



POLICY

Title: DRUG-FREE CAMPUSES AND WORKPLACE	Code: A0300
Authority: Drug-Free Schools and Communities Act Amendments of 1989, PL 101-226; Drug-Free Workplace Act of 1988, PL 100-690; and Board Minutes, 9/17/90; 9/25/07	Original Adoption: 9/17/90 Revised/Reviewed: 9/25/07 Effective: 9/26/07

MATC recognizes that illicit drug use and alcohol dependency or abuse creates an adverse impact upon the education and working environment of the college. Through education, advising, assessment, prevention activities, and, when appropriate, referrals to community resources, MATC shall engage in recurring efforts to raise the awareness of all students and employees to the issues and concerns of illicit drug use and alcohol dependency or abuse.

MATC prohibits the unlawful manufacturer, distribution, dispensation, possession, or use of a controlled substance including but not limited to alcohol, prescription and illicit drugs at any college campus, evening center, or other college promise; or while participating in officially sponsored college events off premise. Violations of this policy will result in appropriate progressive disciplinary action up to and including: (a) expulsion of students in accordance with applicable civil, state, and federal law in the accordance with the MATC Student Code of Conduct; (b) termination of employment from MATC in accordance with applicable civil, state, and federal law; and (c) referral for prosecution for violations.

In keeping with MATC's mission to maintain a climate which promotes student and employee welfare, the Vice President of Student Services and Associate Vice President of Human Resources will administer a proactive approach to drug and alcohol awareness and support services through education, prevention, and other resources. At a minimum:

1. MATC will distribute annually, in writing the following to each student and employee:
 - a. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol on MATC property or at any MATC-sponsored activity.
 - b. Description of the applicable legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and abuse of alcohol.
 - c. Description of the health risks associated with the use of illicit drugs and abuse of alcohol.



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- d. Description of any drug and alcohol counseling, treatment, or rehabilitation programs that are available.
 - e. A clear statement that MATC will impose disciplinary sanctions consistent with local, state, and federal law and a description of these disciplinary sanctions up to and including expulsion, termination of employment, and referral for prosecution for violations.
2. MATC will advise all employees of the following:
- a. An employee who is convicted of a criminal drug statute violation occurring in the workplace is required to notify his or her supervisor no later than five days after the conviction.
 - b. MATC's Employee Assistance Program (EAP) is available to an employee who needs assistance in overcoming personal problems, including substance abuse, that are affecting his/her work.
3. All students receiving federal financial assistance must certify, as a condition of the grant, that they are drug-free.

The Vice President of Student Services and the Associate Vice President of Human Resources will conduct a biannual review of the programs and activities resulting from this policy to: (a) determine its effectiveness and implement change if needed, and (b) insure the disciplinary sanctions are being consistently enforced.