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**POLICY TITLE:** Drug and Alcohol Policy

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**POLICY PURPOSE:** To illustrate the repercussions that employees and students face if found to be in possession or consumption of alcohol or other drugs.

**BACKGROUND:** Because the University serves not only as an institution of higher education but also as a gathering place and a host of certain social and cultural events, it is necessary to establish policy and procedure for the use of alcohol and other drugs and the repercussions for the misuse of them.

**APPLIES TO:** All University Community Members

**DEFINITIONS:**

**CONTENTS:**

**POLICY STATEMENT:** Fort Hays State University prohibits the unlawful possession, use, manufacture, purchase, or distribution of alcohol or drugs, or any attempt thereof, by students or by employees on its property or as part of its activities. The University is committed to prevent the illegal or irresponsible use of drugs and alcohol by students and employees. Any student or employee found to be using, possessing, manufacturing, or distributing controlled substances or alcohol, or whose behavior evidences being under the influence of alcohol or controlled substances, in violation of the law on University property or at University events shall be subject to disciplinary action in accordance with policies of the State of Kansas, the Board of Regents, and Fort Hays State University.

For employees, the University will take appropriate personnel action for such infractions, up to and including termination. Students who violate this policy will be subject to sanctions which include completion of an appropriate substance assistance or rehabilitation program at the individual's expense, reprimand, probation, suspension and expulsion from the University.

As a condition of employment, all employees of Fort Hays State University, including student employees, shall abide by the terms of this policy statement and will notify Fort Hays State University of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. Fort Hays State University will, in turn, notify as appropriate, the applicable federal agency of the conviction within ten (10) days, of its receipt of notification of the conviction. For purposes of this policy, "conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any

judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.

The Drug and Alcohol Policy is available online.

**EXCLUSIONS OR  
SPECIAL  
CIRCUMSTANCES:**

**RELATED  
DOCUMENTS:**

**Policies:** Kelly Center Document, Service and Consumption of Alcohol Policy

**Forms:**

**Other:**

**KEYWORDS:**

Alcohol, drugs, violations

**RESPONSIBLE  
OFFICE:**

Kelly Center

**RESPONSIBLE  
UNIVERSITY  
OFFICIAL:**

Coordinator of DAWN

**ORIGINATION DATE:** 3/1/2016

**CHANGE HISTORY:** Adopted by ELT 4/8/2016