

TECHNICAL COLLEGE OF THE LOWCOUNTRY

STATEMENT OF POLICY

POLICY NUMBER: 2-1-229 REF. STATE BOARD POLICY: 8-7-105

PAGE: 1 OF 2


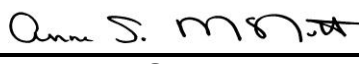
POLICY TITLE: ALCOHOL/DRUG USE

LEGAL AUTHORITY: Section 59-53-20 of the 1976 Code of Laws of South Carolina, As Amended

DIVISION OF RESPONSIBILITY: GENERAL ADMINISTRATION

March 11, 2003
DATE APPROVED BY COMMISSION

January 10, 1994
DATE OF LAST REVISION

	<u>3/11/2003</u>		<u>3/11/2003</u>
CHAIRMAN	DATE	PRESIDENT	DATE

It is the policy of the Technical College of the Lowcountry to provide a drug free, healthful, safe and secure work and educational environment. Employees and students are required and expected to report to their work, class, or student activities in appropriate mental and physical condition to meet the requirements and expectations of their respective roles.

The Technical College of the Lowcountry prohibits the unlawful manufacture, distribution, dispensation, possession or use of narcotics, drugs, other controlled substances or alcohol at the workplace and in the educational setting. Unlawful for these purposes means in violation of federal/state/local regulations, policy, procedures, rules, as well as legal statutes. Workplace means either on the College premises or while conducting College business away from the College premises. Educational setting includes both institutional premises or in approved educational sites off campus.

In order to prevent the consequences of alcohol and other drug abuse at the workplace and in the educational setting, the Technical College of the Lowcountry has implemented this policy to ensure a drug-free work and educational environment.

TECHNICAL COLLEGE OF THE LOWCOUNTRY

STATEMENT OF POLICY

POLICY NUMBER: 2-1-229 **REF. STATE BOARD POLICY:** 8-7-105

PAGE: 2 OF 2

POLICY TITLE: ALCOHOL/DRUG USE

The Technical College of the Lowcountry recognizes that chemical dependency through use of controlled or uncontrolled substances, including alcohol, is a treatable illness. The College supports and recommends employee and student rehabilitation and assistance programs and encourages employees and students to use such programs.

All locations will also implement drug-free awareness programs for employees and students. Such programs will annually ensure that employees and students are aware that:

1. Alcohol and other drug abuse at the workplace and in the educational setting is dangerous because it leads to physical impairment, loss of judgment, safety violations and the risk of injury, poor health, or even death. Health risks and effects of controlled substances and alcohol will be provided to students and employees.
2. Alcohol and other drug abuse can also significantly lower performance on the job and in the classroom, thus impacting on the agency and the College mission as well as seriously affect the student's educational and career goals.
3. Employees must report any personal conviction under a criminal drug statute, for conduct at the workplace, to their personnel officer within five days.
4. It is a condition of employment and admission that all employees and students must abide by the policy on alcohol and other drug use as well as related procedures/statements/laws/guidelines. Violation of any provisions may result in disciplinary action up to and including termination or expulsion respectively, and may have further legal consequences consistent with federal and state laws and regulations. Additionally, management may require an employee or student to enter an employee/student assistance or drug rehabilitation program as a condition of employment or enrollment.
5. Use of employee assistance programs (EAP), student assistance programs (SAP), or drug/alcohol rehabilitation services is encouraged.