

FLATHEAD VALLEY COMMUNITY COLLEGE

AGENDA ITEM \*8

V. COLLEGE ISSUES

C. Board Policy, Chapter I, Doctrine, Sections 70, 80, 125

BACKGROUND:

Board Policy, Chapter I, Doctrine, Sections 70, 80, and 125 – First Reading

The Drug- Free and Alcohol-Free policies are modified to include students. The details of how to manage the policy are moved to procedures.

The Safety policy is a new policy. The campus crime and security and the crisis management plan policies are moved from the Facilities section and incorporated into the Safety policy in Doctrine.

# FLATHEAD VALLEY COMMUNITY COLLEGE

## Policy Manual

### CHAPTER I - DOCTRINE

#### SECTION 70: DRUG-FREE ~~WORKPLACE~~ POLICY

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~~In compliance with the Drug Free Workplace Act of 1988,~~ Flathead Valley Community College is committed to providing a drug-free workplace and college environment. The unlawful manufacture, distribution, sale, possession or use of a controlled substance in the workplace and in all college programs, including but not limited to college-sponsored activities and athletics, instruction, and campus housing, is prohibited. Conducting college business while under the influence of a controlled substance is likewise prohibited.

The college president or designee shall develop procedures to ensure compliance with state and federal regulations regarding a drug-free workplace and college environment.

~~Employees using prescription or non-prescription drugs which may impair their work performance must notify their immediate supervisor of this use and of any possible effects.~~

~~Employees must, as a condition of employment, comply with this policy and notify their immediate supervisor of any criminal drug statute conviction or nolo contendere plea for a violation occurring in the workplace no later than five (5) days after such conviction. The supervisor shall notify the Human Resources Office immediately upon notice from the employee. The Human Resources Office shall notify the federal granting agency, when appropriate, of the conviction within ten (10) days of learning of the conviction.~~

~~Violations of this policy will result in disciplinary action up to and including termination and may have legal consequences. At the discretion of the employer, an employee violating this policy may be required to satisfactorily complete a drug abuse assistance or rehabilitation program as a condition of employment.~~

~~Drug dependency is a major health problem and interferes with workplace productivity, safety, and security. Employees are encouraged to seek assistance in dealing with drug problems. Conscientious efforts to seek help for drug dependency will not jeopardize an employee's job status.~~

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History: Adopted May 9, 1989, Revised June 28, 1999; Revised March 22, 2010, Revised January 23, 2017, Reviewed February 24, 2020, Reviewed March 20, 2023

# FLATHEAD VALLEY COMMUNITY COLLEGE

## Policy Manual

### CHAPTER I - DOCTRINE

#### SECTION 80: ALCOHOL-FREE WORKPLACE POLICY

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Flathead Valley Community College is committed to providing an alcohol-free workplace and learning environment. The possession, use or distribution of any alcoholic beverage by employees or students in the workplace and/or while conducting college business, in all college programs, including but not limited to college-sponsored activities and athletics, instruction, and campus housing is prohibited.

Public and college events that occur on campus outside of regular working hours and at which alcohol may be sold and/or distributed require approval by the college president.

Alcohol impairment is a major health problem that interferes with workplace productivity, safety and security. The college shall reasonably assist any employee who voluntarily seeks help in dealing with alcohol dependency.

~~In accordance with (Board Policy, Chapter VI, Section 20), any violation of this policy may result in disciplinary action up to and including discharge and may subject an employee to criminal penalties. At the discretion of the College, an employee violating this policy may be required to satisfactorily complete an alcohol abuse assistance or rehabilitation program as a condition of continued employment.~~

The college president or designee shall develop procedures to ensure compliance with state and federal regulations regarding a drug and alcohol-free workplace and college environment.

Exceptions to this policy may be made by the college president.

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History: Adopted by Board of Trustees April 24, 2000, Revised March 22, 2010, Revised January 23, 2017, Reviewed February 24, 2020, Reviewed March 20, 2023

**FLATHEAD VALLEY COMMUNITY COLLEGE**  
**Policy Manual**

**CHAPTER I – DOCTRINE**

**SECTION 125: SAFETY**

Approved:

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The college promotes a safe and healthful environment for all employees, students, and visitors. To maintain a safe campus environment, the college will provide facilities, equipment, and training that meet all environmental health and safety requirements. The primary responsibility for the environmental health and safety of the workplace belongs to each college employee. However, employees functioning in a supervisory role have a heightened responsibility to ensure that safe conditions, procedures, practices, and training are provided within their areas of managerial oversight.

The President or their designee will appoint a safety committee that has the responsibility to represent Flathead and Lincoln County campuses regarding health and safety issues. The Safety Committee will advise FVCC senior leadership on providing an environment conducive to the health and safety of all employees, students, and the public.

All employees are required to report to their immediate supervisor any on-the-job injury and file a First Report of Injury form as soon as reasonably possible. Reporting hazardous conditions, workplace hazards, and program violations is encouraged and can be done without fear of reprisal.

The president and/or their designee will establish an institutional crisis management plan and regularly disseminate such a plan to all employees and students to provide a safe and secure campus, to effectively manage emergencies, and to minimize injury to people and property damage.

The college is committed to maintaining a crime and violence-free environment. The president and/or their designee will establish appropriate procedures to ensure a safe and secure campus.

**REFERENCE:** 10-1-1006, 1007, 1009 M.C.A; 39-2-104 M.C.A; 2-18-601, 612-618

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History: