

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan 48152-2696

DRUG-FREE WORKPLACE

In accordance with the Federal Drug-Free Schools and Communities Act Amendments of 1989, the following conduct by any employee while on duty, reporting to duty, on College premises or while participating in any College activity is strictly prohibited:

- The use, possession, or distribution of alcoholic beverages or paraphernalia except as expressly permitted by law and Board Policy 1092 (Alcohol) and related Board Procedures.
- The use, possession, manufacture, distribution, or selling of illegal drugs and other controlled substances or drug paraphernalia except as expressly permitted by federal law.
- The abuse, misuse, selling, or distribution of prescription or over-the-counter medications.
- The use of tobacco products, electronic cigarettes or other inhalation devices in all campus buildings, sidewalks, building entrances, common areas, and college-owned vehicles, with the exception of use in private vehicles per Board Policy 2005.
- The use of medical marijuana in a manner that violates federal law.

The term "controlled substance" refers to drugs and chemical substances such as, but not limited to, marijuana, cocaine, crack cocaine, opiates and narcotics, anabolic steroids, barbiturates, PCP, GHB, ecstasy, etc.

The College adheres to the belief that knowledge is key in avoiding problems with substance abuse and securing resources for those who need help; therefore, information regarding the following is available in Human Resources and on the college website at <http://www.schoolcraft.edu/about-us/consumer-information/college-policies/alcohol-and-other-drug-abuse-prevention-program-and-policy#.WDNU0U0zVaQ>:

- The health risks associated with the use of alcohol, tobacco, and other drugs.
- The penalties for the illegal sale, distribution and possession of drugs.
- Alcohol and drug abuse treatment services and programs.

Referrals to programs and resources may also be obtained through the College's Employee Assistance Program (EAP); information regarding the EAP is available in Human Resources.

Any employee who violates this procedure may be subject to disciplinary action including termination.

Adopted—May 24, 1989
(89-101)
Reviewed—Cabinet
February 18, 2003
February 7, 2017