

BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS

SERIES: 1 | **General**

RULE: 14.2 | **Drug-Free Workplace & Drugs and Alcohol On Campus**

Scope: The purpose of this policy is to assure compliance with the Drug-Free Schools and Communities Act of 1989 and the Drug- Free Work Place Act of 1988. This policy applies to the entire college community, including students, faculty, staff and visitors to any of the campuses or classroom buildings

Authority: Drug-Free Schools and Communities Act of 1989 and the Drug- Free Work Place Act of 1988

Approval Date: April 2, 2014

Effective Date: April 2, 2014

SECTION 1. General

- 1.1 Blue Ridge Community and Technical College believes that the illegal use of drugs and alcohol presents a serious health and safety hazard to the college community and interferes with educational and occupational success. The college fully complies with the Drug Free School and Communities Act of 1989 to prohibit the illegal possession, consumption and distribution of drugs and alcohol on college property, during classes and at activities officially sponsored by the college. Students, faculty and staff may not consume alcoholic beverages on college property, during classes, or in connection with activities officially sponsored by the college except by permission of the college President.
- 1.2 Blue Ridge Community and Technical College recognizes its employees and students as being adults and expects them to obey the law and to take personal responsibility for their conduct. This policy applies to the college community as a whole which includes faculty, staff, students, and visitors.

SECTION 2. Standard of Conduct.

- 2.1. The unlawful manufacture, distribution, dispensing, possession or use of illicit drugs and unauthorized use of alcohol on Blue Ridge Community and Technical College property or as a part of any college activity are prohibited. It is prohibited to come to work, class or any college-sponsored function under the influence of alcohol or illicit drugs.
- 2.2. Legally prescribed medications taken properly are excluded from prohibition and permitted only to the extent that such medications do not adversely affect a person's work ability, job performance, or the safety of others.
- 2.3. Disciplinary Sanctions
 - 2.3.1 Any person who violates this policy shall be subject to disciplinary action. The college may impose disciplinary sanctions on students and employees consistent with institutional policies, and local, state, or federal laws for violation of the standards of conduct outlined above and prohibited in the Drug-Free Schools and Communities laws. All persons should be aware that

violations may result in expulsion from school, termination of employment, or referral for prosecution. Students who violate this policy are subject to a judicial hearing and possible referral to law enforcement agencies. Visitors who violate this policy may be referred to law enforcement agencies and will immediately be escorted off college campus. The Head of Human Resources will impose appropriate sanctions for employees who violate this policy to include referral to treatment or appropriate disciplinary action including termination based on a number of factors to include the nature, severity and history of offense(s). College sanctions will be imposed consistent with procedures used in disciplinary actions listed in the Student Handbook and/or Faculty and Staff Handbooks.

2.3.2 All students who violate this policy are required to attend five (5) hours of drug and alcohol counseling before being able to participate in the classroom again.

2.3.3 All employees must report criminal drug statute convictions occurring in the workplace to his/her supervisor and the Head of Human Resources no later than five (5) days after such conviction.

Help and referral are available to students and employees. Services are confidential. A listing of some available community resources can be found in the enrollment management and Human Resource offices. There are many resources to help you or anyone you care about find treatment.

ATTACHMENTS:

A: Employee Acknowledgment of Receipt & Agreement to Terms/Conditions Form

DISTRIBUTION LIST:

- President
- Executive Assistant to the President
- Vice President of Workforce & Engineering Technologies
- Vice President of Instruction
- Vice President of Business and Technology
- Vice President of Enrollment Management
- VP of Human Resources
- Chief Financial Officer
- VP of IT
- Faculty Council Chair
- Classified Staff Council Chair
- Student Board Representative
- WVCTCS Chancellor

Board of Governors Chair

Date

President

Date