Policy 1126 – Drug Free Environment

- The College is committed to protecting the safety, health and wellbeing of all employees, students and visitors in the educational and work environment. We recognize that alcohol abuse and drug use pose a significant threat to our goals. Therefore, we have established a drug-free program that balances our respect for individuals with the need to maintain an alcohol and drug-free environment.

Prohibited Behavior

In compliance with the Federal Drug Free Workplace Act of 1988 (Public Law 100-690) and the Drug Free Schools and Communities Act of 1989 (Public Law 101-226), the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or abuse of alcohol (as defined in these Acts) by a student, employee or visitor on college property and/or at a college event or activity is prohibited unless its use is in accordance with Policy 1220-Service of Alcoholic Beverages for Special Events.

Health Risks

The consumption of alcohol and drugs of any level may have serious risks, such as altered mood (anxiety, apathy, paranoia, psychosis); altered behavior (impaired coordination); sleep disorders, addiction, altered breathing and heart rate; communication of infectious disease; distorted senses; unconsciousness leading to coma; and permanent damage to the liver, heart and central nervous system leading to death. For more information, consult your physician, or your local or College library.

Assistance

The College recognizes that alcohol and drug abuse and addiction are treatable illnesses. We also realize that early intervention and support improve the success of rehabilitation. To support our employees and students, our drug-free policy:

• Encourages employees and students to utilize the services of qualified professionals in the community to assess the seriousness of suspected drug or alcohol problems and identify appropriate sources of help.

• Allows employees the use of eligible accrued leave while seeking treatment for alcohol and other drug problems.

Treatment for alcoholism and/or other drug use disorders may be covered under employee and student health plans. However, the ultimate financial responsibility for recommended treatment belongs to the employee or student.

Confidentiality

All information received by the College through the drug-free program is confidential communication. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and College policies.

Attendance/Employment Conditions/Legal Sanctions

Students, employees, and visitors must abide by the terms of this policy or be subject to disciplinary action up to and including expulsion, termination of employment or other legal sanctions as may be provided in the Student Code of Conduct Procedure, the Employee Conduct and Discipline procedure, and/or through criminal prosecution.

• Students receiving performance awards or athletic scholarships shall be subject to random drug testing in order to assure compliance with these Acts and College policy.

• The College reserves the right to test employees for a controlled substance or abuse of alcohol with reasonable suspicion of cause to assure compliance with these Acts and College policy.

• Employees must notify the College of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

Such notice shall be provided in writing by the employee to the Director of Human Resources.

College Requirements

1. When appropriate, notify any granting agency within ten (10) days of receiving notice of any employee criminal drug statute conviction.

2. Take appropriate personnel action within 30 days of receiving notice of a violation of College policy or criminal drug statute conviction, including but not limited to;

- Referral for prosecution and employment termination.
- Referral of employee to a Counseling/Rehabilitation Program;
- Require convicted employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

3. Make a good faith effort to continue to maintain a drug-free environment, including policy statement distribution and education.

4. Maintain a procedure to annually distribute a statement of compliance to all students and employees and conduct a biennial review of this procedure.

(Revised and approved by President on 5/7/07)

Minor revision 10/24/13