

The illegal use or abuse of alcohol by students, visitors, or employees is prohibited on Carl Sandburg College property or activities. Student, visitor or employee behavior that is disruptive or dangerous as a result of the consumption of alcohol will not be tolerated and such behavior should be reported to the supervising vice president.

The College administration shall strive to maintain a drug-free campus for all College employees and students. Educational programs will be offered to ensure that all College individuals are aware of the issues concerning the use and abuse of alcohol. This will include: 1) the dangers of alcohol abuse, 2) the policy of the College concerning an alcohol-free school and workplace, 3) the community resources for alcohol counseling and rehabilitation programs, and 4) the penalties that may be imposed upon students or employees for violations of the College regulation on alcohol.

If a student or employee feels he/she has a problem with alcohol, the College will assist in a program that helps with this type of problem. Students with such a problem should notify the chief student services officer or a counselor. Employees should contact their immediate supervisor or the Office of Human Resources.

Pending or subsequent to any legal penalties that could be imposed, the immediate supervisor or chief student services officer may require participation in a recognized alcohol rehabilitation program approved by the College. If the student/employee refuses, disciplinary action may be taken and could include:

1. A verbal warning.
2. A written reprimand
3. Suspension with or without pay for employees or suspension from enrollment at the College for students.
4. Termination of employment for employees or expulsion from the College for students.

Visitors using alcohol or who are intoxicated from alcohol will be prohibited from using College facilities.

If the student or employee finds the disciplinary action unjustified, he/she may elect to file a complaint according to the existing complaint procedures in the College catalog or College policy manual. Faculty may elect to file a complaint according to the Grievance Procedure (Articles 7 & 11) of the Professional Negotiations Agreement.

Each employee/student of the College will receive a written copy of the College Policy Statement and educational programs required by Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) and the requirement that they abide by it. The College administration will review the Regulation on Alcohol biennially to determine its effectiveness and implement changes as needed and to ensure that rehabilitation or disciplinary actions are enforced.