

**Hebrew Union College-Jewish Institute of Religion**  
**Annual Notification Re: Drug-Free Campus**  
**Policy and Procedures**

Purpose

Hebrew Union College-Jewish Institute of Religion is required to establish an institution-wide policy that promotes a drug-free and alcohol-free workplace in compliance with the Drug-Free workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989.

Policy

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, illicit drug or alcohol in and on the property of the Hebrew Union College-Jewish Institute of Religion or as a part of any College-Institute activity is prohibited. Any student, faculty, or staff member who is determined to have violated this policy shall be subject to disciplinary action up to and including discharge and/or expulsion. The College-Institute will comply with all statutory and regulatory requirements, including those for information and notification.

Procedure

1. The College-Institute is required to inform the entire College community of the applicable legal sanctions under local, state or federal law for the unlawful possession or distribution of illicit drugs and alcohol. These are described on Appendix A (attached).
2. We believe that the health risks associated with the use of illicit drugs and in the abuse of alcohol are well known to the members of our College community. We also call to your attention Appendix B (attached) which lists the uses and effects of controlled substances.
3. The College-Institute does not itself maintain services for drug counseling or rehabilitation. College community members are strongly encouraged to be aware of and/or to take advantage of the many assistance programs available in our community. See Appendix C (attached) for a listing of services and phone numbers.
4. The law requires that an HUC-JIR student, faculty, or staff member must notify the College-Institute of any criminal drug statute conviction for a violation occurring on the campus or as part of College-Institute activity not later than five days after such conviction. Any person who is convicted of such offense will be subject to discipline as described above and/or be required to participate in a drug/alcohol abuse assistance or rehabilitation program.

THIS NOTIFICATION IS ISSUED AS A SUPPLEMENTARY PART OF CURRENTLY EXISTING REGULATIONS WHICH APPEAR IN THE STUDENT AND STAFF HANDBOOKS.