

DRUG-FREE WORKPLACE POLICY

Shippensburg University supports the State System of Higher Education's drug-free workplace policy as stated below:

"As required by the federal "Drug-Free Workplace Act of 1988", the State System of Higher Education, Commonwealth of Pennsylvania, hereby declares as its policy that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited at any workplace under the authority of the Board of Governors. Any employee violating the policy will be referred to the Commonwealth's Employee Assistance Program and/or disciplined, in an appropriate manner, up to and including termination. Discipline, when appropriate, shall be taken under relevant provisions of collective bargaining agreements, Civil Service Policy, or other personnel policies adopted by the Board of Governors."

In addition to the above, the University's policy is amended consistent with the Drug-Free Schools and Communities Act Amendments of 1989 to include students and the unlawful possession, use, or distribution of alcohol. Violators will be subject to the panoply of legal sanctions.

In support of this policy, Shippensburg University will inform its employees and students of: The dangers of the use of illicit drugs and the abuse of alcohol; the University's policy for maintaining a drug-free campus; the availability of employee counseling and rehabilitation services and assistance programs; and the penalties that may be imposed for violations of the University's policy. The University will also notify granting or contracting agencies that if an employee assisting with that grant or contract has had a drug or alcohol-related conviction, the University will require such employee to participate in a substance abuse assistance or rehabilitation program or it could impose other appropriate sanctions.

Employees in need of counseling or rehabilitation services are encouraged to contact the State Employee Assistance Program via the Human Resources Office. Students in need of counseling and rehabilitation services are encouraged to contact the dean of Students Office.

Legal sanctions under local, state, federal law, for unlawful possession, use or distribution of illicit drugs and alcohol include: Shippensburg Borough Ordinance #485 of February 20, 1979; Commonwealth of PA, Controlled Substance, Drug, Device and Cosmetic Act #64 of April 14, 1972; PA Criminal Code, Sections 6307-6308; and 21 U.S. Code 811, 844, 853, 881; U.S. Code 922. In addition, Shippensburg University students are required to abide by the Student Code of Conduct in SWATANERY.

The use of drugs and alcohol frequently creates legal and health problems, conflicts at home and accidents on and off the job. The work habits of users can create unpleasant and dangerous situations for fellow employees, as well as for themselves. Additional information concerning health risks and legal sanctions is available in the dean of Students Office, the human Resources Office, and the Academic deans' Offices.

Approved by President's Cabinet July 24, 1989
as amended November 15, 1999.