



TECHNICAL COLLEGE  
OF THE LOWCOUNTRY

**PROCEDURE: Alcohol and Other Drug Program Review Committee  
Number: 1.2.5.6**

Responsibility: Executive Administration  
Last Updated: October 10, 2023  
Related Policy: 1.2.5 Institutional Committees

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President

**Purpose:**

The purpose of this procedure is to outline the responsibilities and membership of the Alcohol and Other Drug Program Review Committee.

**Procedure:**

1. The purpose of the Alcohol and Other Drug Program Review Committee is:
  - a. To evaluate the effectiveness of the College's alcohol and other drug program.
  - b. To evaluate the consistency of the College's alcohol and drug policy enforcement.
  - c. To evaluate the effectiveness of the method for the distribution of the alcohol and other drug policy.
  - d. To prepare the College's biennial report.
2. The membership of the committee shall consist of:
  - a. The Vice President for Administrative Services
  - b. The Vice President for Academic Affairs
  - c. The Vice President for Student Affairs
  - d. The Human Resources Director
  - e. A representative designated by the President
  - f. The Campus Counselor
  - g. A faculty member from the Health Sciences Division recommended by the Vice President for Academic Affairs
3. The Chairperson shall be appointed by the President.
4. The term of membership shall be for two years.
5. The Committee will meet at least annually.