

GRAYS HARBOR COLLEGE

STUDENT & EMPLOYEE INFORMATION

DRUG-FREE SCHOOLS AND COMMUNITIES ACT

Grays Harbor College (GHC) is committed to maintaining an environment free of crime, illicit drug use and alcohol abuse. While it is the policy of the community college to assist students and employees to seek treatment for drug or alcohol dependency, any student or employee committing criminal acts, participating in the unlawful use of drugs or alcohol on any property under the control of GHC, or participating in any school-sponsored activities shall immediately be subject to the rules and regulations concerning such acts and shall be referred to appropriate authorities for prosecution.

Rules of Conduct Regarding Alcohol & Drugs

Pursuant to RCW 28B.50.140, the Board of Trustees is empowered to adopt rules and policies regarding the operation of GHC. Over the past several years, the Board has adopted the following policy and rules regarding alcohol, drugs, firearms, and other dangerous instrumentalities and mandated strict compliance with both the letter and intent.

Substance Abuse, Board Policy 630

GHC will routinely provide and maintain a safe, alcohol and drug free environment for all GHC staff. This policy is designed to comply with the Federal Drug Free Workplace Act of 1988, Public Law 100-690. It does not limit GHC's authority to take appropriate disciplinary action in any situation where conduct on or off duty affects an individual's ability to perform job duties. Employees are prohibited while in the work site, including in official vehicles, or while otherwise on official business, from unlawfully manufacturing, distributing, dispensing, possessing, transporting, or using controlled substances, being under the influence of controlled substances, or alcohol, or possessing controlled substance paraphernalia. Employees are also prohibited from being under the influence of alcohol in the work site, including in official vehicles, or while otherwise on official business. Employees found in violation of this policy may be subject to formal disciplinary action, as with any policy, up to and including dismissal. To see entire policy, click [here](#).

Alcohol/Substance Abuse Prevention, Board Policy 411

It is the policy of GHC to provide alcohol and substance abuse prevention information and referral for students. Students are encouraged to seek information and assistance from the Student Support Center. Counselors are available to work with students in order to help them identify personal problems associated with alcohol and substance abuse. Appropriate referrals will be made. To see entire policy, click [here](#).

Prohibited Conduct, WAC 132Q-04-031 (2) and (3)

Disciplinary action may be taken for a violation of any provision of this student code or for a violation of other district and college rules, policies and regulations by a student which may from time to time be properly enacted including, but not limited to, the following: (1) Using, possessing, consuming or being under the influence of, or selling any liquor as defined by applicable law or in a manner which disrupts a college activity. (2) Using, possessing, selling or being under the influence of any narcotic drug or controlled substance as defined by applicable law in a district/college facility or while participating in a college-related program.

Legal Sanctions Regarding Unlawful Possession/Use of Alcohol and Other Controlled Substances

A general reference to legal sanctions is available from the Human Resources Office, at Grays Harbor College, 1620 Edward P. Smith Dr, Aberdeen, WA 98520.

Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol

The use of illicit drugs and the abuse of alcohol can, and in many instances, very probably will, lead to serious health problems, chemical dependency, deterioration of the quality of life, and if untreated, early death. Cocaine provides

a short-lived "high" followed by depression, paranoia, anxiety, guilt, anger and fear. It can cause rapid physical and psychological addiction. In some instances, cocaine may cause a heart attack or sudden death, even on the first use. The dangers of this highly addictive drug and its close derivative "crack" are evidenced daily through the news media. Overdose of cocaine (or other stimulants) can cause agitation, increase in body temperature, hallucinations, convulsions, and possible death.

Marijuana, like cocaine, provides a short-term high, and like cocaine, is addictive. While the "high" may last only short time, traces remain in the body for a month or more, inhibiting short-term memory, reducing reaction time and impairing visual tracking. It may also cause an inability to abstract and understand concepts. In some instances, it can depress the immune system, increase the risk of heart attack, contribute to lung diseases and cause infertility. Marijuana and other cannabis can cause euphoria, relaxed inhibitions, increased appetite and disoriented behavior. Overdose can cause fatigue, paranoia and possible death.

Depressants such as barbiturates, chloral hydrate, benzodiazepines, etc. can cause slurred speech, disorientation and drunken behavior without the odor alcohol. Overdose can cause shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma and possible death. Hallucinogens such as LSD, Mescaline and Peyote, amphetamine variants, etc. can cause illusions and hallucinations, and poor perception of time and distance. Overdose can cause longer, more intense illusionary/ hallucinatory episodes, psychosis and possible death. Narcotics such as opium, heroin, morphine, and codeine can cause euphoria, drowsiness, respiratory depression, constricted pupils and nausea. Overdose of narcotics can cause slow and shallow breathing, clammy skin, convulsions, coma and possible death. Prescription drugs, used improperly, can cause tiredness or hyperactivity, impaired reflexes, brain damage, and in some instances, addiction or death.

Alcohol, used abusively, will impair judgment, result in anxiety, feelings of guilt, depression and isolation. Prolonged use may cause liver and heart disease, cancer, and psychological problems and dependency in the form of alcoholism. Alcohol use by pregnant women is the leading preventable cause of mental retardation in children.

Available Counseling and Treatment Programs

GHC recognized that illicit drug use and the abuse of alcohol is a health, safety, and security problem. GHC maintains guidance and counseling services for students. Information and referral for alcohol and drug dependency for residents of Grays Harbor County can be obtained from Grays Harbor Public Health & Social Services by visiting their website at www.healthylgh.org or calling 360-532-8631. For residents of Pacific County, information can be obtained from Pacific County Health Department by visiting their website at www.pacificcountyhealthdepartment.com or calling 360-642-9349. Employees who need assistance are encouraged to use resources available through the various state health insurance plans and seek advice from the Employee Assistance Program at 1-877-313-4455 or 360-407-9490.

Imposition of Sanctions

Pursuant to WAC 132Q-04260, students violating the rules of conduct adopted by the Board of Trustees are subject to disciplinary actions ranging from a written warning to dismissal. Violation of applicable rules of conduct by employees may subject the employee to disciplinary actions ranging from reprimand to dismissal. Any disciplinary action taken will be in accordance with pertinent rules, laws and negotiated agreements applicable to the employee's status. Students and employees suspected of violation of federal, State, and local laws will be referred to local authorities for investigation and possible prosecution.

GRAYS HARBOR COLLEGE

STUDENT & EMPLOYEE INFORMATION

DRUG-FREE WORKPLACE: The Policy and You

The Federal Drug-Free Workplace Act of 1988, a part of the Omnibus Drug Act (P.L. 100-690), became effective on March 18, 1989. The law requires that Grays Harbor College, as a recipient of federal grants and contracts, implement a drug-free workplace program and take other specific steps to avoid suspension or termination of funding.

Grays Harbor College recognizes drug dependency to be an illness and a major health problem. In the interest of providing a healthy, safe, and secure educational and work environment, and in order to meet the requirements of this legislation, it is the policy of Grays Harbor College to maintain a drug-free workplace for our employees and students. The drug-free awareness program is designed to inform employees about:

- The dangers of drug abuse in the workplace;
- The college's policy of maintaining a drug-free workplace;
- Available drug counseling, rehabilitation, and employee assistance programs; and
- The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

The Policy

On March 20, 1989, the Board of Trustees adopted a drug-free workplace policy; 630: Grays Harbor College (GHC) will routinely provide and maintain a safe, alcohol and drug free environment for all GHC staff. This policy is designed to comply with the Federal Drug Free Workplace Act of 1988, Public Law 100-690. It does not limit GHC's authority to take appropriate disciplinary action in any situation where conduct on or off duty affects an individual's ability to perform job duties. Employees are prohibited while in the work site, including in official vehicles, or while otherwise on official business, from unlawfully manufacturing, distributing, dispensing, possessing, transporting, or using controlled substances, being under the influence of controlled substances, or alcohol, or possessing controlled substance paraphernalia. Employees are also prohibited from being under the influence of alcohol in the work site, including in official vehicles, or while otherwise on official business. Employees found in violation of this policy may be subject to formal disciplinary action, as with any policy, up to and including dismissal. To see entire policy, click [here](#). [Adopted 3/20/89, Revised 5/20/14]

The Dangers of Drug Abuse in the Workplace

Illegal drug use in the workplace endangers fellow workers, security, public safety, and the morals and productivity of our institution and our community. Drug users are three times more likely than nonusers to injure themselves or co-workers in on-the-job accidents. Drug users are absent from work twice as often and

incur three times the average level of sickness costs as nonusers. The connection between drugs and crime is well-proven.

The use of illegal drugs can result in a wide spectrum of extremely serious health problems, including disruption of heart rhythm, small lesions of the heart, high blood pressure, leaks of blood vessels in the brain, bleeding and destruction of brain cells, permanent memory loss, infertility, impotency, immune system impairment, kidney failure, pulmonary damage, and in the most serious instances, heart attack, stroke, and sudden death.

The Employee's Responsibility

All employees are given a copy of Grays Harbor College's drug-free workplace policy and must abide by the policy as a condition of employment. In accordance with the federal law, GHC requires that an employee who is convicted under criminal drug statute for any violation occurring in the workplace, or while conducting GHC business, must report such conviction to the Human Resources Office, 360-538-4218, not later than five days after the conviction. If the person is employed under a federally sponsored grant or contract, GHC shall notify the sponsoring agency within ten days of receiving notice that the employee has been convicted of a drug statute violation in the workplace.

Penalties for Drug Violation Conviction

For any employee who is convicted of a criminal drug statute in the workplace, GHC will require satisfactory participation in a state-certified drug abuse assistance or rehabilitation program, or will take disciplinary action. Disciplinary action, in accordance with the Higher Education Personnel Board rules, collective bargaining agreement, tenure laws, or other policies of the institution, may result in suspension or termination for employment or other appropriate personnel actions.

Help is Available

Grays Harbor College recognizes illegal drug use and/or dependency to be a health, safety and security problem. Employees who need assistance with problems related to drug abuse are encouraged to use available resources:

- The State Employee Assistance Program (EAP)
- Appropriate medical insurance plans
- Local drug counseling programs

For More Information

Grays Harbor College has certified, pursuant to the Drug-Free Workplace Act of 1988, that it will provide a drug-free workplace for all employees. For specific information on the certification regulations, the employee should refer to the Drug-Free Workplace Act of 1988, 34 CFR Part 85, Subpart F.