

May 27, 1997

**ADMINISTRATIVE MEMORANDUM NO. 51**

To: Vice Presidents, Deans, Directors, Department Chairs, and Other  
Administrative Officials

From: Salme H. Steinberg, President

Subject: Drug and Alcohol Abuse

Note: A copy of the full policy of Northeastern Illinois University (the "University") on Drug and Alcohol Abuse is distributed annually in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units.

Consistent with its mission as a public institution of higher education, the University is committed to educating students, faculty, and staff on the dangers of alcohol and drug abuse, and to establishing standards of conduct that maintain a campus environment in which such abuse is prohibited. These standards are intended to be in full compliance with the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) promulgated by the Department of Education to implement section 22 of the Drug-Free Schools and Communities Act Amendments of 1989, which adds section 1213 to the Higher Education Act and section 5145 to the Drug-Free Schools and Communities Act (collectively referred to as the "Act").

**DISTRIBUTION:**

In accordance with the Act, the University makes an annual distribution in writing of its Policy on Drug and Alcohol Abuse to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study.

**STANDARDS OF CONDUCT AND PROHIBITIONS:**

Employees and students, in their affiliation with the University, shall not manufacture, possess, use, deliver, sell or distribute any substance prohibited by the Illinois Cannabis Control Act, the Illinois Controlled Substance Act, or any other State or Federal statute, except as authorized by law, consistent with the regulations of the University's Board of Trustees. Further, faculty, staff, and students may not possess or consume alcoholic beverages on University property or at University-sponsored activities except in accordance with the University's Alcohol Policy (See Use of Facilities Policies and Procedures Manual) -- which expressly limits consumption of alcoholic beverages to persons 21 years of age or older, who are attending as specific invitees of the President or appropriate Vice President or designee, a function specifically approved by the President or appropriate Vice President or designee, held in a specifically approved designated area.

#### APPLICABLE LEGAL SANCTIONS:

Employees and students who violate State and/or Federal law may be subject to criminal prosecution. A number of Illinois and Federal criminal statutes provide extended definitions of what constitutes illegal possession, use, and distribution of alcohol and drugs. Criminal penalties for violations of Illinois statutes include terms of imprisonment for up to sixty (60) years and fines of up to \$500,000. Equally severe penalties and sanctions may be imposed for violations of Federal statutes. Detailed information on penalties and sanctions is distributed to all students, faculty, and staff annually and is available from the Dean of Students Office. Definitions of legal sanctions under Illinois law for the unlawful possession, use, and distribution of illicit drugs and alcohol are included in 720 ILCS Sec. 570/201 et seq. and 720 ILCS Sec. 550/1 et seq., copies of which are available for review by students and employees in the University library.

#### HEALTH RISKS:

The abuse or illegal use of alcohol and the illegal use of controlled substances can seriously injure the health of employees and students, adversely impair the performance of their duties and their academic achievements, and endanger the safety and well-being of fellow employees, students, and others. Further information about the health risks associated with the use of alcohol and controlled substances is distributed to all students, faculty and staff annually and is also available from the Dean of Students Office.

#### COUNSELING AND SUPPORT SERVICES:

##### 1. Students

The University Counseling Office offers counseling and referral services to students who have drug or alcohol abuse-related problems. The Dean of Students Office provides (a) information about on-campus substance abuse self-help groups, (b) referrals to off-campus prevention and treatment resources, and (c) substance abuse information and prevention literature.

##### 2. Employees

Employees and their dependents who encounter drug and alcohol abuse problems are encouraged to seek assistance voluntarily from the University's Employee Assistance Program (EAP). If job performance is adversely affected by drug or alcohol abuse, an employee may be referred to the EAP. Participation in the EAP is confidential and is encouraged by the University; however, it will not preclude normal disciplinary action or relieve an employee of responsibility for performing assigned duties in a safe and efficient manner.

## DISCIPLINARY SANCTIONS:

### 1. Student Sanctions

The University will impose disciplinary sanctions (consistent with local, State, and Federal law) on students who violate the University's foregoing policy up to and including expulsion and referral for prosecution and completion of an appropriate rehabilitation program, all in accordance with the Student Conduct Code. Furthermore, student employees who violate the University's foregoing policy may be subject to termination of employment.

### 2. Employee Sanctions

The University will impose disciplinary sanctions (consistent with local, State and Federal law) on employees who violate the University's foregoing policy up to and including possible termination of employment and referral for prosecution.