

## **Drug & Alcohol Resource Guidelines**

### **Monroe County Community College Drug & Alcohol Policy**

Monroe County Community College (MCCC) is concerned about the health and welfare of its employees and students. In compliance with the federal Drug-Free Schools and Campuses Regulations, MCCC has adopted a policy that requires employees and staff to assist in maintaining a campus environment free from the effects of drugs, alcohol, or other intoxicating substances. (See MCCC Policies & Procedures 6.21.)

#### **Drugs and Alcoholic Beverages**

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Employees are prohibited from the following when reporting for work, while on the job, on campus, or in any vehicle used for College business; students are prohibited from the following when attending classes, on campus, or in any vehicle used for College business:

- the unlawful use, possession, transportation, manufacture, sale or other distribution of an illegal or controlled substance or drug paraphernalia;
- the unauthorized use, possession, transportation, manufacture, sale or other distribution of alcohol; or
- being under the influence of alcohol or having a detectable amount of an illegal or controlled substance in the blood or urine (“controlled substance” means a drug or other substance as defined in applicable federal laws on drug abuse prevention).

In addition, no alcoholic beverages will be permitted on campus or sold or provided by the District at any college-sponsored event off campus unless approved by the Board of Trustees.

#### **Violations**

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The College will impose disciplinary action up to and including termination of employment for violation of the drug and alcohol policy. Conditions of continued employment may include the completion of an appropriate rehabilitation program. Violations by employees are to be reported to the Office of Human Resources as soon as possible.

Students will be imposed disciplinary status up to and including dismissal or suspension from the College for violation of the drug and alcohol policy and may be subject to losing all financial aid. Violations by students are to be reported to the Office of the Vice President of Student and Information Services as soon as possible.

Any employee, student or student assistant convicted under any criminal drug statute for a violation occurring while on the job, on campus, or in any vehicle used for College business must notify the College no later than five days after such a conviction. A conviction includes any finding of guilt or plea of no contest and/or imposition of a fine, jail sentence or other penalty. The College will determine if College policies have been violated and what, if any, disciplinary action will be administered.

#### **Reports of Violations**

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Reporting of violations shall be within the province of all people at MCCC because each person has a common responsibility in maintaining an orderly and efficient community for everyone’s mutual benefit.

#### **Federal and State Law**

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Under federal law it is unlawful to manufacture, distribute, dispense, deliver, sell or possess with intent to manufacture, distribute, dispense, deliver or sell controlled substances. Under federal law, a civil penalty of up to \$100,000 and imprisonment of up to one year may be imposed for a first offense simple possession of certain specified controlled substances; a second offense has penalties of up to \$250,000 and up to two years in prison. The penalty imposed depends upon many factors that include the type and amount of controlled substances involved: the number or prior offenses: whether death or serious bodily harm resulted from the use of such substances: and whether any other crimes were committed in connection with the use of the controlled substance.

Under Michigan law it is unlawful for any person under the age of 21 to buy, possess, transport (unless in the course of their employment) or consume alcoholic beverages. It is unlawful for any adult to buy alcoholic beverages for or furnish them for any purpose to anyone less than 21 years of age. If convicted of drunk or impaired driving, the court may order imprisonment, fines and costs, community service, alcohol treatment or education, or a combination of these penalties. For a first offense, penalties may include \$100 to \$500 fine and/or up to 90 days in jail. Under Michigan law, the offense of possession or casual exchange of a controlled substance (such as marijuana) is punishable up to 1 year and/or \$1,000. The penalties are more severe depending on the number of subsequent offenses and the type and weight of the controlled substance.

## Health Risks

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### Abusing drugs/or alcohol can:

- make you sick
- lower your job performance
- put you in prison
- cause dependency
- be expensive
- kill you!

### Alcohol abuse will:

- dull your sense
- impair coordination
- slur your speech
- cause mood changes
- depress brain functions
- damage liver, heart, and pancreas
- irritate your stomach
- cause physical damage to an unborn baby
- lead to irreversible brain damage

### Illicit drug use will:

- increases your heart rate and blood pressure
- cause tremors and convulsions
- produce heart, liver, and kidney damage
- injure an unborn baby
- lower your resistance to disease
- HIV infection
- cause personality changes, confusion, depression
- lead to paranoia and hallucination

## Resources

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MCCC is interested in the continued good health and personal well-being of the employees and students and we recognize that employees and students suffering from alcohol or drug dependence can be treated. Employees and students may contact the Director of Human Resources at 734-384-4245 or designee for a referral service.

If someone contacts the Office of Human Resources, it is kept in strict confidence and not placed in the personnel file. We encourage any employee or student to seek professional care and counseling prior to any violation of this policy.

In addition, you may contact any of the following free resources for confidential help:

### Alcoholics Anonymous

(734) 457-4777

### Bixby Medical Center—Sage Center

818 Riverside Ave. • Adrian, MI 49221  
(517) 265-0411

### Catholic Social Services of Monroe County

16 East 5<sup>th</sup> Street • Monroe, MI 48161  
(734) 242-3800

### Focus Healthcare of Ohio

1725 Timberline • Maumee, OH 43537  
(419) 891-9333

### Medical College of Ohio

3000 Arlington Ave. • Toledo, OH 43614  
(419) 383-5691

### Mercy Memorial Hospital—The Family Center

718 N. Monroe St. • Monroe, MI 48162  
(734) 242-9836  
1-888-233-4340

### Monroe Community Mental Health Authority

1001 S. Raisinville Rd. • Monroe, MI 48161  
(800) 886-7340

### Oakwood Heritage Hospital—Substance Abuse Center

5450 Fort St. • Trenton, MI 48183  
(734) 671-3800

### Salvation Army Harbor Light—Monroe County Alcohol Center

3580 S. Custer • Monroe, MI 48161  
(734) 242-5050



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