



# ALCOHOL AND OTHER DRUG POLICIES

REVIEWED OCTOBER 2022

**AIC** | AMERICAN  
INTERNATIONAL  
COLLEGE


**This statement is provided to students, faculty, and staff as part of American International College's compliance with the Drug Free Schools and Communities Act Amendments of 1989 which seek to eliminate the abuse of alcohol and drugs. Faculty, staff, and students who receive funding and other support such as grants, contracts, and certain financial assistance from the federal government may be subject to additional restrictions and conditions imposed upon them by the Drug Free Workplace Act. Violation of these federal regulations can result in loss of federal financial aid to students attending the College.**

# STUDENT POLICIES

## STUDENT ALCOHOL POLICY

American International College complies with all federal, state and local laws and ordinances regarding the possession, use, sale, and/or distribution of alcoholic beverages. In conjunction with and in addition to these laws and ordinances, the College has adopted certain standards to facilitate its regulation of the use and possession of alcohol by students and their guests. The following are considered violations of the College's standards with respect to the use, possession, and distribution of alcohol (see also the "Code of Conduct Violations" section of the Student Handbook for a comprehensive list of alcohol-related policies and violations:

1. Violation of any alcohol or alcohol-related federal, state or local law or ordinance
2. Being a student under the age of 21, not engaged in an employment or other permissive activity, knowingly in the presence of alcohol (see Acorn exception)
3. Possession or use of alcohol by a student, under the age of 21
4. Purchase, sale, or distribution of alcohol to a student or guest who is under the age of 21
5. Possession or use of a false identification card, wristband, or other age or identity verification form
6. Sale or distribution of a false identification card, wristband, or other age or identity verification form
7. Use of an alcohol container as room decoration, vase or storage item
8. Possession by a student, age 21 or older, or possession by the guest of a student, age 21 or older, of an open container of alcohol in an area designated as a public area by the College without prior approval from the Dean of Students or the designated college official sponsoring, hosting, or supervising an event in a public area
9. Possession or use by a student, age 21 or older, or possession or use by the guest of a student, age 21 or older, of any amount of alcohol without prior approval from Dean of Students or the designated college official sponsoring, hosting, or in charge of a campus event (see Acorn exception)
10. Public intoxication
11. Possession of a drinking game or the use or possession of a board game, table game, ice luge, drinking funnel, beer tap or other device that promotes or encourages abusive drinking or is used in a way that promotes or encourages abusive drinking



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12. Operation of a motor vehicle which contains open alcohol containers
13. Driving under the influence of alcohol or other drugs
14. Possession of a full to empty common source of alcohol, regardless of the size(s) or the container(s). A common source of alcohol includes, but is not limited to, a keg, pony keg, beer ball, punch bowl (with or without alcohol), or gelatin shots
15. Commercial delivery of alcoholic beverages to the residence halls or the College mailroom
16. Use of alcoholic beverages to render another person physically or emotionally incapacitated
17. Creation of materials that promote alcohol, tobacco, or other drugs
18. Excessive intoxication

## ACORN HEIGHTS ALCOHOL POLICY

Having alcohol in the Acorn Heights Apartments is a privilege, not a right, and can be revoked at any time due to lack of compliance with policies. The policy outlined below is meant to allow of students age 21 and older the ability to consume alcohol in a responsible and respectful manner and does not give students the right to disregard other policies (such as guest limits and quiet hours) or to become highly intoxicated and belligerent.

All policies of the Student Alcohol Policy apply to the Acorn Heights Apartments with the following exceptions:

1. Permitted use of alcohol is limited to the inside of a student's Acorn Heights apartment. Alcohol is not permitted on the decks or grounds of the Acorn Heights Apartments without prior approval from the Dean of Students or designee.
2. The use of an alcohol container as room decoration, vase or storage item is not permitted. *All empty containers must be disposed of immediately after consumption.*
3. Students under the age of 21 will be permitted to be in the presence of alcohol within their own assigned Acorn Heights apartment if one or all of the other people assigned to the apartment are 21 years of age or older. No alcohol or alcohol paraphernalia may be present if someone under the age of 21 who is not assigned to the Acorn Heights apartment is present.
4. Students possessing alcohol in or around Acorn Heights will have their identification checked by the staff regardless of age.



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5. Disciplinary proceedings will be brought against those students who are hosting a gathering where alcohol is served to minors, the consumption of alcohol by guests is not monitored, and/or the student is furnishing a place for minors to consume alcohol. Students present where underage students are found in the presence of alcohol will face disciplinary action.
6. The host(s) must realize that by providing alcoholic beverages, they are responsible, and perhaps liable, for the safety and wellbeing of the guests. The host must make certain to observe published courtesy/quiet hour standards. Residents in violation of the American International College policies will be subject to disciplinary action.

## **ENTERTAINING IN THE RESIDENCE HALLS WITHOUT ALCOHOL**

Students may entertain or socialize in their individual rooms provided the number of people in the room does not exceed building policy (see your Residence Director- RD). Students must be in compliance with campus guest and quiet hours policies and may not disrupt the learning or living activities of others.

## **RESERVING COMMON LOUNGES FOR SOCIAL GATHERINGS WITHOUT ALCOHOL**

Students who wish to reserve a common area lounge for an event without alcohol must obtain approval from the RD.

## **SOCIAL GATHERINGS WITH ALCOHOLIC BEVERAGES IN THE RESIDENCE HALLS OTHER THAN ACORN**


Social gatherings with alcohol are not routinely permissible in residence halls other than the Acorn Heights apartments. The Director of Residence Life must approve all such gatherings.

## **VIOLATIONS OF SOCIAL GATHERING GUIDELINES**

All violations of the Social Gathering Guidelines will be addressed by the Residence Life Office and/or the Dean of Students.

## **APPROVAL OF STUDENT PROGRAMS WITH ALCOHOL**


1. The Dean of Students, or designee, has primary responsibility for determining the circumstances and whether or not alcoholic beverages will be served at student programs held on or off campus. Examples of such programs include the Stinger, Senior Week activities, and certain college-sponsored off-campus events.



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2. Students, age 21 or older, must present 2 forms of ID to enter the alcohol service area. Massachusetts residents must present a current AIC ID card and a valid Massachusetts driver's license or valid Massachusetts Liquor ID card. Out-of-state residents must present a current AIC ID card and a valid driver's license (not a duplicate) that confirms the student's date of birth documented in College records.
3. Guests, age 21 or older, must present a valid driver's license (not a duplicate) and a valid guest pass (when required) and must be accompanied by their host at all times. In order to enter the alcohol service area, guests, age 21 or older, must be accompanied by their host, who must be age 21 or older. Number of guests per current student will be determined on a per event basis but in general, a maximum of 2 guests per student are allowed.
4. Students and their guests may not attempt to or bring alcohol into student programs or attempt to or remove alcohol from the service area or student programs.
5. Underage students and their guests, regardless of age, may not attempt to enter the alcohol service area.
6. Safeguards must be taken to ensure an orderly function to protect the rights of other members of the community against undue interference, noise and other disturbances.
7. Students may be refused admission to a student program if the validity of their identification is questionable or if students are intoxicated or disruptive.
8. The sponsoring organization shall abide by the established laws of the Commonwealth of Massachusetts, ordinances of the City of Springfield and policies of American International College.
9. Student organizations may not use student fees to purchase alcoholic beverages for student use.
10. Alcoholic beverages may not be offered free of charge to any participant at a student program.
11. When alcoholic beverages are served, food and non-alcoholic beverages must be made available. The cost of refreshments must not be prohibitive. Alcoholic beverages may not continue to be served if non-alcoholic beverages run out. When alcoholic beverages are served, the student program must be supportive of alcohol education programs that encourage responsible decisions about the use or non-use of alcoholic beverages.
12. Alcoholic beverages may not be provided as awards.
13. Advertising promoting alcoholic beverages must not encourage any form of alcohol abuse or place any emphasis on quantity or frequency of use. The





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advertising of alcoholic beverages on campus may not portray drinking as a solution to personal or academic problems or as necessary for social, sexual or academic success. Advertising of alcoholic beverages and other promotional beverages may not associate alcoholic beverage consumption with the performance of tasks that require skilled reactions such as driving or playing sports. All posters must be in accordance with the College's Posting Policy.

14. If a student program is held off-campus, the contracted server/facility must agree in writing that it agrees to assume all responsibility for serving alcoholic beverages. Alcoholic beverages may not be served in common sources when students have direct access to serve themselves.


## STUDENT SMOKING AND TOBACCO POLICY

1. Smoking of any kind, including electronic smoking devices, is prohibited in all campus buildings and facilities including all of the student residence halls. "Electronic Smoking Devices" means any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape or vaporizer pen, or under any other product name or descriptor.
2. Individuals who choose to smoke are expected to be at least 25 feet from the building so as not to allow smoke to travel back into the building.
3. Individuals who choose to smoke are expected to dispose of cigarettes and their packaging in proper trash receptacles..
4. Smokeless tobacco is not permitted in classrooms, the Library/Learning Commons, or other public space.
5. Smokeless tobacco is not to be spit or disposed of on grounds.

## STUDENT DRUG POLICY

In the interest of removing any possibility of misunderstanding on the part of the student body, the following is specified as the official policy of American International College with regard to drugs (see also the "Code of Conduct Violations" section of the Student Handbook for a comprehensive list of drug-related policies and violations).

1. Possession, or intent to possess or purchase illegal or prohibited drugs, including unauthorized possession of prescription drugs or medical marijuana
2. Use of illegal or prohibited drugs, including being under the influence of illegal or prohibited drugs and the unauthorized use of prescription drugs or medical marijuana



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3. Sale and/or distribution, or intent to sell and/or distribute illegal or prohibited drugs, including unauthorized sale and/or distribution of prescription drugs or medical marijuana
4. Knowingly being in the presence of illegal or prohibited drugs
5. Knowingly being in the presence of the odor of Marijuana
6. The use of drugs to render another person physically or emotionally incapacitated
7. Possession, use, sale or distribution of drug paraphernalia. *Drug paraphernalia is defined as any equipment, product or material that is modified for making, using or concealing illegal or prohibited drugs such as bongs and hookah pipes.*
8. Intentional misuse or abuse of legal drugs. *Legal drugs are defined as over the counter medication and/or authorized prescription medication not used as directed by the prescribing authority.*

As required by federal law, students are required to notify the College's Director of Financial Aid, or designee, within 5 days of being convicted of violating a criminal drug statute.

**American International College does not distinguish between civil and criminal penalties associated with possession of marijuana. Possession of marijuana, regardless of the amount, is strictly prohibited on campus property or at campus sponsored events.**


The College reserves the right to inspect its buildings and, with reasonable justification, to search a student's room.

- a. "Inspect" is defined as an inspection of a general nature with regard to proper use and function of buildings and rooms. Misuse of furnishings, overcrowding, etc., are included in the concept of "inspection," together with obvious illegal use of the room in terms of drugs, alcohol, or sexual activities.
- b. "Search" is defined as a detailed inspection of the room for the express purpose of uncovering hidden items or substances.

The presence of drugs will be considered as evidence that such drugs are for use, sale, or dispensing.

- a. Resident advisors, by virtue of their position, have the duty and the authority to act for the college authorities in maintaining proper conditions in residence halls. This includes the right to inspect students' rooms at any time when probable cause is present. Full room searches will not be conducted by resident advisors except when accompanied by administrative officials.
- b. Resident students will be held responsible for the use of their rooms. Students will be held responsible for the behaviors of their guests on college property.





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- c. Students in violation of college policy will be subject to disciplinary action, including suspension, expulsion, and/or prosecution within the law, depending on specific circumstances.
- d. Any student reported by RA's or other college personnel will be referred the College's Conduct System.

## MEDICAL AMNESTY POLICY

In cases of a drug or alcohol emergency, the primary concern is the health and safety of the individual(s) involved. Students are strongly encouraged to call for medical assistance (413-205-3333) or contact a member of Residence Life for themselves or for another student who they observe to be or feel is dangerously intoxicated/under the influence of alcohol or drugs.

No student seeking medical assistance for an alcohol or other drug-related emergency will be subject to College disciplinary action for the violation of possession or consumption of alcohol or drugs. **This policy shall extend to the referring student who sought medical assistance as well.**

The student requiring medical assistance, and possibly the referring student(s), will be required to contact the Dexter Health and Counseling Services within two weeks of written notification to schedule a meeting and develop follow-up plans. As long as the student complies with all directives, there will be no disciplinary action taken related to the violation of possession or consumption of alcohol or drugs.

*Note: Although disciplinary action will not be taken, an educational project/program may be required.*

This policy applies **only** to those students who seek emergency medical assistance in connection with an alcohol or drug-related medical emergency and does not apply to individuals experiencing an alcohol or drug-related medical emergency who are found by College officials (e.g., AIC police, faculty, administrative staff, or residence hall staff).

The Medical Amnesty Policy is not intended to shield or protect those students that repeatedly violate the Student Code of Conduct. In cases where repeated violations of the Student Code of Conduct occur, the College reserves the right to take disciplinary action on a case-by-case basis regardless of the manner in which the incident was reported.

Medical amnesty applies only to alcohol or other drug-related emergencies; it does not apply to other conduct violations such as assault, property damage, or distribution of illicit substances. If other violations occur, then a student will face disciplinary action for those violations. The use/or abuse of alcohol or drugs is never considered a mitigating circumstance for any other violations of the Student Code of Conduct.

Medical amnesty applies only to the College's response to a medical emergency. Criminal and/or police action may still occur separately from the Dean of Students Office.

## **HEALTH RISKS ASSOCIATED WITH ALCOHOL AND OTHER DRUG ABUSE**

The risks associated with the use of illicit drugs and the abuse of alcohol are numerous and include physical and mental impairment, emotional and psychological deterioration and devastating effects on family and friends. There are obvious risks such as suffering a hangover, being charged with driving under the influence or while intoxicated, and sustaining or causing personal injury. There are a number of less obvious risks associated with alcohol and other drug abuse that students might not realize, including:

- Poor academic performance
- Poor job performance
- Poor social interactions
- Unwanted and inappropriate sexual activity
- Sexually transmitted diseases
- Jeopardizing future career prospects, (e.g., admission to advanced schooling and employment)

In addition, alcohol and other drug abuse puts the user at considerable health risk, which can include nausea, vomiting, cancer, liver damage, elevated blood pressure, psychotic episodes, hallucinations and, in some cases, death. In addition to the risk to the abuser of illicit drugs and alcohol are the risks to fellow classmates, the public and to unborn children.

## **EFFECTS OF ALCOHOL**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including sexual and physical assaults.

Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors,

hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

## SELECTED DRUGS AND THEIR EFFECTS

### *Depressants [barbiturates, sedatives, and tranquilizers]*

In addition to alcohol, barbiturates, tranquilizers, and sedatives are considered depressants. These drugs depress the central nervous system by mimicking either the brain's natural sedating chemicals or by diminishing the brain's natural ability to produce stimulating chemicals.

- **Short-term effects:** Alcohol consumption causes a number of marked changes in behavior; even low doses significantly impair judgment and coordination. Moderate to high doses cause significant impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses can cause respiratory depression and death. The effects of other depressants are similar to those of alcohol: large doses can cause slurred speech, poor motor coordination, altered perception, psychosis, hallucinations and paranoid delusions, coma, or death.
- **Long-term effects:** Long-term effects of using alcohol include addiction, depression, accidents as a result of impaired ability, ulcers, gastritis, pancreatitis, fatty liver, alcoholic hepatitis, chronic active hepatitis, and cirrhosis. Long-term use of other depressants can also lead to addiction, including both physical and psychological dependence. Regular use over time may result in a tolerance to the drug. Withdrawal symptoms may range from restlessness, insomnia, and anxiety, to convulsions and death.

### *Nicotine*

Nicotine, one of more than 4,000 chemicals found in the smoke from tobacco products, is the primary component in tobacco that acts on the brain. Nicotine is absorbed through the skin and mucosal lining of the mouth and nose or by inhalation in the lungs. Nicotine increases the levels of dopamine in the brain. The acute effects of nicotine dissipate in a few minutes, causing the smoker to continue dosing frequently throughout the day to maintain the drug's pleasurable effects and prevent withdrawal.

- **Effects:** Select effects include addiction, high blood pressure, emphysema, heart and lung disease, and cancer.

### ***Marijuana***

THC [delta-9-tetrahydrocannabinol] stores itself in the fatty tissue of the brain, reproductive organs, liver, lungs, and spleen, where it causes tissue damage and hinders normal body function. In the brain, THC widens the gaps between nerve cells causing decreased transmission of impulses.

- Effects: Use can result in speech problems, memory and learning problems, physical impairment, and can interfere with judgment, and cause difficulty thinking and solving problems. Use can also elevate anxiety and cause a panic reaction. Long-term use can cause permanent memory problems. There is also an increased risk of developing respiratory problems including, but not limited to, cancer.

### ***Stimulants [Cocaine, Amphetamines, "speed," "uppers"]***

Cocaine use interferes with reabsorption of dopamine causing euphoria, which constricts blood vessels, dilates pupils, and increases heart rate and blood pressure.

- Effects: Acute cardiovascular or cerebrovascular emergencies such as heart attack or stroke can result from use, regardless of frequency. Cocaethylene, created by the liver when cocaine and alcohol are used, increases the chance of sudden death. Addiction, lung damage, depression, paranoia, and toxic psychosis are also possible. Similar risks are presented by the use of speed and uppers.

### ***Ecstasy [MDMA, Molly]***

Ecstasy is a synthetic drug, and is similar to both methamphetamine and mescaline, which is a hallucinogenic.

- Effects: The drug mainly affects the body by affecting neurons that use the chemical serotonin, which can greatly affect mood, aggression, sexual activity, sleep, and sensitivity to pain. In high doses, MDMA can interfere with the body's ability to regulate temperature, which can lead to a sharp increase in body temperature [hyperthermia], resulting in liver, kidney, and cardiovascular system failure.

### ***Hallucinogens [LSD, PCP]***

PCP is a white crystalline powder that is readily soluble in water or alcohol. LSD [lysergic acid diethylamide] is manufactured from lysergic acid, which is found in ergot, a fungus that grows on rye and other grains. The effects of these substances are unpredictable, and depend on the amount taken, the user's personality and mood, and the surroundings in which the drug is used.

- Short-term effects: These drugs alter users' perception of time and space by changing the way the brain interprets stimulus. They also increase heart rate

and blood pressure, which can lead to coma, or heart and lung failure. High doses can cause symptoms that mimic schizophrenia, such as delusions, hallucinations, paranoia, disordered thinking, a sensation of distance from one's environment, and catatonia. Speech is often sparse and garbled. PCP can be addictive.

- Long-term effects: Flashbacks can occur days, months, or even years after use. Users can also experience decreased motivation, prolonged depression, increased anxiety, increased delusions and panic, and psychosis such as schizophrenia or severe depression.

### ***Narcotics [Opium, morphine, codeine, heroin]***

Narcotics include opium, opium derivatives, and semi-synthetic substitutes of opium derivatives. Narcotic use is associated with a variety of unwanted effects including drowsiness, inability to concentrate, apathy, lessened physical activity, constriction of the pupils, dilation of the subcutaneous blood vessels causing flushing of the face and neck, constipation, nausea and vomiting, and most significantly, respiratory depression. As the dose is increased, the subjective, analgesic [pain relief], and toxic effects become more pronounced.

- Short-term effects: Short term effects include restlessness, irritability, loss of appetite, nausea, tremors, and drug craving.
- Long-term effects: Long term effects include addiction, accidental overdose, risk of hepatitis and AIDS infection from contaminated needles.

### ***Prescription Drug Abuse***


The most commonly misused prescription drugs are:

Painkillers [codeine, Oxycontin, Vicodin, Demerol]; CNS depressants [Nembutal, Valium, Xanax]; and stimulants [Ritalin, Dexedrine, Adderall].

- Short-term effects: Stimulants and CNS depressants present risks for irregular heartbeat, greatly reduced heart rate, seizures, dangerously increased body temperature, and can cause aggressive or paranoid behavior.
- Long-term effects: The greatest risk from these drugs is the significant chance for dependence. This can lead to greater doses and increased frequency of use. Attempting to cease use without proper medical help after dependence has been established can be dangerous and even fatal.

### ***Inhalants [gas, aerosols, glue, nitrites, nitrous oxide]***

Inhalants are breathable chemical vapors that produce psychoactive effects. A variety of products common in the home and in the workplace contain substances that can be inhaled:



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*Solvents:* paint thinners or removers, degreasers, dry-cleaning fluids, gasoline, and glue

*Art or office supply solvents:* correction fluids, felt-tip-marker fluid, and electronic contact cleaners

*Gases [used in household or commercial products]:* butane lighters and propane tanks, whipped cream aerosols [whippets], and refrigerant gases

*Household aerosol propellants:* contained in items such as spray paints, hair or deodorant sprays, fabric protector sprays, and aerosol computer cleaning products

*Medical anesthetic gases:* ether, chloroform, halothane, and nitrous oxide

*Nitrites:* volatiles including cyclohexyl, butyl, and amyl nitrites, and are commonly known as "poppers." Volatile nitrites are often sold in small brown bottles and labeled as "video head cleaner," "room odorizer," "leather cleaner," or "liquid aroma."

- Short-term effects: These chemicals slow down the body's functions, and can cause momentary intoxication which, if continued, can lead to stimulation, reduced inhibition, and ultimately loss of consciousness. Using solvents or aerosol sprays can induce heart failure and death, known as "sudden sniffing death." This effect is mostly associated with butane, propane, and chemicals in aerosols.
- Long-term effects: These chemicals can cause severe damage to the brain, liver, and kidneys. Specifically, they can cause hearing loss, peripheral neuropathies [limb spasms], central nervous system damage, and even bone marrow damage.

### GHB

GHB [gamma hydroxybutyrate] is a central nervous system depressant. It is made from gamma butyrolactone and sodium or potassium hydroxide, which means that it is essentially degreasing solvent or floor stripper combined with drain cleaner. In liquid form it is usually clear and looks like water. GHB and two of its precursors, gamma butyrolactone [GBL] and 1, 4 butanediol [BD] have been characterized as predatory drugs used to commit acts of sexual violence.

- Effects: Abuse of GHB can cause amnesia, coma and/or seizures, inability to move, or impaired speech. There is also a risk of death, especially when combined with alcohol or other drugs.

Source: <https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>



## FEDERAL, STATE, AND LOCAL SANCTIONS FOR VIOLATION OF ALCOHOL AND OTHER DRUG LAWS

Legal penalties for violation of applicable local, state, or federal laws range from probation and forfeiture of property to fines and imprisonment. For example, the sanctions against an individual for distribution of, or possession with intent to distribute, controlled substances can be from a minimum of 10 years' imprisonment to a maximum of life imprisonment, with fines up to \$4 million. Sanctions can increase for repeat offenders or for offenses resulting in death or serious bodily harm and can be doubled for each of the following occurrences: distribution to persons under 21 years of age, distribution within 1,000 feet of a college or university or employing someone under 18 in the distribution. Attempt or conspiracy to commit a crime can be treated as severely as the intended offense. As of Sept. 1, 1989, conviction for violation of any state or federal drug law can lead to ineligibility for any federal benefit (including grants and loans).

***For additional details regarding sanctions under federal law, see:***

[https://www.dea.gov/sites/default/files/drug\\_of\\_abuse.pdf](https://www.dea.gov/sites/default/files/drug_of_abuse.pdf)

***For additional details regarding sanctions under Massachusetts law, see:***

**M.G.L. Chapter 90, Section 24: Driving While Under Influence of Intoxicating Liquor**

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXIV/Chapter90/Section24>

**M.G.L. Chapter 94C: Controlled Substances Act**

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXV/Chapter94C>

**M.G.L. Chapter 138: Alcoholic Liquors**

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXX/Chapter138>

## NOTICE OF FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS

A student who has been convicted of possession or sale of illegal drugs while receiving federal Title IV financial aid loses eligibility for federal and state government financial aid (including Title IV, HEA grant, loan, or work-study assistance) for a period of time specified in the law (HEA Sec. 484(r)(1)); (20 U.S.C. 1091(r)(1)). The period of ineligibility depends on whether the conviction was for possession or sale of (including conspiring to sell) illegal drugs. For further information, please visit the College's Financial Aid Office.

## DRUG AND ALCOHOL ASSISTANCE

Help concerning drug and alcohol-related problems are available from several sources. Individuals needing personal assistance, individuals who know of someone who needs help or individuals with questions concerning alcohol and drug abuse may contact any of the following:

### On Campus

Dexter Health and Counseling Services	413.205.3428
Campus Ministry	413.205.3190

### Community Resources

Alcoholics Anonymous 24 Hour Hotline	413.532.2111
Al-Anon and Alateen of Greater Springfield <i>(Support groups for anyone affected by a problem drinker)</i>	413.782.3406
Drughelp National Hotline	1.800.662.HELP
Narcotics Anonymous	413.538.7479
Nar-Anon <i>(Support group for anyone affected by a drug user)</i>	413.737.2712

## BIENNIAL REVIEW

In compliance with the Drug Free Schools and Communities Act, American International College will conduct a biennial review of the College's alcohol and other drug programs, which will be coordinated by the Chief Human Resources Officer. According to the Act, the biennial review is due by October 1st of every even numbered year.

### Sanctions for Student Violations

Students in violation of alcohol and drug laws of the federal government, Commonwealth of Massachusetts, or policies of American International College will be subject to disciplinary action as outlined in the Student Code of Conduct determined upon the nature of the incident.

### **Additional Fines and Holds**

Failure to complete sanctions on time or disregarding College requirements may result in the College imposing an additional fine as well as placing an academic hold on a student's account. This hold may impact a student's ability to register or obtain certain academic records.

### **Sanctions for Student Organizations**

The College's response to student organizations found in violation of alcohol and drug laws of the federal government, Commonwealth of Massachusetts, or policies of American International College will be determined based upon the nature of the incident but could hold ramifications for both the organization as well as the individual students.

## **EMPLOYEES**

### **Drug and Alcohol Free Workplace Policy**

AIC is committed to maintaining a drug and alcohol free workplace that is in compliance with all federal and state laws and to provide rehabilitation, to the extent required by law, for employees who may have a drug or alcohol problem.

- It is considered a willful violation of college policy for any employee to use, possess, sell, convey, distribute, dispense or manufacture illegal drugs, intoxicants or controlled substances of any type while on or using college property (including college parking lots and grounds), conducting college business or otherwise representing the College.
- It is considered a willful violation of college policy for any employee to unlawfully use, possess, sell, convey, distribute, dispense or manufacture alcohol while on or using college property (including college parking lots and grounds).
- It is considered a willful violation of college policy for any employee to use prescription drugs illegally. This does not preclude the appropriate use of legally prescribed medications.
- It is considered a willful violation of college policy for any employee to be on or using college property, conducting college business or otherwise representing the college while, in the opinion of management, the employee is in an intoxicated state.

We recognize that drug and alcohol dependency constitute major health, safety, and security problems. Employees requesting information or rehabilitation programs should contact the Human Resources Office. Requests will be treated with confidentiality.

An Employee Assistance Program (EAP) is available to all employees (more information in section 6.14 Employee Assistance Program).

Any employee who violates this policy will be subject to appropriate disciplinary action up to and including termination of employment.

## **SMOKE FREE WORKPLACE**

One of the goals of the College is to provide our employees with a clean, healthy, productive, and safe work environment. With the increasing evidence of the dangers of tobacco including second-hand smoke, AIC prohibits tobacco use in all College buildings, vehicles and other areas of the College as outlined below.

Tobacco use is prohibited in the following areas on campus:

- Outside any doorway or area where smoke could migrate back into a building.
- Covered porches that are attached to buildings.
- Twenty-five feet or less from all buildings, entrances and exits.

Employees who choose to use tobacco products must do so during their regularly scheduled breaks or meal periods, and must do so within the guidelines above.

Violations by employees will be subject to disciplinary actions up to and including termination of employment.

