

COLLEGE of CHARLESTON

OFFICIAL POLICY

6.1.5

Tobacco-Free Campus Policy

1/21/2016

Policy Statement

1.0 PREFACE

It is the intent of this Tobacco-Free Campus Policy to promote a safe, clean, and healthy environment for College of Charleston (hereafter, "College") employees, students, visitors, and guests. The Policy shall promote the existence of a tobacco-free environment for our campus community, so that the negative effects of tobacco use are minimized for community members.¹

Reasonable and ongoing efforts shall be made to alert the campus community, including visitors to campus, regarding the status of the College as a tobacco-free campus. Appropriate signage on campus shall describe the Policy.

Effective implementation of this policy depends on the courtesy, cooperation, and respect of all members of the campus community.

Policy Manager and Responsible Department or Office

Office of the President

¹ Effective October 21, 2013, and until December 31, 2015, and as resources permit, the College shall provide cessation programs for all members of the campus community who wish to end their use of tobacco products. Additional information on tobacco cessation programs is available from the South Carolina Department of Health and Environment Control (DHEC) at (803) 545-4467 and at <http://www.scdhec.gov/health/chcdp/tobacco/quit-for-keeps/index.htm>.

Purpose/Reason for the Policy

2.0 DEFINITION

Except as otherwise specified in this Policy, “tobacco products” include, but are not limited to, cigarettes; cigars; pipes; chewing tobacco; snuff; electronic cigarettes²; water pipes (hookahs); bidis; kreteks; and all other technologies or devices allowing for the ingestion, combustion, inhalation, or other use of tobacco.

3.0 STATEMENT OF POLICY

Use of all tobacco products is prohibited in all College-owned or leased buildings; in all buildings on College-owned or leased land; on all College-owned or leased property, including outdoor seating areas; and in all College-owned, leased, and rented vehicles. Use of tobacco products is prohibited in all those places here identified, including but not limited to, offices (including private offices), classrooms, laboratories, stairwells, elevators, restrooms, hallways, porches and piazzas, rooftops, indoor and outdoor athletic facilities, residence halls and historic properties, shuttle buses, shuttle bus stops, parking structures and parking areas on College-owned or College-leased property, sidewalks on College-owned or College-leased property, lobbies and waiting areas, outdoor benches, green spaces on campus, and other common areas.

Use of tobacco products is permitted in personal vehicles parked or being driven on College-owned or leased property, provided that the windows and doors of such personal vehicles are closed (i.e., tobacco products are used in an enclosed vehicle space) and tobacco waste products are stored in the vehicle and disposed of at off- campus locations.

This policy does not restrict or prohibit the lawful possession of tobacco products on the College of Charleston campus.

² Electronic cigarettes use liquid nicotine, which is derived from tobacco plants. Testing by the Food and Drug Administration has found known carcinogens and toxic chemicals in some of the nicotine cartridges for two leading brands of electronic cigarette

4.0 EXCEPTIONS

The President of the College (or the President's designee), at his or her sole discretion, may permit limited and appropriate individual exceptions to this policy in support of the requirements of sponsored research related to tobacco, consistent with the mission of the College. Such exceptions must be made in writing and shall be in effect only for the duration of the research study. Smoke produced in the conduct of such sponsored research shall be treated as a contaminant and controlled.

The President of the College (or the President's designee), at his or her sole discretion, may permit limited and appropriate individual exceptions to this policy (e.g., in support of religious or artistic activities), consistent with the obligations of Constitutional law and other applicable laws and regulations. Such exceptions must be made in writing and shall be in effect only for the duration of the activity approved by the President (or the President's designee). Smoke produced in the conduct of such activity shall be treated as a contaminant and controlled.

Use of tobacco products may be permitted on properties the College owns but leases or regarding which the College otherwise conveys an interest (e.g., an easement) to a Non-College party, according to the provisions of the applicable lease or agreement, upon a compelling reason, and with the prior written approval of the Executive Vice President for Business Affairs (or her or his designee).

5.0 SALE AND ADVERTISEMENT OF TOBACCO PRODUCTS

The sale, sampling, or advertisement of tobacco products shall be prohibited on the College of Charleston campus and in all College publications.

6.0 POLICY COVERAGE

This Policy shall be applicable to the College Board of Trustees; faculty and staff of the College, whether part-time, full-time, or temporary; students while attending or employed by the College; contractors and consultants performing work or providing services on College-owned or leased property; individuals and organizations renting, leasing, or otherwise granted permission to use campus facilities; College affiliates; alumni and alumnae, guests, visitors, or invitees of the College; and members of the general public. All members of the campus community and members of the general public shall comply with this policy.

7.0 POLICY VIOLATION AND DISCIPLINE

Employees of the College may be disciplined for violation of this policy, consistent with the provisions of College Policy 9.1.2. Students of the College may be disciplined for violations of this policy, consistent with the Student Code of Conduct.

Other individuals who violate Policy 6.1.5 and are not covered by the terms of Policy 9.1.2 or the Student Code of Conduct may be warned by the Department for Public Safety. Visitors or members of the general public who refuse to comply with the

Policy may be asked to leave campus by the Department of Public Safety.

8.0 POLICY MAINTENANCE

Unless other individuals are designated by the President of the College, the Vice President of Human Resources and the Executive Vice President for Student Affairs shall be responsible for the maintenance of this Policy. Those responsible for the maintenance of the policy shall cause a review of this Policy to be undertaken at least once during each five-year period.

9.0 OPERATING PROCEDURES

The President's Executive Team, subject to review and determination by the President of the College, may approve operating procedures to implement this Policy. Such procedures may not be inconsistent with this Policy nor may they eliminate or expand the scope of the prohibitions already described in the Policy.

10.0 EFFECTIVE DATE

Effective July 1, 2014, the predecessor Policy 6.1.5, "Smoking Policy," as adopted in 2006, is repealed in its entirety and replaced by the new Policy, "Tobacco-Free Campus Policy," also to be designated Policy 6.1.5. The predecessor Policy 6.1.5, "Smoking Policy," shall remain in effect through June 30, 2014. No penalty shall be levied under the terms of the new Policy prior to July 1, 2014.

11.0 AMENDMENTS

This Policy may be amended consistent with the provisions of the Campus Wide Policy Making Procedures.

Issue Date:7/1/2014¹ Date of Policy Revision:1/21/2016²	Next Review Date:10/1/2020
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POLICY APPROVAL (For use by the Office of the Board of Trustees or the Office of the President)	
Policy Number:	
President or Chairman, Board of Trustees	 Date: <u>2/2/17</u>

¹ Approved by vote of the College of Charleston Board of Trustee, October 18, 2013.

² Non-substantive revisions made, consistent with the revised College of Charleston policy template