



## ALCOHOL AND OTHER DRUGS POLICY

Approved By:	Senior Management Team
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Responsible Office/Department:	Counseling & Career Development Center

### **Policy Statement**

Grand Valley State University (GVSU) strives to offer members of the University community the same rights as those afforded to members of the larger community. All members of the University community are responsible for making decisions about their behavior within the context of Michigan law and university regulations.

These policy statements are written as evidence of GVSU's commitment to its students by:

- Encouraging a campus environment where healthful choices are made;
- Working to prevent alcohol and other drug abuse;
- Expecting responsibility for one's own choices and behavior;
- Encouraging alcohol-free programs;
- Supporting and empowering those who responsibly choose not to use alcohol;
- Enforcing University, federal, state, and local codes, ordinances and statutes which govern alcohol and other drug use.

GVSU considers all issues of alcohol and other drugs (AOD) to be of concern to the University community. However, alcohol is by far the number one drug of choice on the campus and causes the most frequent negative impact. Thus, alcohol warrants a special emphasis as demonstrated throughout this document.

### **Standards of Conduct**

The unlawful manufacture, possession, use, distribution or dispensation of illicit or prescription drugs and the unlawful possession, use, or distribution of alcohol by faculty, staff, and students on GVSU property or as part of a university activity is specifically prohibited by GVSU policy and by state and federal law. Reports of any such violations will be investigated by the campus police and, if appropriate, charges will be filed.

### **Drug-Free Workplace Act of 1988**

Consistent with the Drug-Free Workplace Act of 1988, GVSU is committed to providing a workplace which is free from the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance. The unlawful manufacture, distribution, dispensation, possession, or use of controlled substances is prohibited on any GVSU-owned or controlled property.

It is the intent of GVSU to provide a drug-free, healthful, safe, and secure work environment. No employee will report to work evidencing any effects of illegal drug use. The following are procedures and guidelines for maintain compliance with the Drug-Free Workplace Act of 1988:

### ***Compliance as a Condition of Employment***

All university employees will, as a condition of employment, abide by the terms of this standard practice guide that can be found on the A.C.E.S website under [Alcohol and Other Drugs Policy](#).

### ***Maintenance of a Drug-Free Workplace***

GVSU must provide an annual drug-free workplace certification to appropriate federal-funding agencies, and make a good faith effort to comply with its certification to provide a drug-free workplace, and otherwise meet the requirements of the Drug-Free Workplace Act, including having a policy statement and a drug-awareness education program. The Human Resources Office oversees a drug-awareness education program provided to GVSU faculty and staff.

### ***Employee Obligation for Notification of Conviction***

The Drug-Free Workplace Act of 1988 requires all faculty and staff to notify the University in writing of their conviction for a violation of a criminal drug statute occurring in the workplace. Notification must be sent to the Human Resources Office (140 Lake Michigan Hall, Allendale, MI, 49401, Phone: (616) 331-2215, Fax: (616) 331-3216) no later than five (5) calendar days after such a conviction.

### ***Sanctions for Violation or Non-Compliance***

Violations of this standard practice guide will result in personnel action against the employee, up to and including dismissal, pursuant to university procedures relating to employee or student discipline.

Within thirty (30) calendar days of receiving notice of a criminal drug statute conviction, the Associate Vice President of Human Resources, or the Dean of Students must take steps to require:

- 1) That the faculty, staff, or student employee satisfactorily participates in a drug rehabilitation program, or
- 2) That personnel action consistent with the Rehabilitation Act of 1973, as amended, is imposed in accordance with appropriate collective bargaining agreements, employee handbooks, the Student Code of Conduct, or other university procedures.

## **Alcohol and Other Drugs Handbook**

The entire handbook can be found on the [Alcohol Campus and Education Services website](#).