


AUSTIN PEAY STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL

Policy Number: 5:051	Supersedes Policy Number:
Date: April 1, 1989	Dated:
Subject: Drugs in the Workplace	
Initiating Authority: Vice President for Finance and Administration	SBR Policy/Guideline Reference:
Approved:  President	

In accordance with the Drug-free Workplace Act of 1988, Austin Peay State University (APSU) will provide a "drug-free" environment for its employees and students. Accordingly, the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances on University property is prohibited.

Controlled substances include such drugs as opium derivatives, hallucinogens (like marijuana, mescaline, peyote, LSD, psilocybin), cocaine, amphetamines, codeine, heroine, morphine, and other drugs prohibited by law. This definition does not include lawfully prescribed drugs which are being taken under a doctor's care.

In addition to regular employees, this policy applies to all employees working at the University under the guidelines of a federal contract or grant. Compliance with the policy is considered a condition of employment under the terms of the employment contract.

Employees are required to notify the Director of Payroll/Personnel at APSU of any drug conviction resulting from a violation in the workplace. A conviction is defined as a finding of guilt, plea of nolo contendere, or imposition of a sentence by any state or federal judicial body. Failure to provide this notification within five days after conviction will result in automatic termination of employment.

Other violations of this policy will result in suspension and/or termination of employment with the University. A first offense may result in suspension with subsequent violations requiring termination.

On campus help is available to assist employees with drug related problems. The Counseling and Career Development Center in the Office of Student Affairs provides confidential assessment and counseling, referral services, and other employee assistance. Any employee with a drug problem should contact this office for help. Their telephone number is 648-6162.