

DRUG AND ALCOHOL ABUSE PREVENTION POLICY

Clayton State University policies on the use of alcohol and drugs may also be found in the Student Code of Conduct, the Faculty Handbook, the Employee Handbook and the USG Board of Regents Policy Manual.

Note: In compliance with federal regulations relating to the issuance and dissemination of the Drug and Alcohol Abuse Prevention Policy, this brochure is distributed annually to all employees and students.

POLICY

It is the policy of the university that illicit drug use, including their manufacture, sale, distribution, dispensation, possession, or use is prohibited in the workplace, on the campus, or as part of any university activities. Sanctions imposed for violation of this policy are indicated below.

THE DANGERS OF DRUG OR ALCOHOL ABUSE IN THE WORKPLACE AND ON THE CAMPUS

There are millions of employed individuals whose job performance and productivity are adversely affected by their progressive dependence on drugs or alcohol. Report shows as many as 20% of all college students use chemical substances and drugs at a level of concern to themselves and others. Some estimate that 70% of the working population and 90% of college students consume mood-altering chemicals of some type and the cost to the United States economy is estimated to be more than 26 billion dollars per year.

1. Definitions. The following terms are defined for the purposes of this policy and are important for purposes of expressing the university's policy on a drug free workplace:

A. *Controlled Substance* means a controlled substance in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812), as further defined by regulations at 21 CFR 1300.11 through 1300.15, and as defined in the Official Code of Georgia Annotated (O.C.G.A.), Sections 16-13-35 to 16-13-39.

B. *Contract* means a legal instrument reflecting a relationship between the federal government and a recipient whenever the principal purpose of the instrument is the acquisition by purchase, lease, or barter, of property or services for the direct benefit or use of the federal government; or whenever an executive agency determines in a specific instance that the use of a type of procurement contract is appropriate.

C. *Conviction* means 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;

D. *Criminal drug statute* means a federal or non-federal criminal statute involving the manufacture, sale, distribution, dispensation, use, or possession of any controlled substance;

E. *Employee* means an individual receiving a salary, wages, other compensation and/or stipend support from the university.

F. *Federal agency or agency* means any United States executive department, military department, government corporation, government controlled corporation, or any other establishment in the executive branch (including the Executive Office of the President), or any independent regulatory agency.

G. *Grant* means an award of financial assistance, including a cooperative agreement, in the form of money, or property in lieu of money, by a federal agency directly to a grantee. The term grant includes block grant and entitlement grant programs, whether or not exempted from coverage under the grants management government wide regulation ("Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"). The term does not include technical assistance which provides services instead of money, or other assistance in the form of loans, loan

guarantees, interest subsidies, insurance, or direct appropriations; or any veteran's benefits to individuals, i.e., any benefit to veterans, their families, or survivors by virtue of the Service of a veteran in the Armed Forces of the United States.

H. *Grantee* means a legal entity which applies for or receives a grant or contract directly from a federal agency.

I. *Illicit drug use* means the use of illegal drugs and the abuse of other drugs and alcohol.

J. *Student* means an individual registered or enrolled for credit or non-credit in a course or program offered by the university or any of its units.

K. *University activities* mean an activity officially sponsored by Clayton State University.

L. *Workplace* means the physical boundaries of the university and facilities owned or controlled by the university.

2. Philosophy. The unlawful use of drugs or abuse of other drugs and alcohol is inconsistent with the behavior expected of members of the university community. The university is committed to the development and maintenance of a drug-free environment on the campus as well as an environment that prohibits the abuse of other drugs and alcohol and has a drug and alcohol abuse prevention system in operation, accessible to all members of the university community. The university is committed to the further expansion of that program and the dissemination of drug awareness information to the members of the university community. In addition, the university is committed to enforcing the provisions of the Drug Free Communities and Schools Act Amendments of 1989 (Public Law 101-226) and the Georgia Drug-Free Postsecondary Act of 1990.

3. Health Risks

A. Alcohol

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol can lead to dependence. Sudden cessation of regular alcohol use is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol can also lead to permanent damage to vital organs such as the brain and the liver.

Females who drink alcohol during pregnancy may give birth to infants with Fetal Alcohol Syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are a greater risk than other youngsters of becoming alcoholics. Alcohol use is often related to acquaintance rape and failure to protect oneself from sexually transmitted diseases (STDs). Additionally, alcohol-related accidents are the number one cause of death in the 16-24 year old age group.

B. Designer Drugs

Illegal drugs are defined in terms of their chemical formulas. To circumvent these legal restrictions, "underground" chemists modify the molecular structure of certain illegal drugs to produce analogs known as "designer drugs." These drugs can be several hundred times stronger than the drugs they are designed to imitate. Many of the so-called designer drugs are related to amphetamines.

Bootleg manufacture creates overdose and contamination risks. These substances can produce severe neurochemical damage to the brain. The narcotic analogs (fentanyl, china white) can cause symptoms such as those seen in Parkinson's disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause brain damage. The analogs of phencyclidine (PCP) cause illusions, hallucinations, and impaired perception.

C. Cocaine

Cocaine stimulates the central nervous system. Cocaine use can cause death by cardiac arrest or respiratory failure. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Sharing contaminated needles and syringes for injecting cocaine can spread the

AIDS virus, hepatitis, and other diseases. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly. "Crack," or "freebase rock," is extremely addictive, and its effects are felt within ten seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures.

D. Other Stimulants

Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. In addition, users may experience sweating, headaches, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever or heart failure. In addition to the physical effects, users often report feeling restless, anxious, and moody. Higher doses intensify the effects. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions and paranoia.

E. Marijuana (Cannabis)

All forms of cannabis can result in negative physical and mental effects. Use of cannabis may impair or reduce short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that students do not retain knowledge when they are "high". Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system: marijuana smoke contains more cancer-causing agents than tobacco smoke. Long-term users of cannabis may develop psychological dependence and require more of the drug to get the same effect.

F. Hallucinogens

Lysergic acid (LSD), mescaline, and psilocybin cause delusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feeling may change rapidly. It is common to have bad psychological reactions to LSD, mescaline, and psilocybin. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or "flashbacks," can occur even after use has ceased. Users of PCP report persistent memory problems and speech difficulties. Some of these effects may last six months to a year, following prolonged daily use. Mood disorders -- depression, anxiety and violent behavior --also occur. In later stages of chronic use, users often exhibit paranoid and violent behavior. Large doses may produce convulsions and coma, as well as heart and lung failure.

G. Depressants

The effects of depressants are in many ways similar to the effects of alcohol (which is itself a depressant). Small amounts can produce calmness and relaxed muscles, but somewhat larger doses can cause slurred speech, staggering gait, and altered perception. Large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety to convulsions and death.

PENALTIES FOR VIOLATION OF UNIVERSITY POLICY

The university policy prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol on the campus and at university-sponsored events held off campus is intended to protect and support the employees and students of Clayton State University. Therefore, any employee admitting to or convicted of the unlawful possession, use, or distribution of illicit drugs and/or alcohol on the campus or at university sponsored events held off campus will be subject to disciplinary action (up to and including suspension, suspension without pay, and/or termination), may be referred for prosecution, and may be required to satisfactorily participate in a drug and alcohol assistance or rehabilitation program, as agreed upon between the employee and the Department of Human Resources. **Further information concerning employees is available from the Department of Human Resources (phone 678-466-4230).**

Any student admitting to or found to have violated Clayton State University's Student Disciplinary Policies

and Procedures regarding the unlawful possession, use or distribution of illicit drugs and/or alcohol on campus or at university sponsored events (see Clayton State University Student Code of Conduct) will be subject to disciplinary action (up to and including probation, suspension, and expulsion), may be referred for prosecution, and may be requested to satisfactorily participate in a drug and alcohol assistance or rehabilitation program. **Further information concerning students is available from the Office of Judicial Affairs (phone 678-466-5444).**

In addition, penalties under Georgia and federal law appear below:

PENALTIES UNDER GEORGIA LAW

<u>OFFENSE</u>	<u>MINIMUM PUNISHMENT</u>	<u>MAXIMUM PUNISHMENTS</u>
“First Offender”: A person never before convicted of possession of a small amount of controlled substance. (O.C.G.A. 16-13-2(a))	At the discretion of the judge, a First Offender may be afforded first offender treatment, resulting in no record of any conviction, if the defendant successfully completes a court-monitored comprehensive rehabilitative program.	-----
Possession of one ounce or less of marijuana (O.C.G.A. 16-13-2 (b))	-----	Imprisonment not to exceed 12 months and/or a fine not to exceed \$1,000, or “public works” not to exceed 12 months.
Possession of more than one ounce of marijuana (O.C.G.A. 16-13-30j(2))	Confinement of not less than one year	Confinement of not more than 10 years
<i>Trafficking in marijuana</i> (O.C.G.A. 16-13-31 (h))	Depending on amount, minimum of five years confinement and fine of \$25,000.	Depending on amount, maximum of 30 years confinement and fine of \$1 million.
Penalty for violation of the “controlled substances” provision. (Schedule II)	Depending on amount, minimum of five years confinement.	Depending on amount, maximum of 30 years confinement; confinement for life for a second conviction of trafficking narcotics.
Possession of an alcoholic beverage by any person under age 21 (O.C.G.A. 3-3-23.1)	-----	Confinement not to exceed 30 days, or a fine of not more than \$300, or both.
	Georgia law specifies property which is subject to seizure by the state under public condemnation action, if such property was used in	

	a criminal violation.	
<u>OFFENSE</u> Manufacture, distribution, or dispensing drugs (includes marijuana)	<u>MINIMUM PUNISHMENT</u> A term of imprisonment not less than 5 years or more than 20 years, (with 4.5 years mandatory supervisory parole) and a minimum fine of \$250,000	<u>MAXIMUM PUNISHMENT</u> A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed \$4,000,000 for an individual and \$10,000,000 if other than an individual.
Possession of drugs (including marijuana)	A term of imprisonment not less than 1 year and a fine of not less than \$1,000 or both.	Imprisonment for not less than 90 days or more than 3 years, a fine of not less than \$5,000 plus costs of investigation and prosecution.

EMPLOYEE AND STUDENT ASSISTANCE PROGRAMS

Clayton State University’s Counseling and Psychological Services (CAPS) offers the following drug and alcohol abuse information, counseling, rehabilitation, and assistance programs and services:

- 1. Information and Referral:** All members of the university community are eligible to consult with the professional staff of the CAPS regarding the availability of drug abuse assistance programs. Drug and alcohol abuse counseling and rehabilitation program referrals are routinely made to mutual help organizations, private hospitals, public treatment programs, and private drug treatment practitioners. It also maintains a collection of resource materials pertinent to issues of drug abuse. In addition, the CAPS office provides education on alcohol/drug abuse and related concerns for the campus community.
- 2. Individual Counseling:** Individuals are seen on a short-term basis for assistance with drug-related problems. However, it is likely that CAPS will make a referral for alcohol and drug addiction. This service is available to students at no charge. Faculty and staff are able to receive short-term EAP evaluation and referral for such services.
- 3. Employee Assistance Program (EAP):** Clayton State University provides access to counseling and psychological services to faculty and staff through referral to its Employee Assistance Program. The CAPS also provides information, referral, evaluation, consultation, and short-term problem solving.
- 4. Clayton Center Mental Health/Addictive Diseases/Developmental Disabilities:** Offers counseling for anyone affected by alcohol or other drug abuse. Trained alcohol and drug abuse counselors can help select a 12-step program (AA, Alanon, NA, CA, etc.) and/or appropriate treatment. Their address is 853 Battlecreek Road, Jonesboro. Phone 770-478-1099.

Further information regarding these programs and services may be secured from Clayton State University’s Counseling and Psychological Services office located Room 245 of the Student Center; Phone 678-466-5406.

APPLICATION OF POLICY

The Drug and Alcohol Abuse Prevention Policy is supported by a drug free awareness and alcohol education program available to the faculty, staff and students of the university. The Clayton State University Student Code of Conduct provides for disciplinary action against any student or student organization found guilty of committing, attempting to commit, or intentionally assisting in the commission of the misuse of alcohol or other drugs (See Student Code of Conduct, Section II, Paragraph J, Subparagraphs 1, 2 & 3). Specific compliance and reporting items enumerated below (items B, C, D, E) are applicable to all persons employed on federal contracts and grants.

In support of this policy, the university:

- A. Has established a drug free and alcohol abuse awareness program to inform its faculty, staff, and students about the dangers of drug and alcohol abuse in the workplace, the university's policy of maintaining a drug free workplace and a workplace which prohibits the illicit use of alcohol, available drug and alcohol counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug and alcohol abuse violations.
- B. Will provide each student and employee a copy of this policy. In addition, all faculty, staff, and students will be notified of this policy through appropriate publications.
- C. Will notify each university employee and each student that, as a condition of employment on a federal grant or contract, the person, once so employed, must abide by the terms of the policy, and must notify his/her supervisor and the Department of Human Resources of any criminal drug statute conviction for a violation occurring in the workplace not later than 5 days after such conviction.
- D. Will notify the appropriate federal agency within 10 days after receiving notice of criminal drug statute conviction of any university employee engaged in performance of the grant or contract.
- E. Will impose sanctions on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program, by any employee so convicted. Sanctions imposed on employees for violation of this policy may include suspension, suspension without pay, and termination.
- F. Will make a good faith effort to continue to maintain an environment that complies with the Drug Free Workplace Act 1988 and the Drug-free Schools and Communities Act Amendments of 1989.

Will conduct a biennial review of its programs to assess their effectiveness, what changes need to be made, and to ensure the uniform application of sanctions to employees and students.

IMPLEMENTATION

Implementation of this policy is a joint responsibility of the Department of Human Resources, Counseling and Psychological Services, the Department of Public Safety, the Office of the Provost, and the Division of Student Affairs. Notification of the program, including information about health risks and sanctions for violation of the policy, will be provided annually to students and employees. In addition, the university is committed to monitoring and assessing the effectiveness of this program. A biennial review of the program will be undertaken to determine its effectiveness and implement changes to the program if they are needed, as well as to ensure that its disciplinary standards are consistently enforced.

UNIVERSITY RESOURCES AND CONTACT INFORMATION

The following offices/individuals may be contacted regarding questions about this policy or for assistance with drug and alcohol matters:

Counseling Services

Student Center 245

(678) 466-5406

Christine Smith, Director

<http://www.clayton.edu/counseling>

Human Resources

Arbor Hall

(678) 466-4230

Rodney Byrd, Chief Human Resources Officer, Assistant Vice President Human Resources, and Title IX Deputy Coordinator

<http://www.clayton.edu/human-resources>

University Health Services

Laker Village 5809 Northlake Drive Building 1000

(678) 466-4940

Polly Parks, Director

<http://www.clayton.edu/uhs>

Public Safety/Campus Police

Edgewater Hall Room 207

(678) 466-4050

John Keener, Director

<http://www.clayton.edu/public-safety>

Student Affairs

University Center 250

(678) 466-5444

Mr. Jeff Jacobs, Interim Vice President of Student Affairs

www.clayton.edu/community-standards