

**GUAM COMMUNITY COLLEGE  
Board of Trustees**

**STANDARDS OF CONDUCT REGARDING DRUGS AND ALCOHOL  
EMPLOYEES**

**WHEREAS**, Guam Community College endeavors to lead students and employees to higher ideals of character and public service. The College commits itself to the goals of developing the mind, clarity of thought, and to the development of the human spirit. Abuse of drugs and alcohol is recognized as an impediment to these goals and as a threat to the College's mission of education and training; and

**WHEREAS**, the College strives to maintain standards of behavior performance, and discipline necessary for completing our mission of education. The College expects employees to refrain from behavior that would disrupt its function of education. The illegal or improper use of drugs by employees can seriously damage physical and mental health; may jeopardize safety and can lead to criminal prosecution and/or dismissal.

**NOW, THEREFORE, BE IT RESOLVED**, that regarding controlled substances:

1. The College prohibits the possession, use, manufacture, delivery, cultivation, sale or transfer of controlled substances (drugs) within the campus or as part of any college-sponsored activity.
2. Any employee who is found to be in violation of these prohibitions will be referred to local law enforcement officials for prosecution under the law. Additionally, the employee in violation will be subjected to disciplinary or adverse actions for an offense that occurred in the workplace.
3. All employees are required to report any conviction received for a drug statute violation that occurred in the workplace not later than five days after such conviction. The College may at its discretion offer an employee counseling or rehabilitation in lieu of disciplinary action. However, this option is discretionary and includes considering all circumstances, the offense, and appropriateness of exercising such options.

**BE IT FURTHER RESOLVED**, that regarding alcohol:

1. The consumption of alcoholic beverages on campus is prohibited except when specifically authorized in writing by the President of the College. Employees are further prohibited from reporting for duty or being on duty under the influence of alcohol or bringing alcoholic beverages on college premises for consumption except as above stated.
2. Violation of the prohibitions indicated in paragraph 1 of this section on alcohol may result in referral to local law enforcement officials for prosecution. Employees may also be subject to disciplinary or adverse actions. The College may at its discretion offer employees counseling or rehabilitation in lieu of disciplinary actions.

**Amended & Adopted: January 8, 2009  
Resolution 2-2009**

**Adopted: March 16, 1994  
Resolution 23-94**