

## Statement of Purpose

The abuse of alcohol and the use of illegal drugs by members of the Agnes Scott College (ASC) Community (faculty, staff and students) are incompatible with the goals of the college. In order to further the College's commitment to providing a healthy and productive educational environment, and in compliance with the Drug-Free Schools and Communities Act Amendments of 1989, and the Drug Free Workplace Act of 1988, the college has established the following policy on alcohol and other drugs.

## Health Risks

The scope and impact of health risks from alcohol and drug abuse are both alarming and well documented ranging from mood altering to life threatening. Abuse of alcohol and drugs alters behavior, distorts perception, impairs thinking, impedes judgment and sabotages opportunity. Substance abuse may result in deterioration of physical health by causing or contributing to various diseases, illnesses or birth defects which may result in permanent impairment or death.

For more specifics, please click here <http://www.higheredcenter.org/>

## Definitions Relating to Alcohol and Other Drug Violations

**Possession of alcohol or drugs** refers, but is not limited, to holding, no matter the duration, open containers of alcohol or illegal drugs/controlled substances in hand or, having them in one's clothing, purse/book bag (or similar case), automobile, or residence.

**Consumption of alcohol** refers to the act of drinking or ingesting any amount of an alcoholic beverage.

**Use of drugs** refers to the act of ingesting, inhaling, drinking, eating, and/or any other method of introducing an illegal drug or controlled substance into one's body.

**Distribution of drugs** refers to the sharing of illegal drugs/controlled substances with or giving them to others

**Sale of drugs** refers to the exchange of illegal drugs/controlled substances for money or other forms of compensation (sale).

**Facilitating the possession/use of alcohol or drugs** refers to the act of allowing others to possess, consume, or use alcohol or illegal drugs/controlled substances in one's residence or automobile.

## Student Conduct

Agnes Scott College student conduct regulations prohibit the unlawful possession, use, or distribution of alcohol and other drugs by students and student organizations. The regulations also prohibit other alcohol-related misconduct. All students under the age of 21 are prohibited from possession and consumption of alcohol. All students are prohibited from the use and possession of illegal drugs. In addition, student organizations sponsoring events where alcohol is present are subject to the requirements and guidelines of the College's Social Events policy and registration form. Sanctions for violations of these student conduct regulations may include alcohol and/or other drug education, mandated evaluation and treatment,

community service, suspension, and/or expulsion. Student organizations which knowingly permit illegal drug activity will be excluded from campus for a minimum of one year, and leases or agreements for use of College property will automatically terminate pursuant to Agnes Scott Alcohol and Drug Policy and Georgia law.

## **Student Penalties for Violation of the Alcohol Policy**

Please view the student handbook click here:

<http://www.agnesscott.edu/dos/student-handbook/index.html>

## **Employee Conduct**

It is the college's desire to provide a drug-free, healthful, and safe workplace. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner.

While on ASC premises and while conducting business-related activities off ASC premises, no employee may use, possess an open container, distribute, sell, or be under the influence of alcohol or illegal drugs. Exceptions to the prohibition of use, possession, or distribution of alcohol will be made for college-sponsored social events or other college-affiliated activities on or off campus (e.g. fundraising, faculty recruitment, alumnae engagement, partnership cultivation). When possible, college events will include a professional server, and the event organizer should be prepared to provide taxi service to an employee who appears to be intoxicated. Professional behavior is expected at all times and alcohol-related misconduct will not be tolerated. Any employee who is intoxicated or otherwise impaired will be subject to disciplinary action.

The legal use of prescribed drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner that does not endanger other individuals in the workplace.

Violations of this policy may lead to disciplinary action, up to and including immediate termination of employment, and/or required participation in a substance abuse rehabilitation or treatment program. Such violations may also have legal consequences.

To inform employees about important provisions of this policy, ASC has established a drug-free awareness program. The program provides information on the dangers and effects of substance abuse in the workplace, resources available to employees, and consequences for violations of this policy.

Employees with questions or concerns about substance dependency or abuse are encouraged to use the resources of the Employee Assistance Program. They may also wish to discuss these matters with their supervisor or the Office of Human Resources to receive assistance or referrals to appropriate resources in the community.

Employees with drug or alcohol problems that have not resulted in, and are not the immediate subject of, disciplinary action may request approval to take unpaid time off to participate in a rehabilitation or treatment program. Leave may be granted if the employee agrees to abstain from use of the problem

substance; abides by all ASC policies, rules, and prohibitions relating to conduct in the workplace; and if granting the leave will not cause ASC any undue hardship.

Under the Drug-Free Workplace Act, an employee who performs work for a government contract or grant must notify ASC of a criminal conviction for drug-related activity occurring in the workplace. The report must be made within five days of the conviction.

Employees with questions on this policy or issues related to drug or alcohol use in the workplace should raise their concerns with their supervisor or the director of human resources without fear of reprisal. Any employee who serves or provides alcoholic beverages in his or her official capacity is subject to the Office of Special Events Alcohol Use Guidelines, [http://intranet/Advancement/communications/Special\\_Events/Calendar/calendar\\_download/admin-external%20alcohol%20use%20request.doc](http://intranet/Advancement/communications/Special_Events/Calendar/calendar_download/admin-external%20alcohol%20use%20request.doc), which include prohibiting the furnishing of alcohol to persons under age. These guidelines should be reviewed by all employees hosting and/or working at any event where alcohol will be served.

## **Criminal Sanctions**

Under Georgia and federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs. As required by federal regulations, you may view information detailing federal penalties for drug trafficking and the Georgia state law regards the sale, distribution, and possession of dangerous drugs.

Federal sanctions for the illegal possession of drugs include imprisonment up to 1 year and/or a minimum fine of \$1,000 for a first conviction; imprisonment for 15 days-2 years and a minimum fine of \$2,500 for a second drug conviction; and imprisonment for 90 days-3 years and a minimum fine of \$5,000 for a third or subsequent drug conviction. For possession of a mixture or substance which contains a cocaine base, federal sanctions include 5-20 years in prison and a minimum fine of \$1,000, for a first conviction if the mixture or substance exceeds 5 grams, for a second conviction if the mixture or substance exceeds 3 grams, and for a third or subsequent conviction if the mixture or substance exceeds 1 gram. Additional possible penalties for the illegal possession of drugs are forfeiture of real or personal property used to possess or to facilitate possession of a controlled substance if the offense is punishable by more than 1 year imprisonment; forfeiture of vehicles, boats, aircraft, or any other conveyance used, or intended for use, to transport or conceal drugs; civil fine up to \$10,000 per violation; denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses for up to 1 year for a first and up to 5 years for a second or subsequent offense; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm.

Georgia law prohibits the purchase or possession of alcohol by a person under the age of 21, or the furnishing of alcohol to such a person. Driving under the influence of alcohol or other drugs also is illegal. It is against Georgia law, under certain circumstances, to walk or be upon a roadway while under the influence of alcohol or other drugs. The punishment for these offenses may include imprisonment, payment of a fine, mandatory treatment and education programs, community service, and mandatory loss of one's driver's license.

City of Decatur- It is unlawful to drink alcohol in a vehicle parked or moving on the streets, highways, or alleys in the city. It is unlawful to carry any type of open liquor container in public.

# Agnes Scott College Drug and Alcohol Policy

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The Office of Human Resources will notify the U.S. Department of Education, as required, if it learns of an employee's conviction under any criminal drug statute.

## **Education and Counseling**

In order to promote an environment free of substance abuse, the college supports an active program of community awareness and education. This program extends to the misuse or abuse of controlled substances including prescription drugs, alcohol and other harmful substances. The college also offers assistance with confidential counseling. Students, faculty and staff are encouraged to refer individuals who appear to be troubled by drug or alcohol use to one of these resources. For students, such counseling is available through Counseling and Psychological Services (ext. 6346). Students who are concerned about their own or others' use of such substances may seek advice and counsel from appropriate college resources without fear of breach of normal rules of confidentiality or fear of punishment. The Employee Assistance Program (EAP) offers confidential counseling for employees confronting substance abuse. Employees or supervisors can contact the EAP at 800-828-6025. The Office of Human Resources (ext. 6029) may be contacted for information on the EAP program.

Student Health 404-471-6346

Counseling and Psychological Services (CAPS) 404-471-6346

Public Safety 404-471-6355

Faculty and staff may obtain a list of available alcohol and other drug counseling services and treatment centers from the Human Resources.

EAP 800-828-6025 or [www.wellnessworklife.com](http://www.wellnessworklife.com)

Educational Resources <http://nida.nih.gov/> (National Institute of Health: contains descriptions and health risks of both illegal drugs and prescription drugs)

Cocaine Anonymous: [www.ca.org](http://www.ca.org)

Drug Help: [www.drug-help.org](http://www.drug-help.org) (Phoenix House)

Marijuana Anonymous: [www.marijuana-anonymous.org](http://www.marijuana-anonymous.org)

Narcotics Anonymous: [www.na.org](http://www.na.org)

Nar-Anon: [www.naranonctma.org](http://www.naranonctma.org) (for family and friends of substance users)

Smart Recovery: [www.smartrecovery.org](http://www.smartrecovery.org) (self management and recovery training)

In addition, there are many off-campus resources available to students and faculty/staff including Al-Anon/Alateen and Alcoholics Anonymous.

## **Responsibilities**

Agnes Scott College Offices responsible for ensuring that this policy is distributed annually to each student and employee are: Office of Human Resources for employees and Office of the Dean of Students for students. In addition, the policy will be provided to all new students and new employees at the time they become members of the Agnes Scott College community.

## **Biennial Review**

This policy will be reviewed at least biennially to assess its effectiveness, to implement appropriate changes and to ensure that disciplinary sanctions are consistently enforced. The vice president for student life and director of human resources are jointly responsible for ensuring this review is conducted.