



# Substance Abuse Policies and Prevention Program

**Academic Year 2004-2005**

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### **Statement of Purpose**

Seattle University's Substance Abuse Policies and Prevention Program reflect a broad commitment to a healthy university community marked by standards that reflect personal accountability and responsibility for the common good; demonstrate regard for the safety, security, and health of others; and maintain the atmosphere needed for study and reflection.

Seattle University recognizes explicitly that students, faculty, and staff are adults, which means that they are expected to obey the laws and take personal responsibility for their conduct. Individuals are accountable for their choices and behavior. The university disclaims any intention to assume duties to protect its students or employees from their own abuse of drugs or alcohol or to protect third persons from the conduct of students.

The purpose of this brochure is to make all members of the Seattle University community aware of the:

- Policies that govern the use of alcohol or illicit drugs by the campus community
- Disciplinary sanctions for failing to adhere to university policies regarding drug or alcohol use
- Local, state, and federal laws governing alcohol and drug use
- Health risks associated with the use of illicit drugs and the abuse of alcohol
- Resources available to students, faculty, and staff who have a concern about their own alcohol or drug use, or concerns about a friend, family member or colleague

We hope the information included in this brochure will help in making informed decisions about the use of alcohol and other drugs. Careful attention to this information will help students, faculty, and staff promote the university's compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989.

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#### **I. Policies on Drug or Alcohol Use by the Campus Community**

##### **A. Policy on Drug or Alcohol Use by Employees**

Seattle University employees have the responsibility to perform their jobs in a safe, conscientious, and lawful manner consistent with the university's mission. It is the policy of Seattle University to maintain a work environment free of illicit drugs. While at work or when acting on behalf of the university, university employees must be free from the effects of illicit drugs. University policy also prohibits employees from consuming alcohol on campus except for sponsored events. Intoxication is a violation of university policy. Accordingly, in connection with all workplace or university-related activities, the following rules apply:

##### **Drugs**

1. The university strictly prohibits the manufacture, sale, possession, distribution, dispensing, or use by an employee of a controlled substance or drug not medically authorized.
2. The university strictly prohibits the use by an employee of a controlled substance (e.g., prescription medication) that affects job performance or poses a hazard to the safety and welfare of the employee or others.
3. The Drug-Free Workplace Act requires an employee who is convicted of any workplace-related criminal drug violation to report the conviction to the Office of Human Resources within five (5) calendar days after the conviction. Recipients of grants (“grantees”), whether the university or the individual, must report in writing to the contracting or granting agency within 10 calendar days of receiving notice of the conviction.

##### **Alcohol**

The university strictly prohibits being intoxicated or the manufacture, sale, transfer, or distribution of alcohol by any employee while conducting university business or participating in University activities on or off university premises.

The consumption of alcohol is also prohibited except where a legal permit or advance consent from the university has been obtained.

Violations of the policies on drug or alcohol use by employees will result in disciplinary action up to and including immediate termination of employment. In addition, the university has the right to notify local, state, or federal legal authorities of suspected illegal activity relating to drugs or alcohol. The university encourages employees who observe or have knowledge that an employee is impaired by drugs or alcohol while at work or while participating in university activities to report such condition to the appropriate supervisor.

In some instances, substance abuse may be considered a disability covered by federal, state, and local laws. Seattle University complies with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and applicable state and local laws that extend protection from discrimination in employment to qualified individuals with disabilities. The university also provides reasonable accommodation for individuals with disabilities. Any employee who suspects he or she may have a drug or alcohol abuse problem is encouraged to seek assistance through the employee's own efforts before the problem affects the employee's employment status. The university provides an Employee Assistance Program to assist employees who seek help.

To comply with the federal Drug-Free Workplace Act of 1988, and the Drug-Free Schools and Communities Act Amendments of 1989, the university's Human Resources Office maintains a list of agencies that provide rehabilitative and counseling services. In addition, the university pays in full for an independent, confidential Employee Assistance Program. Contact information for campus and community services is provided in Section III of this brochure.

Human Resources Policy Manual <http://insite.seattleu.edu/hr/policies/manual/>

Human Resources Office, 107 University Service Building  
Phil Irwin, Associate Vice President of Human Resources and  
Equal Opportunity Officer (206) 296-5869  
Helaina Sorey, Director of Human Resources (206) 296-5865

## **B. Policy on Drug or Alcohol Use by Students**

Seattle University prohibits the illegal and irresponsible use of alcohol and other drugs by students. Students at Seattle University have the responsibility to conduct themselves in a lawful and appropriate manner consistent with the mission of the university. Each student has the responsibility to know the risks associated with the use and abuse of alcohol and other drugs and to assist the university in creating an environment that promotes health-enhancing attitudes and activities. The misuse of alcohol and other drugs subverts the university's ability to achieve its central mission—the academic and social development of its students.

## Drugs

1. The university strictly prohibits the manufacture, sale, possession, distribution, dispensing, or use by a student of a controlled or illegal substance not medically authorized.
2. The university strictly prohibits the manufacture, sale, possession, distribution, or dispensing by a student of drug paraphernalia.

## Alcohol

1. The possession, sale, distribution, and consumption of alcoholic beverages on the university's campuses or in connection with university-sponsored or related events is permitted only within the limits prescribed by Washington state and federal laws, and in accordance with any regulations that may be established by the university from time to time. Examples of those regulations include the Residence Life Handbook and the Code of Student Conduct.
2. It is illegal in the State of Washington for anyone under the age of 21 to possess, purchase, distribute, consume, or acquire alcoholic beverages.
3. The university strictly prohibits the sale, possession, distribution, manufacture, or consumption of alcoholic beverages at any university-sponsored event, except as expressly permitted by the Campus Policy for Alcohol Use at Events (See, Section 1.C).
4. The university strictly prohibits students from appearing in any public place manifestly under the influence of alcohol. Alcohol will not be allowed to interfere with university housing, co-curricular activities, campus safety or security, or classroom learning.
5. The university strictly prohibits any person from bringing alcoholic beverages into university housing or consuming alcoholic beverages within university housing, except as expressly permitted by the regulations established by Residence Life and Housing [www.seattleu.edu/student/housing/ResLifehandbook04-05.doc](http://www.seattleu.edu/student/housing/ResLifehandbook04-05.doc) (see page 13).
6. Except as permitted by the Campus Policy for Alcohol Use at Events, open containers of alcohol are prohibited in all public areas of the university campuses. This includes any holder or receptacle of alcohol where the seal has been broken and/or holders that allow unobstructed, unrestricted, or otherwise open access to alcohol. This includes, but is not limited to, cans, cups, bottles, kegs, and flasks.
7. State law and the university strictly prohibit the possession, use, sale, furnishing, or manufacture of false identification by students for the purpose of obtaining alcoholic beverages.

8. The university strictly prohibits aiding or abetting an underage person in the purchase or consumption of alcoholic beverages.

The university will not excuse acts of misconduct committed by students whose judgment is impaired by consumption of alcohol or drugs. Students are expected to assume responsibility for their own behavior and must understand that being under the influence of drugs or alcohol in no way lessens their accountability to the university community. Violations of the law or university rules or policies relating to drug or alcohol use will result in disciplinary sanctions up to and including dismissal as described in the Code of Student Conduct. In general, students will be disciplined if their use of alcohol or drugs is illegal or threatens to create public disorder, public disturbances, danger to themselves or others, or property damage. In addition, the university has the right to refer suspected unlawful drug or alcohol-related incidents to appropriate federal, state, or local legal authorities.

### **C. Campus Policy on Alcohol Use at Events**

To serve or sell alcohol on campus, a permission letter must first be obtained from Conference and Event Services ("CES"). The event sponsor must complete an Alcohol Request Form and submit it to the CES Office located in the Student Center Pavilion. Once completed, the form will be evaluated to determine the number of alcohol servers and security staff required for the event. If CES grants permission for the **servicing** of alcoholic beverages, the event's sponsor must take the permission letter to a Washington State liquor store and purchase a Washington State Banquet Permit. If CES grants permission for the **selling** of alcoholic beverages, the event's sponsor must apply to the Washington State Liquor Control Board ("WSLCB") for a Special Occasion License at least 30 days prior to the event date. The permit/license must be posted during the event near the alcohol service area. The event sponsor is responsible, along with individuals directed to serve the alcohol, for compliance with all applicable laws (including the acquisition of all required permits), ordinances, and university policies pertaining to the use, sale, furnishing, or possession of alcohol.

Alcohol may not be served to any person under the age of 21. A separate alcohol serving area may be required at events where persons under 21 will be present. The event's sponsor will also be required to devise a system by which picture identification will be checked to verify legal age.

Alcohol must be served and monitored and may not be left unattended so as to allow free access. All service of alcohol to guests must stop 30 minutes prior to the ending time of the event. No alcoholic beverages may be consumed in public areas or on university property without the university's prior written approval. In addition, no open containers of alcohol are permitted on university property at any time, except within the area covered by a valid liquor permit. Non-alcoholic beverages and food must be available and featured prominently at the event. Name brand beverages, high protein and low salt foods are encouraged.

No event shall include any form of "drinking contest" in its theme, activities or promotion. Alcohol should not be used as an inducement to participate in a campus event.

Event sponsors (persons who sign for the banquet permit/special occasion license) and the individuals directed to serve the alcohol are responsible and obligated to refuse alcohol to anyone whom they believe has had too much to drink. The person named on the permit/license can and will be held responsible for all alcohol-related incidents.

"BYOB" events, kegs, or hard liquor of any kind are not permitted in university facilities or anywhere on campus. The university reserves the right to deny or limit the consumption of alcoholic beverages on the campus. For events where alcohol is served, the event sponsor is required to hire, at its own expense, and use alcohol servers who are employees of the university's food services manager.

For additional information, contact Conference and Event Services at (206) 296-5620.

## **II. Health Risks of Alcohol and Other Drug Use**

Alcohol and illicit drug use can pose many health risks to students, faculty, and staff. Use may result in impaired judgment and coordination; physical and psychological dependence; damage to vital organs such as the heart, stomach, liver and brain; inability to learn and remember information; psychosis and severe anxiety; unwanted or unprotected sex resulting in pregnancy and sexually transmitted diseases (including HIV and AIDS); and injury and death. Negative consequences of alcohol and other drug use can be immediate.

Substance abuse by family members and friends is also of concern to students. Patterns of risk-taking behavior and dependency not only interfere in the lives of these abusers, but can also have a negative impact on students' academic work, emotional well being, and adjustment to college. Students, faculty, and staff concerned with their own health or that of a friend should consult a physician, a mental health professional, or one of the other resources listed in the following section for more information and assistance.

## **III. Resources for Education and Treatment**

### **A. Campus Services for Students**

1. Consultation for problems related to alcohol and other drug use is provided by the Student Health Center and the Counseling Center. Students who believe they have a problem or who have a concern about another person are encouraged to seek assistance.
2. Student Health Center staff and Counseling Center staff are available for consultation and coordination, to identify resources both on and off campus, and to monitor and support progress in addressing concerns. As appropriate and with

permission of the person seeking assistance, a plan to address problems may include the involvement of other important support systems such as Residence Life and Housing, the Learning Center and Athletics.

3. If screening indicates a problem requiring more focused treatment, individuals will be referred to appropriate community health resources. The Student Health Center and the Counseling Center keep a list of community agencies meeting a range of needs and financial capacities. Individuals are responsible for costs incurred for off-campus services.

For further information, contact:

Student Health Center  
Bellarmine Hall, Rm. 107  
Seattle University  
(206) 296-6300

Counseling Center  
Student Center Pavilion, Rm. 120  
Seattle University  
(206) 296-6090

## B. Campus Services for Faculty and Staff

Faculty and staff who suspect they may have a drug or alcohol abuse problem are encouraged to seek assistance through their own efforts before the problem affects their employment status. To comply with the federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, the university's Human Resources Office maintains a list of agencies that provide rehabilitative and counseling services. In addition, the university pays in full for an independent, confidential Employee Assistance Program.

Confidential Employee Assistance and Referral Program provided by HorizonCareLink  
1 (888) 293 6948 TTY 1 (866) 846 5949  
Web site: [www.horizoneap.com](http://www.horizoneap.com) (login: standard; password: eap4u)

## C. Community Services

A variety of community organizations in the greater Seattle area can be resources for Seattle University students, faculty or staff. We have divided them into three categories for ease of reference: 24-hour emergency numbers; self-help groups; and alcohol and drug treatment programs. Resources are also listed on the Student Health Center web site at [www.seattleu.edu/student/health](http://www.seattleu.edu/student/health). These resources have not been screened by Seattle University and the university makes no specific endorsement of or recommendations to any one program.

### Emergency Numbers

Alcohol and Drug 24-hour Helpline (206) 722-3700 1-800-562-1240 (Washington state)* <i>*This number also a resource for other self-help groups</i>	Alcohol/Drug Teen Line (206) 722-4222 24 hours	
24-Hour Crisis Line	Domestic Violence Hotline	HIV/AIDS Hotline

206) 461-3222 1-800-621-4636 (Washington state)	1-800-562-6025 24 hours	1-800-272-2437
King County Sexual Assault Resource Center (425) 226-5062 1-800-825-7273		

### Local Self-Help Groups

	Alanon/Alateen/Alatot (206) 625-0000	Alcoholics Anonymous (AA) (206) 587-2838
Marijuana Anonymous (206) 548-9034	Naranon (206) 626-7171	Narcotics Anonymous (206) 790-8888

### Alcohol and Drug Treatment Resources

#### Greater Seattle

<i>Alcohol &amp; Drug 24-hr Helpline</i> (206) 722-3700 (800) 562-1240 Crisis Intervention/Referral Information	<i>Addiction Recovery Services Swedish Medical Center/Ballard</i> 5300 Tallman Ave. NW Seattle, WA 98107 (206) 781-6209 Inpatient	<i>Catholic Community Services</i> 100 23 <sup>rd</sup> Ave. South Seattle, WA 98122 (206) 325-5162 Outpatient
<i>Central Seattle Recovery Center</i> 1401 E. Jefferson, Suite 300 Seattle, WA 98122 (206) 322-2970 Outpatient	<i>Central Youth &amp; Family Services</i> 1901 Martin Luther King Jr. Way South Seattle, WA 98144 (206) 322-7676 Outpatient	<i>Consejo Counseling and Referral</i> 3808 South Angeline Seattle, WA 98118 (206) 461-4880 Outpatient, Bilingual
<i>Group Health Cooperative</i> 1730 Minor Ave, Suite 1600 Seattle, WA 98101-1448 1-800-562-6300 Outpatient/Inpatient 206-326-3000	<i>Residence XII (women only)</i> 12029 113 <sup>th</sup> Ave. NE Kirkland, WA 98034 425-823-8844 Inpatient/Outpatient	<i>Seattle Indian Health Board</i> 611 12 <sup>th</sup> Ave South Seattle, WA 98144 (206) 324-9360 Outpatient/Inpatient
	<i>Therapeutic Health Services</i> (also serves Asian communities) 1116 Summit Seattle, WA 98101 (206) 323-0930 Outpatient	<i>Veterans Administration Medical Center</i> 1660 S. Columbian Way Seattle, WA 98108 (206) 762-1010 1-800-329-8387 Assessment/Evaluation
Women's Recovery Center 4649 Sunnyside Ave. N., Suite 200 Seattle, WA 98103 (206) 547-1955 Outpatient		

#### Eastside

<i>Eastside Recovery Center Inc.</i> 1412 140 <sup>th</sup> PI NE Bellevue, WA 98005 (425) 747-7892 Outpatient	<i>Lakeside Milan Recovery Center Inc.</i> 10322 NE 132 <sup>nd</sup> St. Kirkland, WA 98034 (425) 823-3116 Inpatient and Outpatient
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**South King County**

<i>Auburn Youth Resources</i> 816 F St. SE Auburn, WA 98002 (253) 939-2202 Outpatient	
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**Snohomish County**

<i>Providence Recovery Program</i> 916 Pacific Ave Everett, WA 98206 (425) 258-7390 Inpatient/Outpatient	<i>Valley General Hospital Alcoholism &amp; Drug Recovery Center</i> 14701 179 <sup>th</sup> Ave SE Monroe, WA 98272 (360) 794-7497 1-800-533-3046 Inpatient/Outpatient
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**Pierce County**

<i>MOMS/Women's Recovery Center Tacoma Pierce County Health Department</i> 2367 Tacoma Avenue South Tacoma, WA 98402 (253) 798-6655 Outpatient	<i>The Center Metropolitan Development Council</i> 721 South Fawcett, Suite 203 Tacoma, WA 98402 (253) 593-2740 Outpatient
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**These treatment centers have not been screened by Seattle University and the university makes no specific endorsement of or recommendations to any one program.**

**LEGAL SANCTIONS RELATING TO VIOLATIONS OF WASHINGTON ALCOHOL BEVERAGE CONTROL ACT**

<b>VIOLATION</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>	<b>SUBSEQUENT OFFENSE</b>
Sale or supply of liquor to any person under the age of 21	Fine not more than \$500, or imprisonment for not more than two months, or both	Imprisonment of not more than six months	Imprisonment of not more than one year
Possession, consumption, or acquisition of liquor by any person under the age of 21 (Minor in Possession/MIP)	Fine not more than \$500, or imprisonment for not more than two months, or both	Imprisonment of not more than six months	Imprisonment of not more than one year

Purchase or attempted purchase of liquor by any person under the age of 21*	Fine not more than \$500, or imprisonment for not more than two months, or both	Imprisonment of not more than six months	Imprisonment of not more than one year
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\*For those between the ages of 18 and 21, at a minimum:

Fine not less than \$250 and no fewer than 25 hours of community service

### **LEGAL SANCTIONS UNDER THE SEATTLE DRUG TRAFFIC LOITERING ORDINANCE**

<b>DESCRIPTION</b>	<b>PENALTY</b>
Remaining in a public place and intentionally soliciting, inducing, enticing, or procuring another to engage in unlawful drug trafficking.	Gross Misdemeanor. Fine not to exceed \$5,000, or imprisonment for a term not to exceed one year, or both.

### **WASHINGTON LEGAL SANCTIONS RELATING TO MANUFACTURING, SELLING, OR DELIVERING A CONTROLLED SUBSTANCE**

<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>FIRST OFFENSE</b>	<b>SECOND OFFENSE</b>
Schedule I or II Narcotic (i.e., cocaine, heroin, opium)	Less than two kilograms	Imprisonment not more than 10 years, fine not more than \$25,000, or both	Up to twice the prison term and fine
Schedule I or II Narcotic (i.e., cocaine, heroin, opium)	Two or more kilograms	Imprisonment not more than 10 years, fine not more than \$10,000 for first two kilograms and not more than \$50 for each additional gram, gram, or both (fine and imprisonment)	Up to twice the prison term and fine
Any other controlled substance classified in Schedule I, II, III, IV, or V	Any	Imprisonment not more than five years, fine not more than \$10,000, or both	Up to twice the prison term and fine
Sale for profit of any controlled substance classified in Schedule I	Any	Imprisonment for not more than five years, fine up to \$500,000	Mandatory sentence of five years
Sale of heroin	Any	Mandatory two-year imprisonment, fine up to \$500,000	Mandatory sentence of five years

Use of drug paraphernalia to plant, grow, store, inject, or otherwise insert into the human body a controlled substance	Any	Misdemeanor. Imprisonment not less than 24 hours, fine not less than \$250	Fine not less than \$500
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