, and including expulsion.

Employees:

While at work, each CNC employee has a responsibility to deliver service in a safe, efficient, and conscientious manner. Therefore, the use, sale, distribution, possession of alcohol, or any drug, including prescription medication used in an authorized manner is strictly prohibited and

violators are subject to disciplinary action up to, and including, termination and criminal prosecution.

The Comanche Nation College recognizes its responsibility as an educational and public service institution to promote a healthy and productive environment. This responsibility demands implementation of programs and services facilitating that effort. Comanche Nation College is committed to a program to prevent the abuse of alcohol and the illegal use of drugs by its students and employees. To meet these responsibilities, Comanche Nation College:

1. Requires all students and employees to abide by the terms of this policy as a condition of initial and continued enrollment/employment.
2. Recognizes that the illegal use of drugs and alcohol is in direct violation of local, state, and federal laws as well as CNC policies included in this policy, the Staff and Faculty Handbooks, and the Student Code of Conduct. CNC policy strictly prohibits the illegal use, possession, manufacture, dispensing, or distribution of alcohol, drugs, or controlled substances in the workplace, on its premises, or as a part of any CNC-sponsored activities.
3. Considers a violation of this policy to be a major offense, which can result in a requirement for satisfactory participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action up to, and including, termination from employment and suspension or expulsion from Comanche Nation College. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.
4. Recognizes that violations of applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions including but not limited to fines, incarceration, imprisonment and/or community service requirements. Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities.
5. Requires an employee to notify his/her supervisor in writing of a criminal conviction for drug or alcohol-related offenses occurring in the workplace no later than **five calendar days** following the conviction.
6. Provides access to Employee Assistance Programs and Student Counseling Services for counseling and training programs that inform students and employees about the dangers of drug and alcohol abuse. Voluntary participation in, or referral to, these services is strictly confidential. At a minimum, required training must be taken within 30 calendar days. This may be coordinated through Human Resources.
7. Forbids an employee from performing sensitive safety functions while a prohibited drug is in his/her system.
8. Mandates drug testing of sensitive safety employees prior to employment, when there is reasonable cause, after an accident, on a random basis, and before returning to duty after refusing to take a drug test or after not passing a drug test (Sensitive safety employees are defined in CFR Volume 32, Part 280 and CFR Volume 49, Part 653).
9. Provides for annual distribution of this policy to all staff, faculty, and students.
10. The appropriate CNC official is responsible for notifying federal funding agencies within **10 calendar days** whenever an employee is convicted of a drug-related crime that occurred in the workplace. This policy is based on the Drug Free Workplace Act of 1988 (P.L.100-690, Title V, Subtitle D) and the Drug Free Schools and Communities Act Amendments of 1989 (P.L.101-226) and is subject to the grievance procedure as stated in the Staff, Faculty and Student Handbooks and Comanche Nation College discipline system as outlined in the Student Code of Conduct.

SANCTIONS

Disciplinary Sanctions for Students: The severity of the imposed sanctions will be appropriate to the violation; possible sanctions include: probation, suspension, and expulsion, loss of institutional aid, restriction of student's activities or privileges. Students will be charged for all damages or misappropriation of property, which occurs in the violation of a rule or regulation. Restitution may be monetary compensation, replacement or repair. Community service hours will be performed in an area of the College or a community agency for a specified number of hours. Professional counseling, referral to a rehabilitation program, and/or specific restrictions may be used in conjunction with various sanctions.

Disciplinary Sanctions for Employees: Comanche Nation College, as a drug-free workplace, is to be free from illegal manufacture, distribution, dispensation, possession or use of any controlled substance. Such actions are grounds for disciplinary action up to and including termination of employment. A workplace is defined as any place an employee functions within the scope of his/her job responsibilities. Employees convicted of any workplace related drug offense, which does not result in discharge, or forfeiture of position may be required to successfully complete a recognized drug treatment or rehabilitation program. All employees must notify the employer of any criminal drug statute conviction for a violation occurring while performing within the role and scope of their respective responsibilities within **5 calendar days** of a conviction. Any employee or student found to be in violation of the federal and/or state laws pertaining to the use or abuse of alcohol and/or illicit drugs may be referred to the legal system for prosecution.

Legal Sanctions:

Federal and state laws impose serious legal sanctions on those who illegally possess, use, or distribute drugs or alcohol. These sanctions include, but are not limited to, incarceration and monetary fines.

According to the Criminal Laws in the **State of Oklahoma**, a person found in possession of a controlled, dangerous substance, within this State, such as marijuana, cannabis, or methamphetamine, and/or drug paraphernalia (pipes, roach clips, cocaine spoons, etc.,) shall be placed under arrest. All vehicles, or any other means of transportation used to transport a controlled, dangerous substance and money, weapons, or devices therein, are subject to forfeiture. Upon conviction, penalties range from fines, to a year in the County Jail, to life in the State Penitentiary, and/or both.

The Uniform Controlled Substance Act sets up five schedules of controlled substances based on dangerousness and medical uses. It prohibits the manufacture, distribution, sale or acquisition by misrepresentation or forgery of controlled substances except in accordance with the Act as well as the knowing possession of controlled substances unlawfully acquired. Penalties for first-time violators of the Act range from not less than five years imprisonment and fines of not more than \$250,000 or both for possession or distribution of a small amount of marijuana or hashish, not for sale, to forty years or \$10 million or both for the manufacture or delivery of a Schedule I or II narcotic. (Marijuana is a Schedule I Controlled Substance.) Second offense penalties range from not more than 10 years imprisonment and fines of \$500,000, to not less than ten years imprisonment and fines of not more than \$10 million or both, to not less than twenty years imprisonment and fines

of not more than \$20 million or both. **This is only a summary of legal sanctions. Additional federal and state penalties may apply.**

OTHER FEDERAL SANCTIONS In addition to fines and prison terms, federal sanctions for the possession or distribution of illicit drugs may include the forfeiture of federal Financial Aid eligibility for a period of one or more years. If the conviction occurs while the student is enrolled and receiving aid, the student may be required to repay all federal aid received. Eligibility may be regained by completing an acceptable drug rehabilitation program.

Legal Classifications Misdemeanors (M) are punishable by imprisonment in county jail for not more than one year and/or a fine not exceeding \$500 unless a different amount is specified for the Offense. Felonies (F) are punishable by imprisonment in the state corrections system for up to two years and/or a fine not exceeding \$1,000 unless a different amount is specified for the offense.

Unlawfully selling/delivering alcoholic beverages (M): Knowingly sell, deliver or furnish alcoholic beverages to any person under age 21.

Unlawful possession of (drug) paraphernalia (M/F): Deliver/use/possession/manufacture of drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale or otherwise introduce into the human body a dangerous substance. Delivery by a person age 18 or over to a person under 18 at least three years his junior is a felony. Otherwise, violation is a misdemeanor.

Driving while impaired/intoxicated (M/F): Any person operating a motor vehicle shall be deemed to have given consent to a test for alcohol concentration and/or presence and concentration of any other intoxicating substance. Any person may refuse a test, but refusal shall result in revocation of driving privileges for 180 days. Test results showing an alcohol concentration of .08 or greater shall result in revocation of driving privileges for 90 days. An alcohol concentration of more than .05 but less than .08 is relevant evidence that driving ability is impaired. An alcohol concentration of .08 or more is prima facie evidence that the person was under the influence of alcohol. First offense is a misdemeanor. Second and subsequent offenses may be felonies and may result in suspension of driving privileges for six months.

Conviction of a felony can render person ineligible for licensure/certification/employment in their career profession; examples are law, medicine, engineering, architecture, accounting, teaching, law enforcement/public safety and military. It can also prevent acquisition of a security clearance necessary to many other jobs.

HEALTH RISKS

Health risks generally associated with alcohol and drug abuse can result in but are not limited to a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes and thought disorders.

The use of alcohol and other drugs represents a serious threat to health and the quality of life. More than 25,000 people die each year from drug-related accidents or health problems. With most drugs, it is possible that users will develop psychological and physical dependence. The general categories of drugs and their effects are as follows:

Alcohol produces short-term effects that include behavioral changes, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long-term effects of alcohol abuse include damage to the liver, heart and brain; ulcers; gastritis; malnutrition; delirium tremens; and cancer. Alcohol combined with barbiturates and other depressants can prove to be a deadly mixture.

Amphetamines/stimulants (speed, uppers, crank, caffeine, etc.) speed up the nervous system and can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred vision, dizziness, sleeplessness, anxiety, hallucinations, paranoia, depression, convulsions, and death due to a stroke or heart failure.

Anabolic steroids seriously affect the liver, cardiovascular and reproductive systems; can cause sterility in males and females as well as impotency in males.

Barbiturates/depressants (downers, Quaaludes, valium, etc.) slow down the central nervous system and can cause decreased heart and breathing rates, lowered blood pressure, slowed reactions, confusion, distortion of reality, convulsions, respiratory depression, coma and death. Depressants combined with alcohol can be lethal.

Cannabis (marijuana, hashish, hash, etc.) impairs short-term memory comprehension, concentration; coordination and motivation. Cannabis may also cause paranoia and psychosis. Marijuana smoke contains more cancer-causing agents than tobacco smoke. The way in which marijuana is smoked – deeply inhaled and held in the lungs for a long period – enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.

Club Drugs are drugs such as MDMA (Ecstasy), Rohypnol, GHB, LSD and methamphetamine and others, which are used at all-night parties such as trances or raves, dance clubs and bars. These party drugs, particularly when mixed with alcohol, can cause serious health problems, injuries or even death.

Cocaine/crack stimulates the central nervous system and is extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia, seizures and death due to cardiac arrest or respiratory failure.

Hallucinogens (PCP, angel dust, LSD, etc.) interrupt the functions of the part of the brain that controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma, and heart and lung failure.

Methamphetamines can cause rapid or irregular heartbeat, increased blood pressure and body temperature. Possible side effects with long-term use include mood disturbances, violent behavior,

anxiety, confusion and insomnia. All users risk becoming infected with diseases such as HIV/ AIDS and hepatitis.

Narcotics (heroin, morphine, Demerol, Percodan, etc.) initially produces feelings of euphoria often followed by drowsiness, nausea and vomiting. An overdose may result in convulsions, coma and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.

Prescription Drug Abuse Taking a prescription medication that is not prescribed for you, or taking it for reasons or in dosages other than as prescribed, is prescription drug abuse. Commonly abused classes of prescription medications include opioids, central nervous system (CNS) depressants and stimulants. Long-term use of opioids or central nervous system depressants can lead to physical dependence and addiction. Opioids and CNS depressants may cause the user to experience drowsiness, slowing of brain function, as well as decreased heart and respiration rates. Stimulants can cause anxiety, paranoia, dangerously high body temperatures or seizures if taken repeatedly or in high doses.

Salvia Divinorum Use of salvia can cause hallucination, changes in visual perception, feelings of detachment and a decreased ability to interact with one's surroundings.

Synthetic Drugs (Spice, Bath Salts, etc.) "Spice" refers to a wide variety of herbal mixtures that produce experiences similar to marijuana (cannabis) and that are marketed as "safe," legal alternatives to that drug. The term "bath salts" refers to an emerging family of drugs containing one or more synthetic chemicals related to cathinone, an amphetamine-like stimulant found naturally in the Khat plant. Though research on synthetic substances is still limited, they have been found to be potentially more dangerous than marijuana, cocaine, or other substances of abuse, as they are addictive and can be highly dangerous to humans.

Tobacco/nicotine causes death among some 170,000 people in the United States each year due to smoking-related coronary heart disease. Some 30 percent of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas, and kidney cancers strike smokers at increased rates. Emphysema and chronic bronchitis are 10 times more likely among smokers. Smokeless tobacco has been associated with other types of cancers, as well as heart disease. It can speed tooth decay, because your gums to recede, stain your teeth, and give you bad breath. In addition, high nicotine levels (higher than cigarettes) make this kind of tobacco extremely addictive.

DRUG AND ALCOHOL COUNSELING AND PREVENTION PROGRAMS

The Comanche Nation Prevention and Recovery Center is available to all enrolled Comanche Tribal members. Limited services or referrals are offered to all federally recognized tribes residing within the Comanche Nation service area, which includes the following counties of Southwest Oklahoma: Comanche, Cotton, Kiowa, Tillman, Jefferson, and Stephens. The Comanche Nation Prevention and Recovery Center provides a wide range of outpatient services, including substance abuse assessments and education.

The Lawton Indian Health Service (IHS) Behavioral Health Unit is available to assist employees and students who are enrolled members of a federally recognized tribe in seeking drug and alcohol counseling and treatment. The Lawton Indian Hospital Behavioral Unit offers psychological testing

and substance abuse assessments and counseling. For further information on the services they provide, please contact:

Comanche Nation Prevention and Recovery Center
 927 SW D Avenue, Lawton, OK 73501
 Phone (580) 357-3449

Lawton Indian Hospital Behavioral Unit
 1515 N. Lawrie Tatum Road, Lawton, OK 73507
 Phone (580) 354-5120

Other rehabilitation programs in the local area to assist employees and students include:

Comanche County Memorial Hospital - Mental Health and Substance Abuse
 3401 West Gore Boulevard, Lawton Oklahoma 73505
 Phone (580) 357-7827

Roadback Inc.
 102 SW 12th Street, Lawton, OK 73501
 Phone (580) 357-8114

<i>In addition, the following toll-free helpline numbers are listed for further help or advice:</i>	Phone Number	URL
National Institute on Drug Abuse	1-800-662-HELP	http://www.drugabuse.gov/
National Council on Alcoholism and Drug Dependence, Inc.	1-800-NCA-CALL (1-800-622-2255)	https://ncadd.org/
Oklahoma Department of Mental Health and Substance Abuse Services	1-800-985-5990	http://www.ok.gov/odmhsas/
Reach-Out Hotline	1-800-522-9054	http://www.odmhsas.org/subab.htm

Alcohol and drug awareness policy and prevention programs with guest speakers will be held at the college during new student orientation as well as throughout the semester. Brochures about drugs and alcohol abuse will also be available to students and employees located in the hallway outside of the Student Services Office, Room 30.

NOTICE OF DRUG CONVICTION

Any student convicted of any drug-related criminal statute while receiving federal financial aid must notify in writing to the Vice-President of Student and Academic Affairs, no later than five (5) days after such conviction. Under federal and state laws, any student convicted of a drug-related offense while receiving federal financial aid must be denied all federal and state assistance, including Pell Grants and Oklahoma Promise (See NOTICE OF FINANCIAL AID PENALITIES FOR DRUG VIOLATIONS in the Admissions Policy in the CNC College Catalog for more details).

DISTRIBUTION OF DRUG AND ALCOHOL PREVENTION PROGRAM

The Comanche Nation College Drug and Alcohol Abuse Prevention Program (DAAPP) will be directly distributed annually to all CNC faculty, staff and students. Upon delivery of the DAAPP, the recipient will sign an acknowledgement of receipt of the policy. This acknowledgement will be kept in personnel and academic files, respectively. New students will receive the DAAPP in their application packet and sign the acknowledgement at their new student orientation. New staff and faculty will receive the DAAPP and sign the acknowledgement. The DAAPP is also available on the CNC website, www.cnc.cc.ok.us

BIENNIAL REVIEW

Comanche Nation College's Student Services office will conduct a biennial review of the Comanche Nation College (CNC) Drug and Alcohol Abuse Prevention Program (DAAPP) every two years to determine the effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced. All biennial review documentation will be located in the Student Services office. A copy of the Drug and Alcohol Abuse Prevention Program and the results of the biennial review will be made available upon request to the public and the Department of Education.

Determination of the Effectiveness and Implementation of the Program

CNC's Student Services office will conduct an alcohol/drug opinion survey to its students, faculty and staff. This office will also assess effectiveness of documented mandatory alcohol/drug treatment referrals for students and employees, documented cases of disciplinary sanctions imposed on students and employees, and drug testing results for any student or employee that was conducted by a rehabilitation program. After the assessment of the results from the biennial review, if the Student Services office needs to implement changes to the program, the changes will be presented to the CNC's President for evaluation and then to the CNC Board of Trustees for approval of any changes.

Assurance That Disciplinary Sanctions Are Consistently Enforced

CNC's Student Services office will assess all biennial review documentation to the effectiveness of disciplinary sanctions imposed on students and employees to ensure that the disciplinary sanctions are consistently enforced. Assessments of the biennial review will determine the number of drug and alcohol violations and fatalities that occur on the school's campus or as part of the school's activities and determine the number and type of sanctions that are imposed.

The Comanche Nation College (CNC) Drug and Alcohol Abuse Prevention Program (DAAPP) has been prepared for your information and understanding of the policies, philosophies and benefits at CNC. Please read it carefully. Upon completion of your review of this manual, sign the statement below, and return it to your supervisor. A copy of this acknowledgement appears at the back of the manual for your records.

I, _____, have received and read a copy of the Comanche Nation College (CNC) Drug and Alcohol Abuse Prevention Program (DAAPP) which outlines the Standards of Conduct, Sanctions, Health Risks, Drug and Alcohol Counseling and Prevention Programs, Notice of Drug Conviction, Distribution of DAAPP, and Biennial Review.

I have familiarized myself with the contents of this manual. By my signature below, I acknowledge, understand, accept and agree to comply with the information contained in the DAAPP to me by Comanche Nation College.

(Employee Signature)

(Date)