



El Camino College



EL CAMINO COLLEGE DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM (DAAPP)

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The Drug-Free Schools and Communities Act Amendments of 1989 require that, as a condition of receiving funds or any other form of financial assistance under any Federal program, an institution of higher education must certify that it has adopted and implemented a drug and alcohol abuse prevention program. In response, the El Camino Community College District has adopted and implemented a program and policies to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

The El Camino Community College District is committed to providing a drug-free environment (Board Policy and Administrative Procedure 3550). The District also prohibits the use of tobacco products and electronic delivery services at all District facilities (Board Policy and Administrative Procedure 3570).

The District's program is as follows:

An annual notification will be sent out to all students and employees. The notification will include:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;
2. A description of applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;
3. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
4. A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
5. A clear statement that the District will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

In addition to the required notifications, the District will display information or provide a link to the District's Drug and Alcohol Abuse Prevention Program for all students and employees to view as follows:

- District website
- Class schedules
- College catalogs
- Annual Security Report
- Human Resources Onboarding (for employees)

NOTIFICATION OF THE DAAPP

The District will broadly distribute information about the Drug and Alcohol Abuse Prevention Program (DAAPP) to students and employees as follows:

Students

Information contained in the Drug and Alcohol Abuse Prevention Programs is distributed to all current students during each term via college email.

Employees

Information contained in the Drug and Alcohol Abuse Prevention Programs is distributed to all current employees via college email on an annual basis.

STANDARDS OF CONDUCT

The following sections of the District's Board Policy (BP)/Administrative Procedure (AP) 3550 (Drug Free Environment and Drug Prevention Program) and Board Policy (BP)/Administrative Procedure (AP) 3560 (Alcoholic Beverages) pertain directly to drug and alcohol use, distribution, and possession:

- The District shall be free from the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees (BP 3550).
- The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on District property, in all facilities under the control and use of the District, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District (BP 3550 and AP 3550).
- The District does not permit the possession, use, or sale of marijuana for any purpose on District property even if the use meets the qualifications of the California Compassionate Use Act, Proposition 215, and/or the Adult Use of Marijuana Act, Proposition 64. Employees and/or students who qualify under Propositions 215 and 64 to use marijuana for medical and/or recreational purposes are not permitted to possess, store, provide, use, or be under the influence of marijuana while on District owned or controlled property (including, but not limited to, campus buildings, leased facilities, and parking lots,) or during a District-sanctioned activity or event regardless of the location (BP 3550).
- The campus has been designated "Drug free" and "Smoke free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the El Camino College Campus Police Department. Violators are subject to disciplinary action, criminal prosecution, fine and imprisonment (AP 3560).
- It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of this policy for anyone to consume or possess alcohol in any public or private area of campus without prior District approval. Organizations or groups violating alcohol or substance policies or laws may be subject to sanctions by the District (AP 3560).
- Alcoholic beverages shall not be served on campus except in accordance with procedures authorized by the Superintendent/President (BP 3560).

The District follows the laws and regulations of the federal government, the state of California, Los Angeles County, the City of Hawthorne (Business Training Center), the City of Inglewood (Fire Academy) and the City of Torrance as well as the counties and cities in which our educational programming sites are located. Each student and employee is expected to do the same.

Any student or employee who violates these policies and prohibition will result in appropriate action (consistent with District policies; local, state, or federal law; and/or collective bargaining agreements), up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program. The District is notified by the Department of Justice of any new convictions pertaining to District employees. A conviction involving drugs can lead to disciplinary action up to and including dismissal from employment (BP 3550 and AP 3550).

A full version of any of the above Board Policies/Administrative Procedures can be viewed at www.elcamino.edu/leadership/trustees/policies.aspx.

STUDENTS

The unlawful possession, use, sale, offer to sell, furnishing, or being under the influence of, any controlled substance listed federal law Controlled Substances Act U.S.C. §811) or in California Health and Safety Code Sections 11053 et seq., an alcoholic beverage, or an intoxicant of any kind or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in federal law Controlled Substances Act (21 U.S.C. §811) or in California Health and Safety Code Section 11014.5 on District-owned facilities or controlled property or at District-sponsored or supervised functions shall be subject to the procedures outlined in Administrative Procedure 5520.

The District will impose sanctions, consistent with local, state, and federal law, for violations of the District's alcohol and drug policies and the Student Code of Conduct. Sanctions include written or verbal reprimands, educational sanctions, probation, restitution, removal from class/facility/ District entity, withdrawal of consent to remain on campus, suspension, or expulsion. Sanctions may also include classes, community service, referrals for appropriate counseling and/or referral to the Campus Police Department and/or local law enforcement for prosecution.

For further information, please review Administrative Procedure 5500 (Standards of Student Conduct), and Administrative Procedure 5520 (Student Discipline Procedures) at: www.elcamino.edu/leadership/trustees/policies.aspx.

EMPLOYEES

Being impaired by, under the influence of, and using, or possessing controlled substances or alcoholic beverages while on District property (including vehicles or facilities) may be grounds for disciplinary action. The District will impose sanctions, consistent with local, state, and federal law, for violations of the District's alcohol and drug policies as stated in board policies/administrative procedures and collective bargaining agreements. Disciplinary actions include formal reprimand, disciplinary probation, demotion, reassignment, involuntary transfer, suspension with or without pay, dismissal and/or referral to local law enforcement for prosecution. Legal sanctions may include classes, community service, fines, prison terms, loss of driving privileges, and mandated rehabilitation programs. In addition, failure to disclose previous convictions on a job application is grounds for termination.

For further information please review Administrative Procedure 7800 (Discipline and Dismissal - Non Represented Classified Supervisors, Managers, and Directors) and Board Policy 7365 (Discipline and Dismissals Non-Represented Classified Employees) at: www.elcamino.edu/leadership/trustees/policies.aspx as well as applicable Collective Bargaining Agreements at www.elcamino.edu/departments/human-resources/agreements.aspx.



HEALTH RISKS

The health risks associated with the use of illicit drugs and the abuse of alcohol include:

- Death, including by alcohol poisoning or drug overdose;
- Risk of addiction and withdrawal symptoms, including pain, convulsions, and depression;
- Liver, heart, kidney, pancreas, and brain damage and/or loss of brain cells;
- Impaired judgment and resulting safety and health risks, including accidents, unwanted pregnancies or sexually transmitted diseases, and aggressive or violent behavior;
- Impaired performance, including drowsiness, impaired memory, and impaired concentration;
- Sexual dysfunctions;
- Harm to a fetus, including spontaneous abortions, premature labor, and detached placentas;
- Psychological problems, including depression, anxiety, paranoia, panic reactions, psychosis, and hallucinations;
- Seizures;
- Strokes, cardiac arrest or cardiovascular problems;
- Lung damage or illnesses, bronchitis, or respiratory arrest; and
- Needle-related illnesses and complications such as hepatitis, HIV, muscle and nervous-tissue death necessitating limb amputation, and infections.

DRUG AND ALCOHOL PROGRAMS AND RESOURCES

If you are experiencing a medical emergency, related to substance use and any other circumstances, dial 9-1-1 or go to the nearest emergency room.

The District provides information on drug and alcohol treatment and prevention through a variety of means, including referrals, workshops, information, and Student Health Services. Campus-based programs and resources include, but are not limited to, the following:

1. Crisis and psycho-social counseling from clinical psychologists in the Student Health Center (eligible students only^)
2. Telehealth virtual mental health support (eligible students and employees only^)
3. Referrals to community-based substance-abuse and treatment services
4. Narcan Training
5. Annual substance abuse/health fairs/expos on the main campus
6. Printed resources on drug/alcohol topics in the Campus Police Department lobby and the Student Health Center
7. The use of the Maxient Incident Report and Referral Form
8. Warrior Safety Network (WSN), previously known as AIMS Team assistance

For more information and for referral information, contact Student Health Services at 310-660-3643 or www.elcamino.edu/support/health-safety/student-health-services/index.aspx.

^Students or employees who are ineligible to utilize District services may visit or call the ECC Police Department or Student Health Services for referrals to additional resources within the community

Available community programs include, but are not limited to, the following:

Alcoholics Anonymous (AA): <https://lacoaa.org>
Service/Intake and Administration: 323-936-4343
24 hours Service/Intake and Hotline: 800-923-8722
Spanish Information Only: 323-750-2039

Didi Hirsch
Intake Department: 888-807-7250

Narcotics Anonymous (NA): www.na.org
310-405-0348 x 800
Regional Office (English): 800-863-2962; (Spanish) 888-622-4672

Employee Assistance Services for Education (EASE)
800-882-1341

www.1degree.org: www.1degree.org
Helps low-income families access the resources they need to achieve social and economic mobility such as food, housing, drug addiction, smoking cessation, mental health, short-term financial assistance, etc.

Los Angeles County Substance Abuse Prevention and Control
www.publichealth.lacounty.gov/sapc

Substance Abuse and Service Helpline
844-804-7500
Online treatment services locator: sapccis.ph.lacounty.gov/sbat

Substance Abuse and Mental Health Services Administration (SAMHSA)
National Helpline: 800-662-HELP (4357)
Online Treatment Services Locator: samhsa.gov/find-help and findtreatment.samhsa.gov

The following locations provide substance-abuse treatment and sober-living services:

House of Hope: houseofhopesp.org
877-403-8016

Little House Recovery Home: littlehouseinc.org
9718 Harvard St., Bellflower, CA 90706
562-925-2777

New Found Life: newfoundlife.com
2211 E Ocean Blvd., Long Beach, CA 90803
562-669-2551

New Life House West Torrance: newlifehouse.com
4140 Artesia Blvd., Torrance, CA 90504
888-927-4053

Roots Through Recovery: roots-recovery.com
3939 Atlantic Ave., Ste. 102, Long Beach, CA 90807
562-512-7466

LEGAL SANCTIONS (FEDERAL, STATE, & LOCAL)

FEDERAL

Federal law provides criminal and civil penalties for unlawful possession or distribution of a controlled substance (21 U.S.C. § 844). Any person who violates this law may be sentenced to a term of imprisonment of not more than 1 year, and shall be fined a minimum of \$1,000, or both. For more information: www.govinfo.gov/app/details/USCODE-2023-title21/USCODE-2023-title21-chap13-subchapl-partD-sec844.

The Federal Trafficking Penalties table obtained from the United States Drug Enforcement Administration website (www.dea.gov/drug-information/drug-policy) is provided below:

FEDERAL TRAFFICKING PENALTIES				
Drug/Schedule	Quantity	Penalties	Quantity	Penalties
Cocaine <i>(Schedule II)</i>	500-4999 grams mixture	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	5 kgs or more mixture	First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 15 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Not less than 25 years. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
Cocaine Base <i>(Schedule II)</i>	28-279 grams mixture		280 grams or more mixture	
Fentanyl <i>(Schedule II)</i>	40-399 grams mixture		400 grams or more mixture	
Fentanyl Analogue <i>(Schedule I)</i>	10-99 grams mixture		100 grams or more mixture	
Heroin <i>(Schedule I)</i>	100-999 grams mixture		1 kg or more mixture	
LSD <i>(Schedule I)</i>	1-9 grams mixture		10 grams or more mixture	
Methamphetamine <i>(Schedule II)</i>	5-49 grams pure or 50-499 grams mixture		50 grams or more pure or 500 grams or more mixture	
PCP <i>(Schedule II)</i>	10-99 grams pure or 100-999 grams mixture	100 gm or more pure or 1 kg or more mixture		
Penalties				
Other Schedule I & II drugs <i>(and any drug product containing Gamma Hydroxybutyric Acid)</i>	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Flunitrazepam <i>(Schedule IV)</i>	1gram			
Other Schedule III drugs	Any amount	First Offense: Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual..		
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.		
Flunitrazepam <i>(Schedule IV)</i>	Other than 1 gram or more			
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.		

FEDERAL TRAFFICKING PENALTIES - MARIJUANA

Drug	Quantity	First Offense	Second Offense*
Marijuana (Schedule I)	1,000 kg or more marijuana mixture; or 1,000 or more marijuana plants	Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	Not less than 15 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	100 kg to 999 kg marijuana mixture; or 100 to 999 marijuana plants	Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50 million if other than an individual.
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg marijuana mixture More than 1 kg of hashish oil; 50 to 99 marijuana plants	Not less than 20 yrs. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	Not less than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Marijuana (Schedule I)	Less than 50 kilograms marijuana (except 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants;	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual
Hashish (Schedule I)	10 kg or less	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual
Hashish Oil (Schedule I)	1 kg or less	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual

*The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is not less than 25 years imprisonment and a fine up to \$20 million if an individual and \$75 million if other than an individual.

STATE

The State of California has numerous laws regulating the possession and use of controlled substances and alcohol. As examples, under current California state law: A person shall not knowingly or intentionally possess or distribute a controlled substance, any person under 21 years of age who possesses any alcohol beverage is guilty of a misdemeanor, any person who furnishes, gives or sells any alcoholic beverages to someone under the age of 21 is guilty of a misdemeanor, and it is illegal for persons to operate a motor vehicle while under the influence of alcohol or other intoxicants.

Violations of state law may subject the individual to fines, participation in a substance abuse program, imprisonment, community service hours, and/or out of pocket expenses related to required substance abuse screenings (California Health and Safety Code Section 11350-11356.5 and California Business and Professions Code Section 25658, 25662 and California Vehicle Code 23152). The State of California laws can be found at <https://leginfo.ca.gov/faces/codes.xhtml>.

LOCAL

Los Angeles County, the City of Torrance, the City of Hawthorne (Business Training Center), and the City of Inglewood (Fire Academy) have established ordinances/municipal codes which include but are not limited to: consumption of alcohol in public places, possession and use of alcohol by minors, and all substance abuse laws. Sanctions for the violation of these ordinances can range from fines, to probation, rehabilitation, and/or imprisonment.

The full version of the ordinances/municipal codes can be viewed at:

- **Los Angeles County:** https://library.municode.com/ca/los_angeles_county/codes/code_of_ordinances,
- **City of Torrance:** www.torranceca.gov/government/torrance-municipal-code,
- **City of Hawthorne (Business Training Center):** <https://ecode360.com/HA4935>
- **City of Inglewood (Fire Academy):** <https://ecode360.com/IN4942>

DISCIPLINARY SANCTIONS

STUDENTS

In accordance with Administrative Procedure 5520 (Student Discipline Procedures), possible disciplinary sanctions for violation of drug-and alcohol-abuse policies include:

- 1. Written or Verbal Reprimand** - An admonition to the student to cease and desist from conduct determined to violate the Standards of Student Conduct.
- 2. Educational Sanctions** - An educational sanction may include additional work assignments, essays, community service, behavioral contract, administrative referral, or other related educational assignment.
- 3. Probation** - A reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be in violation of any Standards of Student Code during the probationary period. It may include restriction from contact with specified individuals, college activities, services, offices, or designated areas.
- 4. Restitution** - A payment to compensate an injured party for financial harm in cases involving misconduct including, but not limited to, theft, destruction of property, or deception.
- 5. Removal from Class/Facility/College District Entity** - Any instructor or division administrator or designee may remove a student from the class, activity, office, department, or other educational forum for the day of the incident or the day the infraction was discovered, whichever is later, and one additional instructional day.
- 6. Withdrawal of Consent to Remain On-Campus** - The District's Campus Police Department may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus, that consent to remain on-campus has been withdrawn. If the person is on-campus at the time, they must promptly leave or be escorted off-campus. If consent is withdrawn, a written report must be promptly made to the Superintendent/President or designee.
 - a.** The person from whom consent has been withdrawn may submit a written request for a hearing on the withdrawal within the period of the withdrawal. The request shall be granted not later than ten (10) business days from the date of the receipt of the request. The hearing will be conducted in accordance with the provisions of this administrative procedure relating to interim suspensions.
 - b.** Any person as to whom consent to remain on-campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest. (Penal Code Section 626.4)
- 7. No Contact Order** - An issuance that there should be no personal or interpersonal contact or communication between involved parties. This includes verbal and non-verbal communication.
- 8. Short-Term Suspension** - Exclusion of the student by the director of student development or designee for good cause from one or more classes and/or from all activities of the District for a period of up to 10 consecutive days of instruction.
- 9. Long-Term Suspension** - Exclusion of the student by the director of student development or designee for good cause from one or more classes for the remainder of the school term and/or from all classes and activities of the District for the remainder of the current term with a maximum of two academic years. Students who receive long-term suspensions are permitted on campus to conduct student

business, but must receive permission from the director of student development or designee prior to coming to campus and must check in with the Campus Police Department to arrange a police escort with the District's Campus Police Department while on campus.

- 10. Immediate Interim Suspension** (Education Code Section 66017)
 - The director of student development or designee may order immediate interim suspension of a student if they conclude the actions are necessary because of any of the following:
 - a.** That the student poses a threat to the safety and/or well-being of members of the District community or preservation of District property;
 - b.** That the student poses a threat to the student's own physical or emotional safety and well-being.
 - c.** That the student poses an immediate threat, disruption of, or interference with the normal operations of the District.
 - d.** That the student has been accused of a severe violation, including academic dishonesty, and cannot be located and/or does not participate in the conduct process.
- 11. Expulsion** - The permanent separation of a student from El Camino College by action of the Board of Trustees for good cause when other means of correction fail to bring about appropriate conduct, or when the presence of the student causes a continuing danger to the safety of others. The student is prohibited from District property, functions, events, and activities.

EMPLOYEES

Possible disciplinary sanctions for violation of drug-and alcohol-abuse policies would be administrated consistent with applicable Collective Bargaining Agreements, Administrative Procedure 7800 (Discipline and Dismissal - Non Represented Classified Supervisors, Managers, and Directors) or Board Policy 7365 (Discipline and Dismissals Non-Represented Classified Employees) which include:

- 1. Formal reprimand** - A written letter of reprimand to be placed in the employee's personnel file noting the reason(s) for reprimand and providing suggestions for improvement;
- 2. Disciplinary probation** - A form of discipline that is short-term and not permanent. Upon completion of the disciplinary probation period, the individual resumes their regular position, job duties, work schedule, and compensation;
- 3. Demotion** - Removal of an employee from the employee's present classification and reclassification to a lower pay range;
- 4. Involuntary transfer/reassignment** - Transfer of an employee to another classification in the same pay range; transfer to another division, department or work station; or assignment to a different supervisor where such action is taken for disciplinary causes;
- 5. Suspension with or without pay** - Temporary removal of an employee from the employee's position or the employee's removal preliminary to investigation of charges pending dismissal and hearing; and
- 6. Dismissal** - Separation, discharge and permanent removal as a District employee.

In addition to campus disciplinary sanctions, students and employees are subject to legal sanctions under state, federal and local laws, and violators will be subject to arrest by the Campus Police Department and subsequent referral for prosecution.



El Camino College

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The El Camino Community College District is committed to providing an educational and employment environment in which no person is subjected to discrimination on the basis of actual or perceived race, color, ancestry, national origin, religion, creed, age (over 40), disability (mental or physical), sex, gender (including pregnancy and childbirth), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or retaliation; or on any other basis as required by state and federal law.