

1-1-2001

## Policy Library- 950

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### Recommended Citation

Indiana State University. General Counsel, "Policy Library- 950" (2001). *Policy Library*. 34.  
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## **950 Drug-Free Campus**

**Last updated on: January 01, 2001**

**Authority: Approved by the Board of Trustees**

The Higher Education Act of 1965, as amended by the Drug-Free Schools and Communities Act Amendments of 1989, and the Drug-Free Workplace Act of 1988 require that each institution of higher education receiving federal funds implement a drug prevention program on its campus and certify its compliance with the law to the Secretary of Education. The act requires clear delineation of standards of conduct for employees and students, educational programs and materials which are to be available to them, and sanctions which will apply for failure to meet expectations.

### **950.1 Policy**

Indiana State University policy prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances or alcohol in any part of the University or at any University activity. Legal use of alcohol may be permitted on campus only if approved by the University President or designee.

**950.1.1 Violations of Policy.** Any employee or student who is in violation of University policy or is convicted of a drug statute violation arising out of conduct occurring in the workplace or at a University activity will be subject to any one or a combination of the following:

- a. A verbal warning;
- b. A written warning;
- c. Disciplinary probation (students);
- d. Referral to the Employee Assistance Program for evaluation, assessment, and counseling for possible treatment (employees);
- e. Required participation in a drug or alcohol rehabilitation program;
- f. Suspension from duty and/or enrollment; and/or
- g. Termination of employment under standard University procedures.

**950.1.2 Treatment.** Any employee or student referred for treatment or other rehabilitation will be required to complete the prescribed treatment as a condition of continued employment or enrollment.

**950.1.3 Further Information.** Further information concerning legal sanctions under state and federal law may be secured from the University Legal Affairs Office.

**950.1.4 Notification Requirement.** Any faculty or staff member convicted of a drug violation arising out of conduct occurring in the workplace must notify either the Human

Resources Office or the appropriate vice president of the conviction no later than five (5) days after the conviction.

**950.1.5 Grant or Contract Employees.** Certain grants and contracts awarded by federal, state, or local agencies or other grantors may require notification of the conviction. If the convicted employee is working under a grant or contract subject to the Drug-Free Workplace Act, ISU shall notify the grantor of the award of the employee's conviction within ten (10) calendar days of receipt of such notice either from the employee or as otherwise received.