

August 6, 2009

**MEMORANDUM**

To: College Presidents  
From: Frederick P. Schaffer *FPS*  
Re: CUNY Policy on Drug and Alcohol

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On June 22, 2009, the Board of Trustees adopted The City University of New York Policy on Drugs and Alcohol ("Policy"), a copy of which is enclosed. The Policy sets forth the standards of conduct the University requires of students, employees and visitors in connection with drugs and alcohol on CUNY property and in CUNY-sponsored activities (both on and off campus). The Policy also describes the range of sanctions to which students and employees who violate the Policy are subject, and the obligations of the CUNY colleges and units for disseminating this Policy, and other information about drug and alcohol abuse, to their students and employees. Many of the provisions of this Policy are required by federal law.

Under this Policy, each CUNY college/unit is required to make its best efforts to educate its students and employees about the Policy and about the risks associated with the unlawful possession, use, or distribution of illegal drugs and alcohol. In particular, each CUNY college/unit is required to distribute this Policy, together with information about the health risks of illegal drug and alcohol use, criminal sanctions for such use, and counseling, treatment or rehabilitation programs available to students or employees, annually to all students and employees. We have prepared the enclosed document entitled "Information for the CUNY Community on the Risks and Consequences of Drug and Alcohol Use," which contains the required information and should be distributed to fulfill this obligation.

In addition, the Policy requires the Vice President for Administration, or person performing the equivalent function at each college or unit of CUNY, to conduct a biennial review to determine the effectiveness of CUNY's drug and alcohol program at its college or unit, and to ensure that sanctions for drug and alcohol violations are consistently enforced. The Policy summarizes the information that must be included in the biennial review. The first biennial review will be due on January 15, 2012 and will cover the 2010 and 2011 calendar years.

If you have any questions about this Policy, please contact Katherine Raymond at (212) 794-5759 or at [katherine.raymond@mail.cuny.edu](mailto:katherine.raymond@mail.cuny.edu).

- c: Chancellor's Cabinet
- Vice Presidents for Administration
- Chief Student Affairs Officers
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- College Directors of Security
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