

In compliance with the Drug-Free Workplace Act and Drug-Free Schools and Communities Act, we acknowledge that a learning and workplace with drugs is dangerous for user and non-user alike. We prohibit the illegal making, selling and use of controlled substances on the premises. Employees must notify the Human Resources office of any drug convictions for a violation in the workplace no later than five days after such conviction. We discipline employee and student offenders and/or offer them assistance.

Drug-Free Workplace Act

Effective in 1989, the Drug-Free Workplace Act requires employers who contract with or receive grants from federal agencies to certify that they will meet certain requirements for providing a “drug-free workplace.” The act becomes applicable when Northeast State receives a federal contract for the procurement of property or services valued at \$25,000 or more, or receives any federal grant. The act imposes no monetary minimum on the grants to which it applies.

Drug-Free Schools and Communities Act

Effective in 1990, the Drug-Free Schools and Communities Act provides that in order to receive federal financial assistance of any kind, an institution of higher education must certify that it has “adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.” Each institution must have a program that at the least provides that all students and employees annually receive a written statement covering (1) standards of conduct concerning drugs and alcohol, (2) legal sanctions, (3) health, (4) available counseling and treatment programs, and (5) disciplinary sanctions that the institution will impose on students and employees.

College Policy

It is the policy of Northeast State that the unlawful manufacture, distribution, possession, use, or abuse of alcohol and/or illicit drugs on the campus, on property owned by the College, or as part of any activity of the College is strictly prohibited. All categories of employees and students are subject to this policy and to applicable federal, state, and local laws related to this matter. Additionally, any violation of this policy will result in disciplinary actions as set forth in the applicable sections of this policy. [NeSCC Policy 05:04:02]

Health Risks Associated With Use of Illicit Drugs and/or Abuse of Alcohol

The purpose of our drug-free policy is to establish guidelines and standards for implementation of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. Every drug, including alcohol, is a potential poison that may cause disability and death if it is taken incorrectly into the body, consumed in wrong amounts or mixed indiscriminately with other drugs. Drugs cause physical and emotional dependence. Drugs and their harmful side effects can remain in the body long after use has stopped. The extent to which a drug is retained in the body depends on the drug’s chemical composition, that is, whether or not it is fat-soluble. Fat-soluble drugs such as marijuana, phencyclidine (PCP) and lysergic acid diethylamide (LSD) seek out and settle in the fatty tissues. As a result, they build up in the fatty parts of the body, such as the brain and reproductive system. Such accumulations of drugs and their slow release over time may cause delayed effects weeks, months, and even years after drug use has stopped. There are many health risks associated with the use of illicit drugs and the abuse

of alcohol, including organ damage; impairment of brain activity, digestion, and circulation; impairment of psychological processes and mental functioning; and physical and psychological dependence. Such use during pregnancy may cause spontaneous abortion, various birth defects or fetal alcohol syndrome. Additionally, the illicit use of drugs increases the risk of contracting hepatitis, AIDS and other infections. If excessive, the use of alcohol or drugs singly or in certain combinations may cause death.

Penalties and Sanctions

Appropriate action will be taken in all cases in which employees or students are determined to be in violation of the Drug-Free Schools and Communities Act Amendments of 1989, as implemented by college policy.

Employees—any alleged violation of the act, as implemented by college policy, by an employee of the College will be reported to the president through appropriate administrative channels. The circumstances surrounding the offense and the facts as determined by appropriate investigation will be fully reviewed prior to a decision on the action to be taken. Penalties and/or sanctions may range from professional counseling to termination for cause, based upon the circumstances and nature of the offense; however, faculty members and staff employees determined to be in violation of the provisions of the policy should not expect continued employment at this institution. Penalties and/or sanctions include any one or a combination of the following:

- Recommendation for professional counseling
- Letter of warning/admonition
- Letter of probation
- Suspension from duty
- Termination for cause
- Other appropriate disciplinary action
- Termination in accordance with terms of employment-at-will contract
- Mandatory participation in and satisfactory completion of a drug/alcohol abuse program or rehabilitation program
- Referral for prosecution

Students—any alleged violation of the acts, as implemented by this policy, by a student of the College will be reported to the vice president of Student Affairs. The circumstances surrounding the offense and the facts as determined by appropriate investigation will be fully reviewed prior to a decision on the action to be taken. Possible disciplinary sanctions for failure to comply with the provisions of this policy may include one or a combination of the following:

- Probation
- Mandatory participation in and satisfactory completion of a drug/alcohol abuse program or rehabilitation program
- Other appropriate disciplinary action
- Referral for prosecution
- Expulsion
- Interim Suspension
- Suspension

Drug and Alcohol Counseling, Treatment, and Rehabilitation Programs

College Programs—Counseling Services provides confidential counseling to students on drug- and alcohol-related problems. This service is furnished at no cost. Contact counseling@NortheastState.edu or 423.323.0211 for appointments. Referral services also are provided for professional counseling and treatment and rehabilitation programs available in the local community. The cost of these professional services is normally the responsibility of the individual concerned or the individual's insurance carrier.

Employee Assistance Program (EAP)—Eligible employees of the College and their dependents may participate in the College's Employee Assistance Program. Professional counseling services for drug- and alcohol-related problems are available. The counseling services are voluntary and strictly confidential. The services are without charge for up to five sessions for eligible employees and their immediate family members. Contact Partners for Health at 1.855.Here4TN (437.3486) or visit www.Here4TN.com. See Human Resources for additional information.