

# STOCKTON UNIVERSITY



## POLICY

### Drug and Alcohol-Free Workplace

Policy Administrator: Associate Vice President for Human Resources  
Authority: Drug Free Workplace Act, 1988; Executive Order 204 (Kean)  
Effective Date: December 30, 2008; May 30, 2009; August 10, 2010; February 16, 2011; September 26, 2018; December 7, 2022  
Index Cross-References: Policy I-55 Campus Conduct Code, Procedure 3103 Use of University Property, Procedure 6010 Dispensing of Alcoholic Beverages on Campus, Procedure 6140 Disciplinary Guidelines  
Policy File Number: VI-13  
Approved By: Board of Trustees

This Policy and its requirements are promulgated in accordance with the requirements of the Drug-Free Workplace Act of 1988 enacted by the United States Congress, as adopted by the State of New Jersey by Executive Order #204 (Kean). The University will continue its efforts to maintain a drug/alcohol-free environment through adherence to this Policy and by providing ongoing substance abuse awareness and prevention programs.

The illegal possession, use, distribution, dispensation, sale or manufacture of controlled substances and/or alcohol is prohibited on University premises. Violation of this Policy may result in the imposition of employment discipline, progressive discipline, up to and including termination. In addition, at the discretion of the University, any employee convicted of a drug or alcohol offense involving the workplace shall be subject to employee discipline, progressive discipline, and/or required to satisfactorily complete a drug/alcohol rehabilitation program as a condition of continued employment. N.J.S.A. 2C:51-2 requires forfeiture of public office or employment upon conviction of a crime of the third degree or above.

Employees must notify their supervisor if they are convicted of a criminal drug/alcohol offense within two days of the conviction. In the event any such conviction involves an employee working on a Federal contract or grant, the University will notify the granting or contracting Federal agency within ten days of receiving notice of a conviction.

Employees should not engage in any drug or alcohol-related conduct while off duty that may affect their work performance. No employee shall be under the influence of alcohol or any substance that may impair their ability to perform their duties or may present a safety risk to themselves or others at any time when engaged in their employment. An employee is a representative of the University and should act accordingly.

The illegal use of controlled substances and/or alcohol can seriously injure the health of employees; adversely impair the performance of their responsibilities; and endanger the safety and wellbeing of fellow employees, students, and members of the general public.

Therefore, the University strongly urges employees engaged in the illegal use of controlled substances/alcohol to seek professional advice and treatment. Anyone who is employed at Stockton University who has a drug/alcohol problem is encouraged to contact the Office of Human Resources for information about available assistance. Faculty and staff can also contact the University Employee Assistance Program listed on the Office of Human Resources website.

Review History:

	Date
Policy Administrator	08/10/2022
Divisional Executive	08/10/2022
General Counsel	08/11/2022
Cabinet	08/15/2022
President	08/15/2022
Board of Trustees	12/07/2022