



Drug and Alcohol Procedures and Policy for Students and Staff

Revised Fall 2023

TAYLOR BUSINESS INSTITUTE’S DRUG AND ALCOHOL PROCEDURES AND POLICY FOR STAFF AND STUDENTS

Taylor Business Institute has reviewed its Drug Prevention Program and has determined that it will continue with its twice a year drug and alcohol abuse seminars for staff and students. The institute has further decided to update handouts providing staff and students with a piece of literature that is more comprehensive and easier to read. It will further continue its annual presentation and distribution of alcohol policy. The Student Activities Coordinator will be responsible for setting up the Drug Abuse and Alcohol Safety and Security Seminars.

As of this Report, TBI feels its current policy is effective and working as there has been no incidents of alcohol abuse reported at the institute.

DRUG AND ALCOHOL ABUSE PREVENTION POLICY

The Drug Free Schools and Communities Act amendments of 1989 require Taylor Business Institute to certify that it has adopted and implemented a drug and alcohol abuse program as a condition of receiving federal funds and financial assistance. As a private career school dedicated to skill development through education and improving the career opportunities and well-being of all persons. Taylor Business Institute has a long-standing policy of promoting a campus environment free from drug and alcohol abuse. In accordance with the Drug Free Schools and Communities Act Amendments of 1989 and the institute’s mission, this policy restates TBI’s commitment to maintaining an environment which is free of impairment and conducive to the physical, emotional, psychological and skill development of all persons.

SCOPE

This policy applies to all staff and students enrolled at Taylor Business Institute.

DEFINITIONS

For purposes of this policy, the following definitions will be applied:

The term “illicit drugs” includes any controlled substance listed in Schedule 1-V of Section 202 of the Federal Controlled Substance Act and those listed under Illinois or other applicable laws.

The term “institute” refers to Taylor Business Institute, located at 29 E. Madison Street, Lower Level, Chicago, IL 60602 and includes all facilities, property in the possession of, leased, used, or controlled by Taylor Business Institute.

The term “institute’s activities” includes academic programs affiliated with Taylor Business Institute or in which students have matriculated for academic credit at Taylor Business Institute,

any on-campus or off-campus event or function conducted, approved, sponsored or funded, in whole or in part, by the institute or any officially recognized student organization.

Finally, in accordance with the policy, the institute sponsors programs and seminars and has developed guidelines which will help individual members understand the advantages of a healthy lifestyle, the consequences of use and abuse of alcohol, the implication of alcohol use, and the importance of personal and community responsibility.

DRUG AND ALOCOHOL GUIDELINES

1. No drugs or alcohol is permitted on the premises of Taylor Business Institute. Drugs and Alcohol may not be purchased, in one's possession, or consumed at the institute while on the institute's property or premise.
2. No drugs or alcohol beverages or marijuana laced recreational foods including but not limited to candy, chocolate, and snacks with marijuana as an agreement may be sold or furnished to persons under the legal drinking age.
3. Drugs or Alcoholic beverages may not be consumed in public places, including hallway, lounges or other parts of the building in which Taylor Business Institute is leasing space.
4. Institute funds may not be used to pay for any portion of an activity at which alcohol is to be served to or consumed by minors.

TAYLOR BUSINESS INSTITUTE SANCTIONS

Students and staff who violate the institute's standard of conduct pertaining to alcohol and drug policies and guidelines will be subject to the maximum sanction of disciplinary probation. Violations may constitute sufficient grounds for dismissal from the institute.

Anyone found in violation of the institute's standards of conduct pertaining to illicit drugs will be subject to the maximum sanction of dismissal.

Appropriate disciplinary action for violations of the institute's standard regarding drugs and conduct and/or alcohol policy and guidelines may include counseling and satisfactory completion of a rehabilitation program. The institute may, in its discretion, refer cases to the proper law enforcement authorities for arrest and prosecution.

HEALTH RISKS

There are numerous, serious health risks associated with the use of illicit drugs and alcohol. Substance abuse, when left untreated, may lead to damaged vital organs such as the liver, brain and kidneys. Other problems normally associated with substance abuse include nausea, vomiting, loss of memory, slurred speech, blurred vision, and violent acts of aggression. These effects, more often than not, lead to poor academic performance, loss of jobs, arrests, arguments with family and friends, and serious accidents.

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 spousal and child abuse. Moderate to high doses of alcohol cause marked impairments in higher manual 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 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 the children of alcohol parents are at greater risk of becoming alcoholics than other children.

LEGAL SANCTIONS

Because of the harmful effects of alcohol and drug abuse, local, state, and federal governments have enacted laws making it a criminal offense to unlawfully possess, use or distribute illicit drugs and alcohol. These laws cover the "one time", "social" or "recreational" users, as well as the alcohol and drug addict.

In order to assist you in understanding the potential legal implications of such conduct, a summary of the criminal sanctions which may be imposed under local, state and federal laws is provided below.

ILLICIT DRUGS

Illinois Law

Conviction for possession of illicit drugs result in 4 to 50 years imprisonment and a fine of up to \$250,000, unless the offense involves smaller amounts (200 grams or less) of certain drugs, which elicits 4 to 15 years in prison and a fine of up to \$200,000.

Federal Law

Conviction for possession of illicit drugs results in 1 to 3 years imprisonment and a minimum fine of \$1,000, unless the offense involves cocaine base (crack) which may carry mandatory imprisonment for 5 to 20 years. The range of penalties for conviction of unlawful distribution of illicit drugs under state and federal law is summarized in the accompanying chart. The severity

of sanctions imposed for both possession and distribution offenses depend on the quantity of drugs, prior convictions, and whether death or serious injury resulted. Sanctions may be increased for offenses which involve distribution to minors or occur on or near the institute's premises. In addition, other federal laws require or permit forfeiture of personal or real property used to illegally possess, facilitate possession, transport or conceal a controlled substance. A person's right to purchase or receive a firearm or federal benefits, such as student loans, grants, contracts, or professional or commercial licenses, may also be revoked or denied as a result of a drug conviction.

ALCOHOL

Illinois Law

The purchase and/or possession of alcohol beverages by persons less than 21 years of age are punishable by up to a year in jail. The same penalties apply to persons knowingly furnishing alcohol to minors.

STANDARD OF CONDUCT

Taylor Business Institute prohibits the unlawful manufacture, distribution, sale, possession, or use of illicit drugs or alcohol on its premises or as part of any institute's activities. Conduct involving prescription drugs which have not been prescribed by a physician will be treated as a violation. This policy supplements and does not limit rules of conduct pertaining to alcohol or drugs which are published in other official institute publications.

COUNSELING AND ASSISTANCE

Taylor Business Institute offers confidential counseling and referrals for students needing assistance for problems relating to alcohol and drug abuse. Students may obtain information and assistance by contacting the following counseling service on campus.

Taylor Business Institute 29 East Madison Street, Lower Level, Chicago, IL 60602
(312) 658-5100, Florence Davis, Safety and Security Coordinator

For assistance off-campus, the following organizations provide local referrals and information on alcohol or drug abuse through nationwide and/or local hot-line services:

AA World Service, INC
475 Riverside Drive, 11th Floor
New York, NY 10115
(212) 870-3400

Al-Anon Family Group Headquarters, Inc.
1600 Corporate Landing Parkway
Virginia Beach, VA 23454-5617
(757) 563-1600

Alcohol Anonymous
180 N Wabash Ave., #305
Chicago, IL 60601
(312) 356-1475
www.chicagoaa.org

Cocaine Anonymous (IL)
P.O. Box 14518
Chicago, IL 60614
(773) 202-8898
www.illinoisca.org

Nar-Anon Family Groups
22527 Crenshaw Blvd, #200B
Torrance, CA 90505
(310) 534-8188 or (800) 477-6291

Narcotics Anonymous
P.O. Box 9999
Van Nuys, CA 91409
(818) 773-9999
www.NA.org