

# GLENVILLE STATE UNIVERSITY POLICIES

## ADMINISTRATIVE POLICY 3

### DRUGS AND ALCOHOL POLICY

#### 3.1. General.

1.1. Scope – Glenville State University expects its employees and students to obey the law and to take personal responsibility for their conduct. This policy applies to the University community, including faculty, staff, administrators, students and visitors to the campus, including contractors, sub contractors, volunteers and service providers.

1.2. Authority – W. Va. Code §§ 18B 1 6, 60A 4 401, and in compliance with:

The Drug Free Workplace Act of 1988 (Public Law 101 690);

The 1989 amendments to the Drug Free Schools and Communities Act (Public Law 101 226); and

The Education Department General Administrative Regulations (EDGAR) Part 86.  
Anti Drug Abuse Act of 1988.

1.3. Effective Date – February 5, 2020

1.4. Revision of Former Policy – Repeals and replaces Glenville State University Policy 3 – Drug and Alcohol [2006] [2010].

#### 3.2. Policy Statement.

2.1. The Glenville State University Board of Governors recognizes the importance of a safe, efficient and healthy work and educational environment. Being under the influence of any illegal drug or alcohol on campus or at University sponsored functions poses serious risks to a person's health and safety, and jeopardizes public trust that has been placed in the institution. In recognition of the serious effects of alcohol and drug abuse on the safety and performance of students and employees, this policy provides standards of conduct and clearly prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities. This policy certifies that as an employer who contracts and receives funding from federal agencies, Glenville State University will meet requirements of the law for providing a "drug free workplace."

2.2. Glenville State University will maintain a workplace free of the illegal use of drugs. The unlawful manufacture, distribution, sale, dispensing, possession or use of illegal drugs, the abuse or improper use of prescribed drugs, and the use of alcohol on Glenville State University property or as part of any sponsored function is prohibited. Reporting to work, class or any University sponsored function under the influence of alcohol or illegal drugs is prohibited.

2.3. Legally prescribed medications taken properly are excluded from prohibition and permitted only to the extent that such medications do not adversely affect a person's ability, job performance or the safety of others.

2.4. Any person who violates the policy shall be subject to disciplinary action. When reasonable suspicion exists that an independent contractor, volunteer or employee has reported to work under the influence of alcohol, illegal drugs, or is impaired due to abuse or misuse of controlled substances or prescribed medications, the individual may be subject to assessment and disciplinary action, or termination of the service agreement. The University will impose disciplinary sanctions on students and employees consistent with institutional policies, and local, state, or federal laws for violation of the standards of conduct outlined in this policy. All persons should be aware that violations could result in expulsion from school, termination of employment, or referral for prosecution. Sanctions may include, but are not limited to a requirement that the person participate in a drug abuse assistance or rehabilitation program. University sanctions will be imposed consistent with procedures used in disciplinary actions for students and employees.

### **3.3. termination**



RETURN THIS FORM TO THE OFFICE OF THE PRESIDENT

## Request to Serve Alcoholic Beverages

Name of Organization:

If a Glenville State University Organization, Name of Campus Sponsor:

Name of Person Completing this Form:

Relationship to Organization:

Date of Birth:

Date of Function:

Location:

Duration:

Purpose of Function:

Who Will Be