

Application of Policy

The policy to promote a Drug and Alcohol Abuse Free Workplace and Campus, which applies to every person in the University workplace, is supported by a drug free awareness program available to the faculty, administrative staff, support staff and students of the University. Specific compliance and reporting items enumerated in the policy (items B, C, D, E) are applicable to all employees on federal contracts and grants. In support of this policy, the University of St. Thomas:

- A. Has established an ongoing drug and alcohol free awareness program to inform its faculty, administrative staff, support staff and students about:
 - a. the campus policy of maintaining a drug and alcohol abuse free workplace,
 - b. the dangers of drug and alcohol abuse in the workplace,
 - c. the availability of drug and alcohol abuse counseling/rehabilitation,
 - d. the development of employee and student assistance programs,
 - e. the penalties that may be imposed upon employees and students for drug and alcohol abuse violations.
- B. Will provide each employee a copy of this policy. In addition, all faculty, administrative staff, support staff and students will be notified of this policy through appropriate publications.
- C. Will notify each University employee and student that they must abide by the terms of this policy. All employees must notify their supervisor and Human Resources, and in the case of students, the Vice President for Student Affairs or the Dean of Students, of any criminal drug statute conviction for a violation occurring in the workplace not later than five (5) days after such conviction.
- D. Will notify the appropriate federal agency within ten (10) days after receiving notice of criminal drug statute convictions occurring within the workplace of any University employee engaged in performance of the federal grant or contract.
- E. Will impose sanctions or require the satisfactory participation in a drug abuse assistance or rehabilitation program of any employee so convicted. Sanctions imposed on employees for violation of this policy may include suspension with or without pay and termination.
- F. Will not test for drugs.
- G. Will make a good faith effort to continue to maintain an environment that complies with the Drug Free Workplace Act of 1988 and the Drug-free Schools and Communities Act of 1989.
- H. The Campus Life Committee will conduct a review of its programs to assess their effectiveness, to determine changes, and to ensure the uniform application of sanctions to employees and students.