

**UNIVERSITY OF CENTRAL ARKANSAS**  
**BOARD POLICY**

Policy Number: 505

Subject: Drug-free Workplace

Date Adopted: 12/89 Revised: 12/12, 08/14

---

The University of Central Arkansas Board of Trustees condemns the unlawful sale, manufacture, distribution, possession, transfer, or use of a controlled substance by any employee of the university. It is the policy of the University of Central Arkansas to abide by the Drug-Free Workplace Act of 1988 and the Governor's Executive Order 89-2 of March 30, 1989. Therefore, the unlawful sale, manufacture, distribution, possession, transfer, or use of a controlled substance in the university's workplace is prohibited. Accordingly, following are policy statements, which shall govern the various forms of controlled substance abuse on the university campus or in the university workplace.

1. The university will not differentiate between drug users and drug pushers or sellers. Any employee who gives or in any way transfers controlled substances to another person, or sells or manufactures a controlled substance, or uses a controlled substance while on the job, on university premises, or in university vehicles will be subject to discipline up to, and including, termination.
2. The term "controlled substance" means any drug listed in 21 USC § 812 and other federal regulations. Generally, these are drugs that have a high potential for abuse. Such drugs include, but are not limited to, heroin, marijuana, cocaine, PCP, "crack," and "ice." Also included are legal drugs which are not prescribed by a licensed physician.
3. Each employee is required by law to inform the university within five days after he or she is convicted of violation of any federal or state criminal drug statute if such violation occurred on university premises. A conviction means a finding of guilt (including a plea of *nolo contendere*) or the imposition of a sentence by a judge or jury in any federal court, state court, or other court of competent jurisdiction.
4. The university will notify the Federal Funding Agency of the conviction of any employee for drug use or abuse who is employed in a position utilizing federal funds or a federal grant within ten days of receiving notice of the conviction from the employee or otherwise receiving actual notice of such conviction.
5. If an employee is convicted of violating any criminal drug statute while in the workplace, he or she will be subject to discipline up to, and including, termination. Alternatively, and at the sole discretion of the university, the employee may be required to successfully

complete a drug rehabilitation program sponsored by an approved private or government institution.

6. Abiding by the Drug-free Workplace policy is considered to be a condition of employment for all university employees. The associate vice president for human resources and risk management will insure that all employees acknowledge, in writing, receipt of a copy of this policy.
7. This policy is intended to comply with the rules published by the Federal Office of Management and Budget on January 31, 1989, in the *Federal Register*, implementing the Drug-Free Work Place Act of 1988 and the Governor's Executive Order 89-2 dated March 30, 1989.