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Ohio Wesleyan University is committed to providing a safe, healthy work environment for all employees.

The Drug-Free Schools and Communities Act Amendments of 1989, 20 U.S.C. 1 145g (1989), requires Ohio Wesleyan to distribute information annually regarding the University's drug and alcohol policy. It is imperative that all employees are aware of the policy and understand that the University is committed to maintaining a drug-free campus for employees and students.

Please read this document carefully and retain it for your records. Faculty and staff may contact Human Resources at 740-368-3388 with questions.

Standards of Conduct

Ohio Wesleyan University, in accord with the Drug-Free Schools and Communities Act Amendments of 1989, adopted a drug and alcohol policy and prevention program effective September 1, 1990. Under this policy, the University:

- prohibits the unlawful production, distribution, dispensing, possession, or use of any drug or controlled substance in the workplace;
- prohibits any drug abuse offense in the workplace;
- prohibits the illegal use or abuse of alcohol at work;
- will take disciplinary action when this policy is violated by employees.

Discipline

Disciplinary actions for staff and administrative employees may include oral warnings, written reprimands, unpaid suspension from work, probation, counseling, termination of employment, and/or reporting the offense to the appropriate law enforcement agency for prosecution. Disciplinary actions for faculty shall be governed by the applicable policies and procedures set forth in the Faculty Handbook.

The University also may require that policy violators complete a drug or alcohol assistance rehabilitation program. Violators who refuse to do so, or who do not satisfactorily complete a rehabilitation program, may be subject to further disciplinary action, including termination.

The University will not take disciplinary action against violators who seek treatment for drug or alcohol dependency – whether they do or do not voluntarily disclose dependency – provided such dependency does not interfere with job performance, become habitual, or pose a direct threat to the property or safety of the University or its employees.

Those disciplined because of drug or alcohol dependency may formally appeal the action through the appropriate grievance procedures governing faculty, staff, or administrative employees.

Federal, State, and Local Sanctions for Unlawful Possession or Distribution of Illegal Drugs and Alcohol

OWU observes all laws governing the sale, purchase, and serving of alcoholic beverages by all members of its community, and expects that these laws will be adhered to at all events associated with the University. This includes activities on the OWU campus and at off-campus functions sponsored by or supported by OWU or any of its affiliated groups.

The following information is provided as a general summary of the major applicable laws. Please keep in mind that laws frequently are amended and reinterpreted, that the application of law to specific situations generally requires an analysis of all

facts and circumstances, and that this information, therefore, should not be substituted for specific legal advice. If you are charged with a crime, it is important to seek the advice of an attorney.

Federal Penalties and Sanctions for Illegal Drug Offenses

Federal law prohibits and penalizes the manufacture, distribution, possession with intent to manufacture or distribute, and simple possession of illegal drugs. Federal sanctions for the illegal possession of drugs include imprisonment for up to 1 year and/or a minimum fine of \$1,000 for a first conviction; imprisonment from 15 days to 2 years and a minimum fine of \$2,500 for a second drug conviction; and imprisonment from 90 days to 3 years and a minimum fine of \$5,000 for a third or subsequent drug conviction. For possession of a mixture or substance that contains a cocaine base, federal sanctions include 5-20 years in prison and a minimum fine of \$1,000, for a first conviction if the mixture or substance exceeds 5 grams, for a second conviction if the mixture or substance exceeds 3 grams, and for a third or subsequent conviction if the mixture or substance exceeds 1 gram. Additional possible penalties include, but are not limited to, civil fines up to \$10,000 per violation; denial of federal benefits, such as student loans and grants; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm.

State Penalties and Sanctions for Alcohol and Illegal Drug Offenses

The criminal and traffic laws of the State of Ohio describe a wide range of alcohol and other drug offenses. The following is a brief synopsis of select laws.

- No person under the age of 21 may possess, consume, purchase, attempt to purchase, share the cost of, or pay for alcoholic beverages. It is illegal for anyone to sell or furnish any alcoholic beverages to an underage person. (Ohio Revised Code 4301.62)
- It is illegal to knowingly furnish any false information, including the name, age, or other identification of any person less than 21 years of age for the purpose of obtaining or with the intent to obtain alcoholic beverages. (Ohio Revised Code 4301.63)
- Except where allowed by permit, it is illegal to possess an opened container of an alcoholic beverage in any public place. (Ohio Revised Code 4301.63)
- It is against the law to operate any vehicle under the influence of alcohol or other drugs. A person convicted of operating a vehicle under the influence is subject to a fine, time in jail, and the suspension of his or her operator's license or driving privileges in the state. It is important to note that:
 - A person can be arrested and convicted even if the Breath Alcohol Content is below .08%.
 - A person can be arrested for DUI on private property.
 - The behavior of the driver may determine whether the person is under the influence regardless of the breath alcohol content.
 - Possession of any amount of cocaine, LSD, crystal methamphetamine, or heroin is a fifth-degree felony, which carries a possible prison term of 6 to 12 months, up to a \$2,500 fine, and a mandatory operator's license suspension of six months (minimum) up to five years.
 - Convictions for drug-related offenses may make an individual ineligible for employment requiring special licensing, such as for attorneys, health care professionals, aviation pilots, law enforcement, etc., as well as for industrial positions requiring some level of security clearance, such as engineering, computer, and aerospace technology. Such convictions may also prevent obtaining educational grants and other tuition assistance.

Local Penalties and Sanctions for Alcohol and Illegal Drug Offenses

The codified ordinances of the City of Delaware, which apply to students, staff, and visitors while on campus or otherwise within the city limits, are modeled after and closely resemble the state criminal and traffic laws. The illicit possession, use, and distribution of drugs are prohibited and penalized by local (as well as by federal and state) law. Likewise, the illegal possession, use, sale, and purchase of alcohol is prohibited and carries criminal sanctions.

Under Ohio and federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs. Federal sanctions for the illegal possession of drugs include imprisonment of up to 1 year and/or a minimum fine of \$1,000 for a first conviction; imprisonment for 15 days to 2 years and a minimum fine of \$2,500 for a second drug conviction; and imprisonment for 90 days to 3 years and a minimum fine of \$5,000 for a third or subsequent drug conviction.

Ohio law prohibits the purchase or possession of alcohol by a person under age 21, or the furnishing of alcohol to such a person. Driving under the influence of alcohol or other drugs also is illegal. Punishment for these offenses may include imprisonment, payment of a fine, mandatory treatment and education programs, community service, and mandatory loss of one's driver's license.

Health Risks

Ohio Wesleyan University is concerned that its employees enjoy a state of good health. Because the use and/or abuse of illegal drugs and the abuse of alcohol present a hazard to employees' physical well-being and job performance, the University strongly discourages these behaviors.

Tobacco and Nicotine

Smokers are more likely than nonsmokers to contract heart disease and certain types of cancer. Chronic obstructive lung diseases, such as emphysema and chronic bronchitis, are 10 times more likely to occur among smokers than nonsmokers. Nicotine is both psychologically and physically addictive.

Alcohol

Low doses significantly impair the judgment and coordination needed to operate vehicles. Small amounts can also lower inhibitions. Moderate to high doses cause marked impairments in higher mental functions, loss of memory, and the ability to learn and remember information. High doses cause respiratory depression and death. Long-term consumption can lead to dependence and permanent damage to vital organs such as the brain and liver. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects previously described.

Cannabis

(Marijuana, Hashish, Hashish Oil, Tetrahydrocannabinol) Physical effects of cannabis include increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite. Use of cannabis may impair or reduce short-term memory and comprehension, alter sense of time, reduce ability to perform tasks requiring concentration and coordination, and impair driving ability. Motivation and cognition may be altered, making the acquisition of new information difficult. Cannabis can also produce paranoia and psychosis. Long term use may result in possible lung damage, reduced sperm count motility, and may affect ovulation cycles. Cannabis can also be psychologically addictive.

Inhalants

(Nitrous Oxide, Amyl Nitrite, Butyl Nitrite, Chlorohydrocarbons, Hydrocarbons) Immediate effects of inhalants include

nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays also decrease the heart and respiratory rates and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage. Deeply inhaling vapors, or using large amounts over a short time, may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing oxygen in lungs. Long-term use can cause weight loss, fatigue, electrolyte imbalance, muscle fatigue, and permanent damage to the nervous system.

Cocaine

(Powder or Crack) Cocaine stimulates the central nervous system. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause nasal irritation; chronic use can ulcerate the mucous membrane of the nose. Crack or freebase rock is extremely addictive. Physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures. The use of cocaine can cause death by cardiac arrest or respiratory failure.

Stimulants

(Amphetamines, Methamphetamines, Crank, Ice) Stimulants cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. Users may experience sweating, headache, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause rapid or irregular heartbeat, tremors, loss of coordination, and physical collapse. Amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. In addition to physical effects, feelings of restlessness, anxiety, and moodiness can result. Use of large amounts over a long period of time can cause amphetamine psychosis that includes hallucinations, delusions, and paranoia. The use of amphetamines can cause physical and psychological dependence.

Depressants

(Barbiturates, Methaqualone, Tranquilizers) 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. Combination of depressants and alcohol can multiply effects of the drugs, thereby multiplying risks. The use of depressants can cause both physical and psychological dependence.

Hallucinogens

(PCP, LSD, Mescaline, Peyote, Psilocybin) Phencyclidine (PCP) interrupts the functions of the neocortex, the section of the brain that controls intellect and instinct. PCP blocks pain receptors, and users can have violent PCP episodes resulting in self-inflicted injuries. Lysergic acid diethylamide (LSD), mescaline, and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors.

Narcotics

(Heroin, Methadone, Codeine, Morphine, Meperidine, Opium) Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. Users may experience constricted pupils, watery eyes, and itching. Overdoses may produce respiratory depression, clammy skin, convulsions, coma, and death. Use of narcotics can also cause physical and psychological dependence.

Designer Drugs

(Analogues of Fentanyl, Analogues of Meperidine, MDMA, Ecstasy Analogues of PCP) Many "designer drugs" are related to amphetamines and depressants and have mild stimulant and depressant properties. Use can produce severe neurochemical damage to the brain. Narcotic analogues can cause symptoms such as those seen in Parkinson's disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage. Analogues of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. Analogues of PCP cause illusions, hallucinations, and impaired perception.

Local Counseling and Rehabilitation Programs:

Drug or alcohol counseling is available to staff through the University Employee Assistance Program or the University health insurance plan. Contact Human Resources for information.

Local drug counseling and rehabilitation programs:

Central Ohio Mental Health Center

250 S. Henry Street
Delaware, OH 43015
Phone: 740-369-4482

Mid-Ohio Psychological Services, Inc.

236 West Central Avenue
Delaware, OH 43015
Phone: 740-417-9265

Recovery & Prevention Resources

118 Stover Drive
Delaware, OH 43015
Phone: 740-369-6811

Second Chance Counseling Center Inc.

6011 Columbus Pike
Lewis Center, OH 43035
Phone: 614-635-9011

Maryhaven

88 N. Sandusky Street
Delaware, OH 43015
Phone: 740-203-3800