

DRUG-FREE CAMPUS POLICY

The manufacture, distribution, dispensation, possession or use of a controlled substance, drug paraphernalia, and/or alcohol is prohibited at any workplace, course site or campus activity under the authority of the Butler County Community College Board of Trustees. Any employee or student violating the policy will be referred to a rehabilitation program and/or disciplined in an appropriate manner, up to and including termination of employment or expulsion. Discipline, when appropriate, shall be taken under the relevant provisions of Collective Bargaining Agreements and College policies.

Any student convicted of a drug-related offense must notify the Dean of Student Development within five (5) days of conviction and any employee convicted of a drug-related offense must notify the Executive Director of Human Resources/Equal Opportunity Compliance Officer within five (5) days of conviction.

The Butler County Community College Policy for a Drug-Free Campus is as follows:

- A. The consumption, possession, distribution, transportation, purchase, or sale of any alcoholic beverages, drug paraphernalia, and/or controlled substance on any campus, site, property, and/or on/in any vehicle that is owned and/or leased by Butler County Community College is prohibited.
- B. Appearing on any campus, site, property, and/or on/in any vehicle that is owned and/or leased by Butler County Community College, or at an off-campus event under the influence of alcohol and/or any controlled substance is prohibited.
- C. Academic content of a College-sponsored course involving the production and/or tasting of alcohol requires support from the respective Vice President for Academic Affairs, Vice President for Continuing Education and Off-Campus Sites, and/or Vice President for Student Affairs and Enrollment Management along with prior written approval from the President.
- D. The consumption, possession, distribution, transportation, purchase, or sale of any alcoholic beverages, drug paraphernalia, and/or controlled substance at College sponsored or College recognized events is not supported by the College.
- E. The procedures for the enforcement of the Drug-Free Campus Policy are as follows: Any College employee who is responsible for monitoring behavior at both campus and off-campus events will also be responsible for reporting policy violations to the Dean of Student Development for any student matter and the Executive Director of Human Resources/Equal Opportunity Compliance Officer for any employee matter. Students or other individuals witnessing policy violations will report those violations to either the College employee in charge of the event or to the Dean of Student Development for a student matter and/or the Executive Director of Human Resources/Equal Opportunity Compliance Officer for an employee matter.

- F. Students who violate the Drug-Free Campus Policy will:
1. First Offense:
The student will meet with the Dean of Student Development to discuss the offense. The Dean of Student Development will then determine the appropriate course of action depending upon the severity of the offense. A report, written by the Dean of Student Development detailing the violation, will be signed by the student, the individual reporting the violation, and the Dean of Student Development. The report will be filed with the Vice President for Student Affairs and Enrollment Management.
 2. Second Offense:
The Dean of Student Development will notify the Vice President for Student Affairs and Enrollment Management, the Vice President for Academic Affairs and the President of the College. The student will be expelled from school until he or she can demonstrate rehabilitation acceptable to the Dean of Student Development. It is the student's responsibility to seek such rehabilitation and Butler County Community College is in no way responsible for such rehabilitation.
 3. An appeal may be made by the student according to the Appeals Process outlined in this handbook.
- G. Any employee violation of this Drug-Free Campus Policy will be handled by the Executive Director of Human Resources/Equal Opportunity Compliance Officer.
- H. Any student and/or employee violation may be referred to the Director of Campus Police and Security.