

Drug and Alcohol Prevention Policy

The Long Island Business Institute's Drug and Alcohol Prevention Policy, as with other standards of conduct applicable to the LIBI community, is intended to further the educational mission of the college. The Long Island Business Institute is committed to a drug-free environment and fully complies with the U.S. Department of Education's regulations implementing the provisions of the Drug-Free Schools and Communities Act Amendments of 1989. LIBI supports all public laws and regulations regarding drugs and alcohol and will cooperate with government authorities in their enforcement. The Drug and Alcohol Prevention Policy is intended to supplement and not limit the provisions of LIBI's Drug-Free Workplace Policy.

The regulations of the Drug-Free Schools and Communities Act Amendments of 1989 require the college to distribute annually, to its students and employees, policies concerning the possession, use or distribution of alcohol and illicit drugs on the premises owned or operated by LIBI. New employees receive these policies during their Employee Orientation; thereafter, current employees can expect to receive the annual notification via a community e-mail from the office of the Dean of Administration.

LIBI demands full compliance from its students and employees with the standards of conduct regarding the use and abuse of alcohol and other drugs on the college's premises. LIBI also expects students and employees to comply fully with all applicable local, state, and federal laws on or off college premises. Students, staff and faculty may be subject to additional requirements and procedures based on their respective departments.* Any behavior by the students contrary to this policy will result in disciplinary actions as published in LIBI's College Catalog. Employees who violate the college's Drug and Alcohol Prevention Policy will be subject to disciplinary actions including termination of employment.

As a career college, LIBI trains students to enter into a wide range of fields. The various academic departments align their standards of behavior with the particular industry LIBI is training the students to enter. The Court Reporting and Homeland Security graduates may be subject to additional background scrutiny if they wish to enter certain sectors of their field.

It is the responsibility of each employee to read carefully, understand, and comply with all of the college's policies, including the Drug and Alcohol Prevention Policy. Employees, who have questions or would like further clarification of this, or other policies governing LIBI, are strongly encouraged to speak with the Dean of Administration to ensure future compliance.

Each year prior to the release of the community notification, LIBI reviews its Drug and Alcohol Prevention Policy for effectiveness and consistency of application and, makes appropriate changes, as necessary. Employees are asked to speak to the Dean of Administration if they wish to propose a change to be considered for the next annual notice.

One of the goals of supporting and implementing this policy is to provide information and skills to help members of the LIBI community make healthy decisions regarding alcohol and other drug use. LIBI's policies on substance and alcohol abuse, along with related information on sanctions for violation of these policies, are outlined in greater detail in the college's Campus Safety and Security Report, which can be downloaded directly from LIBI's main website. Employees can also request a copy of the Campus Safety and Security Report from the President's Executive Assistant or the Librarians. The report outlines criminal sanctions for the illegal possession or distribution of drugs and alcohol, provides information on how to obtain guidance regarding possible health risks associated with the use of illicit drugs and alcohol, and lists places where individuals with substance abuse problems can seek help. Please read the material contained in the Campus Safety and Security Report carefully.

Faculty and staff at the Flushing campus who have concerns about a student who appears to have a problem with substance abuse are encouraged to speak confidentially to the Dean of Administration. At the Commack campus, the faculty and staff should speak with the Assistant Campus Director regarding their observations or concerns.

Students who have concerns about the Drug and Alcohol Prevention Policy or its enforcement should write to the President of the College:

Office of the President
136-18 39th Avenue
Flushing, NY 11354
Tel: 718.939.5100

Substance Abuse Assistance

LIBI strongly encourages the students, faculty, and members of the staff who may be struggling with drug or alcohol dependence to seek help before the problem escalates or begins to jeopardize the individual's academic or work performance.

For a detailed list of potential health problems caused by prolonged use of illicit drugs or dependence on alcohol, please carefully review LIBI's Campus Safety and Security Report. This policy contains a short listing of the types of help that is available through various organizations (largely free of charge). For a more comprehensive listing of associations and organizations,

please see the Campus Safety and Security Report available on LIBI's website at <http://www.libi.edu/html/CampusS.html>.

For information about local self-help meetings you may contact:

Alcoholic Anonymous

<http://www.aa.org>

New York

New York Intergroup

Main: 212.647.1680

TDD: 212.647.1649, FAX: 212.647.1648

Site: www.nyintergroup.org

New York

Oficina Central Hispana De A.A.

Main: 212.348.2644

Fax: 212.348.2689

Adult Children of Alcoholics

<http://www.adultchildren.org/>

Adult Children of Alcoholics is an anonymous Twelve Step program of women and men who grew up in an alcoholic or otherwise dysfunctional home.

AI-Anon Family Intergroup of Greater New York

<http://www.nycalanon.org/>

The AI-Anon organization helps families and friends of alcoholics.

Telephone: 212.941.0094

Fax: 212.941.6119

New York Nar-Anon

The Nar-Anon organization helps families and friends of drug addicted persons.

Telephone: 1.800.984.0066

Suicide Prevention

<http://www.suicidepreventionlifeline.org/>

Telephone: 1.800.273.TALK

Information for Veterans

- **Benefits:** 1-800-827-1000
- **Call Center for Homeless Vets:** 1-877-424-3838
- **Medical Centers:** 1-800-827-1000
- **Persian Gulf War Helpline:** 1-800-749-8387
- Locate the closest **VAMC** or **VA Regional Office:** 1-877-222-8387

National Coalition for Homeless Veterans

1-800-838-4357 (1-800-VET-HELP)

Focus on Recovery Helpline (alcohol/drugs)

1-800-374-2800 or 1-800-234-1253

National AIDS Hotline

1-800-CDC-INFO (232-4636)

National Suicide Prevention Lifeline

1-800-SUICIDE (784-2433)

Traveler's Aid International

1-202-546-1127

Department of Health and Human Services Drug and Alcohol Treatment Referral Routing Service

1-800-662-4357

National Alliance for the Mentally Ill

1-800-950-6264

Mental Health America

1-800-969-NMHA

Any member of the LIBI community who wishes to discuss this policy or to seek further clarification, should contact the office of the Dean of Administration to schedule a meeting. The Dean can be contacted by calling 718.939.5100 or by emailing echeung@libi.edu.