



# **Drug Free Workplace**



Thomas More University  
Department of Public Safety

# Drug Free Workplace

## Table of Contents

Drug Free Workplace Statement .....	Page 3
Alcohol Policy.....	Page 3
Drug Policy.....	Page 4
Standard of Conduct.....	Page 4
Sanctions .....	Page 5
Enforcement of Federal and State Drug Laws.....	Page 6
Notice of Drug-Related Conviction.....	Page 7
Health Risks of Alcohol and Drug.....	Page 7
Alcohol.....	Page 7
Marijuana.....	Page 7
Stimulants.....	Page 8
Opioids.....	Page 8
Counseling, Treatment, Rehabilitation and Resources.....	Page 9
Biennial Review.....	Page 9

## **Drug Free Workplace Statement**

Thomas More University is committed to the safety, health, and well-being of its students, faculty, and staff. As part of that commitment, the university works to prevent drug and alcohol abuse among its community through a number of measures, including university policies and regulations, education and counseling, and treatment resources.

As part of our efforts to build greater trust, transparency, and accountability, and in compliance with the Drug-Free Workplace Act of 1988, and the Drug-Free Schools and Communities Act of 1989, the university provides this notice to inform students, staff, and faculty of standards of conduct, sanctions, associated health risks, and the available counseling, treatment and prevention resources for alcohol and/or drug abuse.

Thomas More University policy prohibits the unlawful possession, use or distribution of illegal drugs and alcohol by any member of the University community while on Thomas More University property or as part of any University events or activities. All University community members are expected to fulfill their obligations and responsibilities according to University policy as well as federal, state, and local laws. Disciplinary action imposed by the University may be in addition to criminal penalties. Both students and employees are subject to applicable state and federal laws.

As a recipient of federal grants and contracts, Thomas More University gives notice to students, faculty, and staff that it is in compliance with and shall remain in compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989. This notice informs students, faculty, and staff of the standards of conduct which shall be applicable while on University property, on University business, and/or at University-sponsored activities.

## **Alcohol Policy**

The University expects its students and employees to be acquainted with and abide by state laws and University regulations regarding alcohol and to be aware of the social, physiological, and psychological consequences of excessive drinking to make responsible and informed decisions about the serving and consumption of alcohol. The University provides regular educational programs on alcohol abuse as well as counseling services. The University alcoholic beverage policy is consistent with the laws of the Commonwealth of Kentucky, anyone under the age of twenty-one (21) is not permitted to consume or possess alcohol on university property or at university-sponsored events at any time. The University does not permit alcoholic beverages in classrooms, laboratories, offices, or in the individual rooms of resident halls.

Certain alcoholic beverages (beer and wine only) are permitted on campus at student-sponsored functions with the approval of the Dean of Students. The sponsoring student-organization must be registered with the University for a minimum of six months and will be responsible for enforcing state law and university regulations. Such privileges are limited to the area where the event is taking place. Sponsoring student organizations must submit a Request to Serve Alcohol Form at least three weeks prior to the event. Additional guidelines regarding student-sponsored events are outlined in the Saints Community Standards.

Alcoholic beverages of any kind are prohibited at University-sponsored athletic events on and off campus except in designated areas. Such beverages may be served to adult groups (guests of the University) within the controlled environment of the University or one of the rooms provided to entertain guests.

Intoxication and/or alcohol abuse shall not be permissible as an excuse for unlawful behavior or misconduct. Public drunkenness on campus is prohibited. Disorderly conduct, property destruction, intimidation, verbal abuse or harassment, or any infringements of the rights of others due to the use or abuse of alcohol is prohibited.

## **Drug Policy**

The University is committed to fostering a healthy, safe, and productive environment for all students, faculty, and staff. The unlawful possession, use, distribution, dispensation, or manufacture of illicit drugs, as prohibited by federal, state, or local law, is strictly prohibited. Additionally, the misuse of legal or over-the-counter medications is not permitted. This includes the misuse of one's own prescription medication as well as the use of medication prescribed to another individual. Such behavior is inconsistent with the University's standards of personal integrity and professional responsibility and poses unacceptable risks to the health, safety, and well-being of the University community. Violations of this policy will result in disciplinary action, up to and including suspension or termination.

## **Standards of Conduct**

**Alcohol:** In accordance with Thomas More University regulations students, faculty, and staff are required to abide by state laws concerning alcoholic beverages. Kentucky laws state that if one is under the age of twenty-one (21), it is unlawful to:

1. Purchase, possess, or consume alcoholic beverages.

2. Misrepresent one's age for the purpose of purchasing or consuming alcoholic beverages.
3. Use a fake identification to purchase alcoholic beverages.

No matter what one's age is, Kentucky law states that it is unlawful to:

1. Procure any alcoholic beverages for anyone under twenty-one (21) years of age.
2. Drink or to be drunk in a public place.
3. Sell or give away any alcoholic beverage to a person under twenty-one (21) years of age.

Additionally, it is a violation of state law to operate a motor vehicle while under the influence of any substance which may impair one's driving ability (drugs or alcoholic beverages).

**Drugs:** Under Thomas More University regulations, federal law, and state law, students, faculty, and staff are prohibited from the unlawful possession, use, dispensation, distribution, or manufacture of illicit drugs on University property, on University business, and/or at University-sponsored activities.

Any member of the University student body, faculty, or staff who violate these standards of conduct shall be subject to appropriate disciplinary action up to and including suspension and/or termination. The specifically defined standards of conduct, the disciplinary procedures and the appropriate sanctions are set forth in the following policies:

[Policy - Drug and Alcohol-Free Workplace Policy](#)  
[SAINTS-Community-Standards-2019.pdf](#)

## **Sanctions**

Under Thomas More University regulations, students who violate the alcohol or drug policies are subject to disciplinary action ranging from warning to cancellation of housing contract, suspension, or expulsion.

Faculty and staff who violate the alcohol and drug policies are subject to disciplinary action from a minimum of a warning to a maximum of termination from University employment.

Under state and federal drug laws, the sanction depends on the classification of the controlled substance, the particular activity involved (possession or trafficking which

includes manufacture, sale, and possession with intent to sell), and whether or not multiple convictions are involved.

Under Kentucky law, the most severe penalty for a drug law violation involves trafficking. On a first offense conviction, one may receive a fine of up to ten thousand dollars (\$10,000) and/or a sentence of up to ten (10) years in the penitentiary; for subsequent offenses, the penalties may be doubled.

Under federal laws for simple possession of a controlled substance, one may be imprisoned for up to one (1) year and/or fined up to one thousand dollars (\$1,000). For subsequent offenses, one may be imprisoned for up to three (3) years and/or fined up to five thousand dollars (\$5,000). Under federal law, one may be fined up to eight million dollars (\$8,000,000) and/or may be sentenced from not less than ten (10) years up to life in prison for trafficking in drugs. For violations of other federal drug laws, one may receive life in prison or the death penalty.

Under both state and federal laws, one may suffer the loss of whatever property (house, farm) or possessions (vehicle) which one may have used in the drug trade.

Sanctions for violation of state alcohol laws vary from a fine of ten dollars (\$10) to two thousand dollars (\$2,000), a sentence of forty-eight (48) hours to twelve (12) months in jail, and/or suspension of one's operator license.

## **Enforcement of Federal and State Drug Laws**

Thomas More University will coordinate with local and federal law enforcement officials to strictly enforce all federal and state drug laws, as well as University institutional policies related to:

- Violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment/devices utilized in their preparation and/or use.
- The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.
- Arrests for violation of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Students, staff, and faculty are expected to abide by all federal, state, and institutional drug laws and policy. Failure to do so may result in a University policy violation and/or criminal charges.

## **Notice of Drug-Related Conviction**

In compliance with the Federal Drug-Free Workplace Act of 1988, any employee shall notify the immediate supervisor if the employee is convicted of a criminal drug offense occurring in the workplace or while on University business within five (5) days of the conviction. The University shall take appropriate sanctions and remedies according to its policies. The provisions of this section apply to students who are employees of the University. If the employee is under a federal contract or grant, the University shall notify the contracting or granting agency of the conviction and its actions. This section of this policy is also applicable to students who receive a Pell grant (federal grant).

## **Health Risks of Alcohol and Drugs**

### **Alcohol**

- Short-Term Effects
  - Impaired judgment, coordination, and reaction time
  - Increased risk of accidents, injuries, and violence
  - Alcohol poisoning (which can be fatal)
  - Risky sexual behavior leading to STIs or unplanned pregnancy
- Long-Term Effects
  - Liver damage (fatty liver, hepatitis, cirrhosis)
  - Heart disease and high blood pressure
  - Brain changes affect memory, learning, and mood
  - Increased risk of certain cancers (mouth, throat, liver, breast)
  - Alcohol dependence or addiction

### **Marijuana**

- Short-Term Effects
  - Impaired memory, attention, and coordination
  - Altered perception and slowed reaction time
  - Anxiety or panic attacks
  - Increased heart rate
- Long-Term Effects
  - Difficulty with thinking and memory
  - Risk of dependence or addiction
  - Respiratory issues (if smoked)

- Lower academic and job performance

### **Stimulants (Cocaine, Meth, ADHD Medications Misused)**

- Short-Term Effects
  - Increased heart rate, blood pressure, and body temperature
  - Euphoria followed by fatigue or depression
  - Reduced appetite and sleep disturbances
- Long-Term Effects
  - Heart attack or stroke
  - Anxiety, paranoia, or aggression
  - Severe dental problems (“meth mouth”)
  - Addiction and withdrawal symptoms

### **Opioids (Prescription Painkillers, Heroin, Fentanyl)**

- Short-Term Effects
  - Pain relief and euphoria
  - Drowsiness, nausea, constipation
  - Risk of overdose and death
- Long-Term Effects
  - High risk of addiction
  - Breathing problems, liver damage, or infections
  - Increased tolerance and withdrawal symptoms
  - Overdose risk due to reduced tolerance after abstinence

## **Counseling, Treatment, Rehabilitation and Resources**

- **Thomas More University Counseling Center**

<https://www.thomasmore.edu/info-for/new-current-students/health-counseling-wellness/>

Phone: 859-331-3292 option 1

- **North Key Community Care**

<https://www.northkey.org/resources/>

- **Alcoholic Anonymous**

1729 Madison

Covington, Ky. 41014

859-491-7181

- **St. Elizabeth Medical Center**

<https://www.stelizabethphysicians.com/care/our-services/alcohol-drug-treatment/>

Phone: 859-757-0717

## **Other Resources**

Talking With Your College-Bound Young Adult About Alcohol

[Talking With Your College-Bound Young Adult about Alcohol, 4-page guide](#)

Many other services are available and may be located by searching the internet for “Alcohol Abuse and Addiction – Information and Treatment.”

## **Biennial Review**

The Biennial Review reports on the effectiveness of alcohol and other drugs programs and the consistency of sanction enforcement. It has four objectives:

- To determine the number of drug and alcohol related violations and fatalities that occur on an institution’s campus, as defined by section 485(f)(6) of the Higher Education Opportunity Act, or as part of any of the institution’s activities and are reported to campus officials. (HEA)
- To determine the effectiveness of, and to implement any needed changes to, the alcohol and drug prevention program. (34 CFR 86)
- To determine the number and type of sanctions that are imposed by the institution as a result of drug and alcohol related violations and fatalities on the institution’s campus or as part of any of the institution’s activities. (HEA)
- To ensure that disciplinary sanctions for violating standards of conduct are consistently enforced. (34 CFR 86)