

34.02.01.H1 Drug Free Workplace and Campus

Approved: August 2014

Revised: January 21, 2021

Next Scheduled Review: January 21, 2026



Rule Summary

Texas A&M University-Texarkana (A&M-Texarkana) is committed to a drug-free environment and protecting the safety, health and well-being of all employees and students.

The use of illicit drugs and alcohol may have a detrimental impact on the University and its ability to achieve its mission. This rule provides guidelines for implementation of a drug and alcohol abuse awareness, prevention and intervention program for students and employees in accordance with the Drug-Free Workplace Act of 1988, the Drug Free Work Force Rules for Department of Defense (DoD) Contractors, and the Drug-Free Schools and Communities Act of 1989.

This rule must be applied in conjunction with [System Policy 34.02, Drug and Alcohol Abuse](#) and [System Regulation 34.02.01, Drug and Alcohol Abuse and Rehabilitation Programs](#).

Procedures and Responsibilities

1. ADMINISTRATION

- 1.1. Texas A&M University-Texarkana is committed to educating students and employees about alcohol and drug abuse, deterring the irresponsible use of alcoholic beverages, and prohibiting the unlawful manufacture, use, possession, or distribution of controlled substances. The University will act to ensure compliance with the Drug-Free Workplace Act of 1988; the Drug-Free Schools and Communities Act of 1989; the Drug-Free Work Force Rules for Department of Defense (DoD) Contractors; and requirements of the Department of Transportation; or other regulatory bodies and applicable state laws for students and employees.
- 1.2. The Director of Human Resources (for employees) and the Assistant Vice President of Student Affairs (for students) shall inform the Office of General Counsel (OGC) of possible violations of this rule and the advice of an OGC attorney will be secured before testing anyone due to reasonable suspicion of drug or alcohol use or abuse. All testing will follow the procedures described in [System Regulation 34.02.01, Drug and Alcohol Abuse and Rehabilitation Programs](#).
- 1.3. Employees are prohibited from using or being under the influence of controlled substances during working hours, except for the legal use of a controlled substance

prescribed by a licensed physician that is used only in the manner, combination, and quantity prescribed.

- 1.4. Students and employees in violation of this rule may be subject to disciplinary action, which may include dismissal, expulsion, and/or referral for prosecution.
- 1.5. In addition to this rule, students are subject to the alcohol or drug policies found in the Student Code of Conduct. Student-athletes are also subject to the policies related to participation in intercollegiate athletics.

2. AWARENESS AND PREVENTION

- 2.1. To implement an effective alcohol and drug-free awareness and prevention program, the University will use both formal and informal channels of communication to:
 - 2.1.1. Disseminate information describing patterns of addiction and the physical, mental, and emotional consequences that result from the abuse of alcohol and controlled/illegal substances.
 - 2.1.2. Distribute information that describes and encourages the use of counseling and treatment modalities available to both students and employees in the local and regional area.
 - 2.1.3. Make available to campus population referrals to local treatment centers and counseling programs. These referrals will be made within a supportive confidential and non-punitive environment under the auspices of the University Counseling Center, the Office of Student Affairs, the Employee Assistance Program and/or Human Resources.
- 2.2. Students and employees must receive materials annually that contain standards of conduct, a description of the various laws that apply regarding alcohol and drugs, a description of the various health risks of drug and alcohol abuse, a description of counseling and treatment programs that are available, and a statement on the sanctions the university will impose for a violation of the standards of conduct. The Office of Human Resources will notify each employee and the Office of Student Life will notify each student electronically or in writing.
- 2.3. The Clery Compliance Committee will implement the university's alcohol and drug-free awareness and prevention program and biennially review and report on the program in accordance with this rule and [System Regulation 34.02.01, Drug and Alcohol Abuse and Rehabilitation Programs.](#)

3. RESPONSIBILITY TO REPORT AND INVESTIGATE

- 3.1. Employees and students are responsible for reporting a reasonable suspicion of drug or alcohol abuse by employees or students to their immediate supervisor, Human Resources, Office of Student Life, or the University Police Department.

- 3.2. Reasonable suspicion will be established by (1) observation of the actions/behaviors of the individual; (2) a supervisor or other reliable individual witnessing possession or use; or (3) any other legal measure used for alcohol or drug detection.

Related Statutes, Policies, or Requirements

[20 U.S.C. § 1011i, Drug and Alcohol Abuse Prevention](#)

[41 U.S.C. Ch. 10 \(§§ 701-707\), Drug-Free Workplace Act of 1988](#)

[34 C.F.R. Pt. 86, Drug and Alcohol Abuse Prevention](#)

[Texas Health and Safety Code, Chapter 481, Texas Controlled Substances Act](#)

[System Policy 34.03, Alcoholic Beverages](#)

[System Policy 34.02, Drug and Alcohol Abuse](#)

[System Regulation 34.02.01, Drug and Alcohol Abuse and Rehabilitation Programs](#)

Contact Office

Office of Human Resources

(903) 223-3012

Office of Student Life

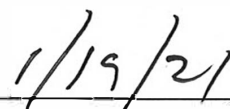
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System Approvals

Approved for Legal Sufficiency:



Ray Bonilla
General Counsel

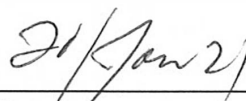


Date

Approved:



John Sharp
Chancellor



Date