

# **POLICY: 6.7.1. (V.E.)**

## **Drug-Free Schools and Communities Act**

**Revised:** January 17, 2001

**Last Reviewed:** October 1, 2019

**Adopted:** March 1991



### **POLICY:**

This policy has been developed in concert with the federal Drug Free Schools and Communities Act which was enacted to ensure that any institution of higher education that receives funds under any federal program has adopted and implemented a program to prevent the use of illicit drugs and abuse of alcohol by students. It also incorporates the statutory mandates required under the state Drug-Free Postsecondary Education Act of 1990 (O.C.G.A. § 20-1-20 et seq.)

No student may engage in the unlawful manufacture, possession, use or distribution of illicit drugs and alcohol on the technical college's property or as part of any of its sponsored activities.

Such unlawful activity may be considered sufficient grounds for serious punitive action, including expulsion. Disciplinary sanctions for students convicted of a felony offense involving alcohol or the manufacture, distribution, sale, possession or use of marijuana, controlled substances or other illegal or dangerous drugs shall be immediate suspension and denial of further state and/or federal funds from the date of conviction. Specifically in the case of a drug related offense the student shall minimally be suspended for the remainder of the semester and forfeit all academic credit for that period.

The technical college shall notify the appropriate state/federal funding agency within 10 days after receiving notice of the conviction from the student or otherwise after receiving the actual notice of conviction.

Within 30 days of notification of conviction, the Technical College shall with respect to any student so convicted:

1. Take additional appropriate action against such student up to and including expulsion as it deems necessary.
2. Provide such student with a description of any drug or alcohol counseling treatment, or rehabilitation or re-entry programs that are available for such purposes by a federal, state or local health, law enforcement or other appropriate agency.

The technical college is responsible for ensuring the development and implementation of a drug free awareness program to inform students of the following:

1. The dangers of drug and alcohol abuse on the campus and elsewhere.
2. Any available drug and alcohol counseling, rehabilitation and assistance programs.

3. Any penalties to be imposed upon students for drug and alcohol abuse violations occurring on the campus.

Each technical college shall conduct a biennial review of its program to determine its effectiveness and implement changes to the program if they are needed and to ensure that the sanctions required by the program are consistently enforced.

Each technical college shall maintain and make available to the U. S. Secretary of Education and to the public a copy of each item in the program as required by this policy and applicable law as well as results of the biennial review.

**RELATED AUTHORITY:**

O.C.G.A. § 20-4-11 – Powers of the Board

O.C.G.A. § 20-4-14 – TCSG Powers and Duties

34 C.F.R. § 86

20 U.S.C. § 1101i

20 U.S.C. § 1091(r)

U.S. Department of Education's Higher Education Center for Alcohol and other Drug Prevention:

Attachment: 6.7.3a. Compliance Checklist

Drug-Free Postsecondary Education Act of 1990 (O.C.G.A. § 20-1-20 et seq.)

## Attachment: 6.7.1.a1.

# Checklist - Drug-Free Schools and Campuses Compliance (Regulations 34 C.F.R. 86)



Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

1. Does the institution maintain a copy of its drug prevention program?

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

If yes, where is it located? \_\_\_\_\_

2. Does the institution provide annually to each employee and each student, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following:

a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities;

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

c. A description of applicable legal sanctions under local, state, or federal law;

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

d. A description of applicable counseling, treatment, or rehabilitation or re-entry programs;

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

e. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions

Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )

3. How are the above materials distributed to students?

- a. Mailed to each student (separately or included in another mailing)      yes ( ) no ( )
- b. Through campus post office boxes and/or email      yes ( ) no ( )
- c. Class schedules which are mailed to each student      yes ( ) no ( )
- d. During freshman orientation      yes ( ) no ( )
- e. During new student orientation      yes ( ) no ( )
- f. In another manner (describe)      yes ( ) no ( )

---

---

4. Does the means of distribution provide adequate assurance that each student receives the materials annually?

yes ( ) no ( )

5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?

yes ( ) no ( )

6. How are the above materials distributed to staff and faculty?

- a. Mailed      yes ( ) no ( )
- b. Through campus post office boxes and/or email      yes ( ) no ( )
- c. During new employees orientation      yes ( ) no ( )
- d. In another manner (describe)      yes ( ) no ( )

---

---

---

7. Does the means of distribution provide adequate assurance that each staff and faculty member receives the materials annually?

yes ( ) no ( )

8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?

yes ( ) no ( )

9. How and, by whom, does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?
- a. Conduct student AOD use survey  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - b. Conduct opinion survey of its students, staff and faculty  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - c. Evaluate comments obtained from a suggestion box  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - d. Conduct focus groups  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - e. Conduct intercept interviews  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - f. Assess effectiveness of documented mandatory drug treatment referrals for students and employees  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - g. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees  
 Students: yes ( ) no ( )                      Staff & Faculty: yes ( ) no ( )
  - h. Other (please list)  
 \_\_\_\_\_  
 \_\_\_\_\_
  - i. By whom \_\_\_\_\_

10. If requested, has the institution made available, to the public, a copy of each required item in the drug prevention program and the results of the biennial review?

yes ( ) no ( )

11. Where is the biennial review documentation located?

Name \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

12. Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

References:

State Board Policy 6.7.3. Drug-Free Schools and Communities Act

Created: January 17, 2001

Revised: January 23, 2019