

**Houghton College Statement to Employees  
Regarding the Drug Free Schools and Communities Act &  
The Drug Free Workplace Act**

**General:**

For more than a century Houghton College (and its predecessor, Houghton Wesleyan Seminary) has subscribed to a policy of abstinence regarding the use of alcohol and illicit drugs. All members of the college community (trustees, administrators, faculty, staff and students), as a condition of community membership, subscribe to the institution's Statement of Community Responsibilities which prohibits the use of alcohol and drugs. Employees of the college agree to abide by this Statement when an annual contract is signed. Therefore, Houghton College supports both the letter and the intent of the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) and the Drug Free Workplace Act of 1988 (public law 101-690).

**Procedures/Sanctions:**

Members of the college community who violate the expectations of the college or local, state or federal law can expect to be sanctioned under existing college procedures or referred to law enforcement officials. Rehabilitation (as an alternative to termination or dismissal) is possible (at the sole discretion of the college) because we may choose to protect an investment in a trained employee and desire to treat such employee with dignity.

The college will involve local law enforcement officials when appropriate. Illegal possession, use or distribution of illicit drugs, or illegal use or possession of alcohol can be punished under applicable local, state or federal guidelines. Possible punishments can include stringent fines, imprisonment, loss of driver's license, or loss of possessions obtained through profits of or used in the sale of distribution of illegal drugs.

**Health Risks:**

There are significant health risks associated with the use of illegal drugs and the abuse of alcohol. Alcohol and other drugs affect brain functioning, result in many traffic fatalities each year, result in direct injury and may lead to addiction for some individuals and can alter moods in a potentially harmful way. Alcohol and drugs also may have a harmful effect on fetal development, even when used in small quantities. Additional information on health risks is available in the Health Center.

**Assistance:**

For individuals who have a drug or alcohol problem, the college is ready and willing to help. The Employee Assistance Plan (EAP) provided to employees by the College is ready and able to confidentially assist. Confidential help can also be arranged through the Counseling Service, Health Center or Human Resources Office.