

DRUG AND ALCOHOL POLICY

The college's Drug and Alcohol Policy is required by the Drug-Free Workplace Act. This act requires that agencies receiving federal grants certify that they are providing a drug-free workplace. The users of drugs or alcohol may impair the well being of all employees, students, and the public at large; drug and alcohol use may also result in damage to college property. Therefore, the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited while in the workplace, on college premises, or as part of any college-sponsored activities. Employees or students violating this policy are subject to disciplinary action up to and including referral for prosecution, expulsion, or termination. This policy applies to both students and college employees. The specifics of this policy are as follows:

1. The college does not differentiate between drug users and drug distributors. Employees or students who possess, use, sell, give, or in any way transfer a controlled substance to other persons or manufacture a controlled substance while in the workplace, on college premises, or as part of any college-sponsored activity are subject to disciplinary action up to and including referral for prosecution, expulsion, or termination.
2. The term "controlled substance" means any drug listed in 21 CFR Part 1308 and other federal regulations, as well as those listed in Article V, Chapter 90 of the *General Statutes*. Generally, these are drugs that have a high potential for abuse. Such drugs include, but are not limited to, "crack," PCP, cocaine, marijuana, and heroin. They also include legal drugs that are not prescribed for individuals by licensed physicians.
3. If employees or students are convicted of violating a criminal drug statute while in the workplace, on college premises, or as part of a college-sponsored activity, they are subject to disciplinary action up to and including termination or expulsion. Alternatively, the college may require employees or students to successfully finish a drug abuse program sponsored by an approved private or governmental institution as a precondition for continued employment or enrollment at the college.
4. Employees or students are required to inform the college in writing within five days after they are convicted for violation of any federal, state, or local criminal drug statute when such violation occurred while in the workplace, on college premises, or as part of any college-sponsored activity. A conviction means a finding of guilt (including a plea of *nolo contendere*) or the

imposition of a sentence by a judge or jury in a federal or state court.

5. Convictions of employees (including student employees as defined below) for violating drug laws in the workplace, on college premises, or as part of a college-sponsored activity are reported to the appropriate federal agency. Students employed under the college work-study program are considered to be employees of the college if the work is performed for the college. For work performed for a federal, state, or local public agency or for a private nonprofit or a private profit agency, students are considered to be employees of the college unless the agreement between the college and the organization specifies that the organization is considered to be the employer. The vice president of operations and finance must notify the U.S. government agency with which the grant was made within ten days after receiving notice from employees or otherwise receiving actual notice of violations of a criminal drug statute occurring in the workplace. The college takes appropriate disciplinary action within 30 calendar days from receipt of notice. As a condition of further employment on any federal government grant, the law requires all employees to abide by this policy.
6. Employees or students who unlawfully possess, use, sell, or transfer alcoholic beverages to any person while in the workplace, on college premises, or as part of any college sponsored activity are subject to disciplinary action up to and including termination or expulsion and referral for prosecution.
7. If employees or students are convicted of violating any alcoholic beverage control statute while in the workplace, on college premises, or as part of any college-sponsored activity, they are subject to disciplinary action up to and including termination or expulsion. Alternatively, the college may require employees or students to successfully finish an alcoholic rehabilitation program sponsored by an approved private or governmental institution as a precondition for continued employment or enrollment at the college.
8. The term alcoholic beverage includes beer, wine, whiskey, and any other beverage listed in Chapter 18B of the *General Statutes*.
9. Employees or students are required to inform the college in writing within five days after they are convicted of violating any alcoholic beverage control statute when such violations occurred while in the workplace, on college premises, or as part of any college-sponsored activity.
10. Visits to the campus by the Columbus County Canine Unit may occur on a random, unannounced basis. Persons found possessing

illegal drugs or alcohol may be arrested by local authorities. The Columbus County Sheriff's Department is called immediately, and violators are removed from the campus.