



I. Policy Title

Drug and Alcohol Policy

II. Policy Purpose and Statement

Fort Valley State University (FVSU) is committed to providing a safe, healthy, and productive, and comfortable environment for all employees, students, and visitors. The unlawful manufacture, distribution, dispensation, possession, or use of controlled substances and alcohol in the workplace, on institution-owned property, or as part of any work-related activity is prohibited. This policy ensures consistency with state and federal law, as well as University System of Georgia (USG) policies and procedures.

III. Policy Application and Effective Date

- A.** This policy applies to all FVSU employees (faculty, staff, and student workers), students, guests, and subcontractors.
- B.** This policy is effective as of October 27, 2025.

IV. Definitions

- A. Alcohol:** ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, from whatever source or by whatever process produced.
- B. Alcohol Beverage:** means and includes all alcohol, distilled spirits, beer, malt beverage, wine, or fortified wine.
- C. Consumption of Alcohol:** the act of drinking or ingesting any amount of an alcoholic beverage.
- D. Controlled Substance:** a drug, substance, or immediate precursor in Schedules I through V of Georgia Code §16-13-25 through 16-13-29 and Schedules I through V of 21 C.F.R. Part 1308.
- E. Dangerous Drug:** any drug, other than a controlled substance, which cannot be dispensed except upon the issuance of a prescription drug order by a practitioner authorized under Georgia Code §16-13-71.
- F. Distribution of Drugs:** the sharing of illegal drugs/controlled substances with or giving them to others.

G. Illegal Drugs: all controlled substances and the illegal use of dangerous drugs.

The term illegal drug shall not include any drug used pursuant to a valid prescription or used as authorized by state or federal law.

H. Manufacture: production, preparation, propagation, compounding, conversion, or processing of a controlled substance, either directly or indirectly by extraction from natural substances or by means of chemical synthesis. This term also includes the packaging, repackaging, labeling, or relabeling of a controlled substance or its container.

Manufacturing does not include preparation, compounding, packaging, or labeling carried out by a licensed practitioner as part of professional practice in administering or dispensing a controlled substance, or when conducted under a practitioner's supervision for research, teaching, or chemical analysis purposes, and not for sale.

I. Marijuana: all parts of the plant of the genus Cannabis, whether growing or not, including the seeds, resin, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin.

This definition excludes: (1) samples described in subparagraph (P) of paragraph (3) of Georgia Code § 16-13-25; (2) completely defoliated mature stalks, fiber produced from such stalks, oil, or cake; (3) completely sterilized seeds incapable of germination; (4) hemp or hemp products, as defined in Georgia Code § 2-23-3; and (5) products approved by the federal Food and Drug Administration under § 505 of the federal Food, Drug, and Cosmetic Act.

J. Possession of Alcohol or Drugs: the act of having alcohol or illegal drugs/controlled substances in one's physical custody or under one's control.

Possession includes, but is not limited to, holding the substance, carrying it on one's person, storing it in clothing, bags, vehicles, residences, or any other personal property, regardless of the duration of possession.

K. Sale of Drugs: the exchange of illegal drugs/controlled substances for money or other forms of compensation.

L. Use of Drugs: the act of ingesting, inhaling, drinking, eating, and/or any other method of introducing an illegal drug or controlled substance into one's body.

V. Policy

A. Drug-Free Workplace

The use, consumption, possession, distribution or sale of any narcotic, dangerous drug, or controlled substance by any employee of FVSU for which such employee does not have a legal license or valid prescription is strictly prohibited.

Any employee who is convicted of unlawful manufacture, distribution, sale, use or possession of a controlled substance, an illegal or dangerous drug, or who admits guilt of any such offense in a court proceeding, shall be subject to disciplinary action up to and including termination. It is the employee's responsibility to inform the Office of Human Resources within 72 hours of such convictions and/or admittance of guilt.

B. Alcohol on Campus

The University supports all federal, state and local laws relating to the use of alcoholic beverages. The use, possession, consumption, distribution or sale of alcoholic beverages on any property owned or leased by FVSU is prohibited. However, the use, possession, consumption, distribution, or sale of alcoholic beverages, subject to the laws of the State of Georgia, may be permitted with the prior approval of the Vice President of University Advancement, or his/her designee.

i. Purchase of Alcohol

FVSU funds shall not be used for the purchase of alcoholic beverages.

ii. Sale¹ of Alcoholic Beverages on FVSU Property

The sale of alcoholic beverages on-campus is generally not permitted. Exceptions may be approved by the Vice President of University Advancement or his/her designee where the sale is by a vendor with a proper alcohol license in accordance with state and local law. A separate application (Restricted Alcoholic Beverage Use Approval Form) for the sale or distribution of alcoholic beverages must be approved by the Vice President of University Advancement, or his/her designee, in consultation with the Chief of Campus Safety and Police with respect to security considerations.

iii. Areas Open to the Public

FVSU prohibits the possession and use of alcoholic beverages in areas open to the public, including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the State of Georgia, may be permitted at FVSU-sponsored activities in areas designated by, and with the prior approval of, the Vice President of University Advancement, or his/her

¹ For purposes of this section, the term "sale" shall also refer to the "use" or "consumption" of alcohol.

designee. In these instances, all laws surrounding alcohol consumption, including but not limited to the drinking age of 21, will be enforced.

iv. Private or Closed Areas

FVSU prohibits the sale, use, possession, and dispensing of alcoholic beverages in conference rooms, offices, office reception rooms, and areas of buildings not open to the public or from which the public has been excluded. However, subject to the laws of the State of Georgia, the sale, use, possession, and dispensing of alcoholic beverages may be permitted in specific private or closed areas designated by, and with the prior approval of, the Vice President of University Advancement, or his/her designee. In these instances, all laws surrounding alcohol consumption, including but not limited to the drinking age of 21, will be enforced.

v. Education and Research Areas

FVSU specifically prohibits the sale, use, possession, and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas, areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility which is being used for one of the above functions. However, subject to the laws of the State of Georgia, the sale, use, possession, and dispensing of alcoholic beverages in areas specified in this section may be permitted with the prior approval of, the Vice President of Advancement, or his/her designee. In these instances, all laws surrounding alcohol consumption, including but not limited to the drinking age of 21, will be enforced.

vi. Resident Halls and Student Centers

FVSU prohibits the sale, use, possession, dispensing and consumption of alcoholic beverages in buildings designated as a residence hall.

FVSU prohibits the sale, use, possession, dispensing and consumption of alcoholic beverages in buildings designated as a student center. However, subject to the laws of the State of Georgia, the sale, use possession, dispensing and consumption of alcoholic beverages may be permitted in areas of the student center that are designated as a private area, banquet room, or closed area by and with the prior approval of the Vice President of University Advancement, or his/her designee.

VI. Drug and Alcohol Testing

FVSU adheres to [USG-BOR Policy on Drug Testing](#). Employees in designated “high-risk” positions are subject to random drug testing. A “high risk” employee is defined as one whose job responsibilities pose a potential for significant risk or harm to the employee, other employees, or the general public in the event of inattention to duty or errors in judgment while on duty. High-risk positions include, but are not limited to, P.O.S.T.-certified law enforcement roles and transportation positions requiring a Commercial Driver’s License (CDL). Employees in these positions are subject to pre-employment, reasonable suspicion, post-accident, and random drug testing for evidence of illegal drug use.

VII. Counseling and Treatment Resources

As a recipient of Federal funds, FVSU fully supports and complies with the provisions of the Drug Free Work Place Act of 1988. Employment following a drug related offense may be conditioned on the employee’s completion of a drug abuse treatment and education program approved by the President. If, prior to arrest for an offense involving a controlled substance, or a dangerous and/or illegal drug, an employee notifies his or her immediate supervisor that he or she illegally uses a controlled substance, marijuana, or a dangerous drug and is receiving treatment or agrees to receive treatment under a drug abuse and education program approved by the President, such employee shall be retained for up to one year as long as the employee follows the treatment plan and the quality of his/her work remains satisfactory.

Retention of such employee shall be conditioned upon satisfactory completion of the program. The employee’s work activities may be restructured if, in the opinion of the immediate supervisor, it is deemed advisable. No statement made by an employee to a supervisor or other person in order to comply with this policy shall be admissible in any civil, administrative or criminal proceeding as evidence against the employee. The rights herein granted shall be available to an University employee only once during a five (5) year period and shall not apply to any such employee who has refused to be tested or who has tested positive for a controlled substance, marijuana or a dangerous and/or illegal drug.

VIII. Compliance with Drug and Alcohol Policy

Adherence to FVSU’s Drug and Alcohol Policy shall be the individual and personal responsibility of each employee of FVSU. Any employee who violates this policy shall be subject to disciplinary action, up to and including termination from FVSU and referral to the appropriate federal, state and/or local authorities for prosecution, as appropriate.

IX. Forms

[Restricted Alcoholic Beverage Use Approval Form](#)

X. Appendices

N/A

XI. Related Resources

- A. Drug-Free Workplace Act of 1988
- B. Drug-Free Schools and Communities Act of 1989
- C. GA Code § 3-1-2 (2024)
- D. GA Code § 16-13-21 through § 16-13-29 (2024)
- E. [USG-HRAP Drug Testing Policy](#)
- F. [USG-BOR Policy 8.2.17 Voluntary Disclosure of Drug Use Policy](#)
- G. [USG-BOR Policy 4.6.3 Alcohol and Drugs on Campus](#)
- H. [USG-HRAP General Criteria for Employment and Mandatory Employee Training Requirements](#)

XII. Responsible Party

Questions regarding this policy should be directed to:

Party	Office, Phone, and Email
Chief Human Resources Officer	Office of Human Resources hrrfvsu@fvsu.edu Phone: (478) 825-6301
Vice President of Advancement and Exe. Dir. of the FVSU Foundation	Office of University Advancement Phone: 478-827-3677
Chief of Campus Safety and Police	Campus Police Department Phone: (478) 825-6280
General Counsel	Office of Legal and Government Affairs legallaffairs@fvsu.edu Phone: (478) 825-4350

Policy History and Revisions

Date	Notes
October 2025	Policy revised to align with FVSU format, incorporate a definitions section, and update provisions to reflect applicable state and federal law. Combined the Drug and Alcohol Policy