

DRUG AND ALCOHOL ABUSE PREVENTION POLICY

It is the goal of Fontbonne University to promote a drug-free living and learning environment.

In accordance with the mandate of federal legislation, the manufacture, distribution, possession or use of illicit drugs, and the unlawful possession, use or distribution of alcohol on Fontbonne University property and off-site campus locations or as a part of any of its activities is prohibited. Violations of the policy will be handled according to procedures covering the conduct of administrators, faculty, students and staff.

STANDARDS OF CONDUCT - ILLICIT DRUGS

The unlawful manufacture, possession, distribution or use of illicit drugs on Fontbonne University property and off-site campus locations or as a part of any of its activities by students, employees, or their guests is prohibited.

STANDARDS OF CONDUCT – ALCOHOL

The possession and use of alcohol by persons under the age of 21 years is prohibited. University policies limit the lawful use of alcohol by persons 21 years of age or older to specific occasions and designated locations. Students are responsible for their behavior, and students and organizations will be held accountable for any misconduct related to the use of alcohol. In the event of violations of alcohol policies, students will be subject to disciplinary action. In addition, Fontbonne may notify the student's parents or guardian of the violation if the student is under 21 years of age and in some cases if the student is 21 years of age or older.

- A. No alcoholic beverages are allowed in unapproved areas. Unapproved areas include but are not limited to lounges, hallways, courtyards, and outside of buildings. In addition, St. Joseph's Residence Hall aspires to be an alcohol-free building: no alcoholic beverages are allowed by residents or guests, even if they are 21 or older. While Fontbonne respects students' right to privacy, it retains its right to enter residence hall rooms if there is sufficient reason to believe that University policies have been violated.
- B. While Fontbonne respects students' right to privacy, it retains its right to enter any residence hall rooms if there is sufficient reason to believe that University policies have been violated.
- C. While responsibility for personal patterns of alcohol use is essentially that of the individual, there are ethical and value issues related to the use of alcohol. Alcohol misuse and abuse can lead to academic failure, physical and psychological dependency, organ damage, and threats to student safety and well-being. The Fontbonne community is called upon to be responsible and responsive to those who are in the developmental process of forming their own codes of personal behavior. The Student Affairs Office offers prevention and intervention alcohol awareness programs, literature, personal counseling and off-campus referrals for assistance with alcohol-related concerns.

Alcohol Serving Policies and Procedures:

Alcohol Serving Policy- Because of Liquor license restriction from the State of Missouri, St. Louis County, and the City of Clayton, any event sponsor (defined as any Fontbonne University individual, organization, or department, or any non-affiliated campus individual or group) that plans to serve alcohol at an on-campus event, must make arrangements through Ameriserve which holds the liquor license for the Clayton campus. Event Sponsors must allow 20 business days advance notification.

Alcohol Serving Procedures-

1. Bartenders/servers must be contracted through Ameriserve. Ameriserve will provide one (1) bartender per seventy-five (75) people. The Catering Manual states there is a \$50.00 per bartender per hour set-up fee with a minimum of two hours. The organization or department sponsoring the event will be billed for the bartenders' service. There cannot be a cash exchange.

Event Sponsors wishing to use Caterers other than Ameriserve to serve alcohol must follow these guidelines:

- A. Event Sponsors must request initial permission from the appropriate Vice President or General Services Manager;
 - B. Event Sponsors must obtain and send a copy of the caterer's insurance certificate and liquor license to Ameriserve for each event;
 - A. If approved, Ameriserve will send approval with a copy of alcohol serving policies to both the Event Sponsor and Caterer. The Caterer must comply with all provisions of this policy.
 - B. If the Caterer outside of Ameriserve is not approved, Event Sponsors must either use Ameriserve or not serve alcohol at their event.
 - C. Event Sponsors will be held accountable if failing to comply with these policies and may be denied permission to serve alcohol at future events.
2. Ameriserve bartenders/servers must be 21 years of age and be knowledgeable about the drinks being mixed and/or served. Ameriserve supervisors and bartenders/servers will successfully complete TIPS training.
 3. Alcoholic beverages will only be served by the individual glass, bottle, or can. No kegs or pitchers of beer will be served. Ameriserve will determine and monitor the number of drinks serve to individuals.
 4. Depending on the nature of the event, Ameriserve bartenders/servers will card individuals requesting an alcoholic beverage and stamp individuals who are 21 years or older.
 5. In most cases, Event Sponsors must not take unused and/or unopened alcohol from an event. Ordinarily, Ameriserve will be responsible for the disposal of unused and/or unopened alcohol from an event. If Ameriserve is unavailable to remove the unused or unopened alcohol at the end of an event, the event sponsors are responsible for collecting and retaining it until it can be retrieved by Ameriserve.
 6. If alcohol is donated to Fontbonne for an event, it must be given to Ameriserve. Ameriserve will then serve the alcohol at no charge for the beverage. Ameriserve will not serve alcohol from donated kegs.
 7. Alcohol advertising (e.g., "B.Y.O.B.") for any on or off-campus event is not permitted.

8. All events must have a specified beginning and end time. Serving of alcoholic beverages will cease one-half hour prior to the end of the event. Food must be served at events that have alcohol available.
9. Student organizations requesting to serve alcohol at an event must contact the Director of Leadership Education and Student Activities for approval and additional procedures.
10. Event sponsors are responsible for:
 - A. Notifying Public Safety for events where the attendance is anticipated at 100+ participants. Public Safety should be contacted a minimum of 10 business days prior to the event.
 - Public Safety may request that a Public Safety officer or off-duty public officer be hired for the duration of the event. Additional fees will apply at the expense of the Event Sponsor.
 - B. At the beginning of the event, introducing themselves and other event sponsors to the bartenders/servers and Public Safety or Off-Duty Officers, if present.
 - C. Monitoring that individuals do not bring alcohol into an event or take alcohol away from an event.
 - D. Creating signage stating individuals cannot bring alcohol into an event or take alcohol away from an event. (Signage should be removed by the Event Sponsors once the program is over.)
11. Generally, if the event is hosted in the Dunham Student Activity Center Alumni Caf^e, alcohol may only be served if the snack bar is closed.
12. Ameriserve bartenders/servers are responsible for reporting any disruptions in the serving area to Event Sponsors and/or Public Safety.

Student Drug Testing Policy

Fontbonne University promotes a safe, drug-free living and learning environment. As stated above, Fontbonne University prohibits the use, possession, manufacture or distribution of illegal drugs or other controlled substances as well as the use or possession of drug paraphernalia.

Fontbonne University believes that drug testing based on a reasonable suspicion of drug use is appropriate to ensure the health, safety and welfare of its students and to assist students before they may harm themselves or others. Accordingly, Fontbonne University may require a student to submit to a drug test if a student has acknowledged substantial drug use or when there is reasonable suspicion that a student is under the influence of illegal drugs or controlled substances. Reasonable suspicion is based on the student's appearance, behavior or conduct that indicates the student may be under the influence of an illegal drug or controlled substance. When an incident occurs, the Student Affairs Office should immediately be notified to review the facts and circumstances in order to determine if reasonable suspicion exists and the appropriate course of action.

Fontbonne University will engage the services of a qualified laboratory to conduct the drug test. A positive test result for unlawful drugs (or lawful drugs not used in connection with and in conformity with a physician's prescription) or an adulterated or diluted sample as reported by the testing laboratory, may result in the student not being permitted to live on campus, suspension, dismissal or other action that Fontbonne University, in its sole discretion, deems appropriate

depending on the circumstances. If a student refuses to take a drug test, such refusal will be treated the same as a positive test result.

Fontbonne University recognizes that substance abuse is an illness and a health problem. Fontbonne University is willing to help students obtain assistance needed in the resolution of a substance abuse problem.

Fontbonne University will make good faith efforts to maintain the confidentiality of all drug test results. Test results may be disclosed to the student, the student's parents or guardians, and to those who have a legitimate need to know, as determined by Fontbonne University, in its sole discretion.

Drug Free Workplace

The unlawful use of a controlled substance in any setting is dangerous. Employees of Fontbonne University, including students in work study positions, who unlawfully use a controlled substance in the workplace not only jeopardize their own employment and safety, they also place other employees, our students and guests of the University at personal risk. All employees of the University serve as role models for students. And, the unlawful use of a controlled substance in the workplace would not only violate laws, but is contrary to the spirit and mission of Fontbonne University.

Fontbonne abides by the provisions of the Higher Education Amendment of 1998 and all employees and students, including those making application for Federal Pell Grants, are required to sign a statement of compliance.