

# CHICAGO STATE UNIVERSITY

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## **DRUG AND ALCOHOL POLICY**

This policy is being distributed to all Chicago State University employees and students in compliance with the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C., Section 701, et seq.) and the Drug-Free Schools Act of 1989 (34 C.F.R. 86, et seq.).

### I Individuals Covered by this Policy

This policy applies to all employees (including hourly) who work on the Chicago State University Campus and in workplaces controlled by Chicago State University, and all students enrolled at Chicago State University.

### II Policy Guidelines

#### A. Employees

1. The university absolutely prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol on university premises or while conducting university business off university premises. Violation of this policy may result in immediate termination of employment or other appropriate disciplinary actions.

*Controlled substances are those usually referred to as illegal drugs listed under the federal Controlled Substances Act.*

2. In compliance with the Drug-Free Workplace Act of 1988 and the federal Drug-Free Schools and Communities Act Amendments of 1989, and as a condition of employment with Chicago State University, all staff must
  - Abide by the prohibition in point II.A. (See above).

- Notify the Director of Human Resources of any conviction under a criminal drug statute for violations occurring on or off university premises while conducting university business, within 5 days after conviction.

*When the Department Of Human Resources receive notice of such a conviction, it will coordinate efforts to comply with the reporting requirements of the Drug-Free Workplace Act of 1988.*

3. An employee who is (1) found to be under the influence of alcohol or a controlled substance while on university property, or in the course of a university activity, or (2) convicted of a criminal alcohol or drug statute violation occurring on university property, is subject to disciplinary action, up to and including termination.
4. If it can be reasonably established that an employee's use of alcohol or a controlled substance away from the university causes poor attendance or performance problems, then the person will be counseled to seek rehabilitation. You may contact the University Counseling Center Substance Abuse Referral Office at 773-995-2383(**Students**) or (**Employees**) Employee Assistance Program at 866-659-3848.
5. The Human Resources Department will maintain and periodically publish a list of available university and community resources for alcohol or drug abuse. The publication must include this information:
  - Resources that offer assistance (drug counseling, employee assistance programs)
  - Rehabilitation programs
  - Dangers of alcohol or drug abuse in the workplace

#### B. Students

Students who violate this policy will be referred to the Office of Student Affairs for disciplinary action in accordance with the Policy on Student Conduct. Possible disciplinary sanctions for failure to comply with the terms of this policy may include one or more of the following:

(1) Expulsion; (2) suspension; (3) mandatory participation in and satisfactory completion of a drug/alcohol abuse program or rehabilitation program; (4) referral for prosecution; (5) probation and restriction of privileges.

### III Criminal Penalties

All employees and students are reminded that conviction under state and federal laws that prohibit alcohol and drug-related conduct can result in fines, confiscation of automobile and other property, and imprisonment. A conviction can also result in the loss of a license to drive or to practice in certain professions, and barred opportunities from employment.

Arrest and conviction of a drug law violation can result in the following:

- Fines (up to \$500,000 under state law and \$250,000 under federal law)
- Confiscation of automobiles and other property
- Imprisonment (up to 60 years under state law and life under federal law)

A person who exhibits the following alcohol-related behavior is at risk of arrest:

- A person under 21 who possesses alcohol
- A person who provides alcohol to a person under 21
- A person who is intoxicated in public
- A person who sells alcohol beverages without a license

### IV Health Risks Associated with Alcohol

All persons should be aware of the following health risks caused by alcohol:

- Consumption of more than two average servings of alcohol in several hours can impair coordination and reasoning, and make driving an unsafe activity.

- Consumption of alcohol by a pregnant woman can damage the unborn child. A pregnant woman should consult her physician about this risk.
- Regular and heavy alcohol consumption can cause serious health problems such as damage to the liver and to the nervous and circulatory systems.
- Drinking large amounts of alcohol in a short time may quickly produce unconsciousness, coma, and even death.

## V Health Risks Associated with Drugs

The health risks associated with controlled substances are numerous and varied depending on the drug. Nonetheless, the use of drugs not prescribed by a physician is harmful to the health. For example, drug use can cause the following conditions:

- Impaired short-term memory or comprehension
- Anxiety, delusions, and hallucinations
- Loss of appetite resulting in damage to one's long-term health
- A drug-dependent newborn, if the mother uses drugs during pregnancy

*Pregnant women who use alcohol or drugs, or who smoke should consult their physician.*

- AIDS, as a result of drug users who share needles
- Death from overdose