



PERSONNEL

It is the policy of the Southeast Community College (College) to eliminate the influence of drugs, alcohol and other chemicals within the college environment and to educate students against the usage of drugs, alcohol and illegal substances. The College will implement regulations and practices which will ensure compliance with laws relating to drugs and alcohol, including: the Drug-Free Workplace Act and the Omnibus Transportation Employee Testing Act of 1991, and all regulations and rules promulgated pursuant thereto.

The use of alcoholic beverages may be permitted or at College-sanctioned activities in accordance with all College policies and procedures, as well as local, state, and federal laws as follows:

In limited circumstances approved by the president or designee, and/or  
Pursuant to the following: # # # # # # # # # #  
Plains Culinary Institute.

Positions that require a CDL license must adhere to Department of Transportation regulations which includes a drug-test prior to date of hire as well as when a work-related accident occurs.

The drug-free workplace for this purpose includes all College owned or rented grounds, College utilized vehicles, and places in which College activities are held. The College recognizes that the use, possession, or being under the influence of illicit drugs or alcohol constitutes a hazard to the positive development of students and employees and a substantial interference with College purposes.

1. The unlawful manufacture, distribution, disposition, possession, or use of a controlled substance is prohibited in the workplace. Employees are also prohibited from possessing, using or distributing illicit drugs or alcohol, or being under the influence of illicit drugs or alcohol, on any College property or College sponsored event. Any level of impairment from illicit drugs, alcohol, or inhalants, and the presence of any odor of illicit drugs (such as marijuana) or alcohol in the work place or on duty time shall be a violation of the drug-free workplace and may constitute a referral for drug and alcohol testing.
2. The possession or distribution of a look-alike drug or look-alike



## PERSONNEL

---

5. Disciplinary sanctions, up to and including termination of employment and referral for prosecution, will be imposed upon employees who violate the aforementioned standards of conduct and/or who are found to be under the influence of any illicit drug(s) or alcohol in a work-related accident or injury. Sanctions for violation thereof may include the requirement that the employee complete an appropriate rehabilitation program, reprimands, and non-renewal, cancellation, or termination of contract of employment.
6. Employees shall be advised through employee publications about drug and alcohol counseling and rehabilitation and reentry programs that are available.
7. Employees shall be furnished with a paper or digital copy of this policy. This policy supplements and is in addition to all other policies, regulations, practices, procedures and contractual provisions regarding or related to the improper or unlawful possession, use, or distribution of illicit drugs and alcohol.

12/12/23

12/10/21, 10/21/22, 11/08/22

TBD

drug, substance abuse

### [Table of Contents](#)

Section E approved by Board of Governors 12.13.2022  
Effective 1.13.2023