

A FACULTY/STAFF GUIDE TO: THE ALCOHOL AND OTHER DRUGS HANDBOOK

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 University policies and local, state, and federal law. GVSU supports faculty, staff, and their families in finding the best possible solution to address concerns with alcohol or drug abuse. This document highlights portions of the AOD Handbook which provides information, guidelines, and resources for faculty and staff. The AOD Handbook can be found at www.gvsu.edu/aod/handbook.

ADDITIONAL RESOURCES:

Alcohol and Other Drugs Policy

www.gvsu.edu/policies

Smoking Policy

www.gvsu.edu/policies

Student Code

www.gvsu.edu/studentcode

Conference and Event Planning

www.gvsu.edu/meetatgvsu

Housing and Residence Life

www.gvsu.edu/housing/students/cls

Intercollegiate Athletics Fan Guides

gvsulakers.com/sports/2014/6/4/fanguide.aspx

Annual Security and Fire Safety Report

www.gvsu.edu/dps

Conference and Event Planning

www.gvsu.edu/meetatgvsu

Event Services

www.gvsu.edu/eventservices

Student Organizations

www.gvsu.edu/studentorg

STANDARDS OF CONDUCT:

GVSU is committed to providing a workplace which is free from the unlawful manufacture, distribution, dispensation, possession, sales, or use of a controlled substance. The illegal manufacture, distribution, dispensation, possession, or use of a controlled substance 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. All university employees will, as a condition of employment, abide by the terms of the standard practice guide.

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 no later than five days after the conviction to the Human Resources Office. Employees engaged in the performance of a federal grant must also notify the Director of the Office of Sponsored Programs in writing, no later than five calendar days after such a conviction.

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.