

# COLLEGE of CHARLESTON

## OFFICIAL POLICY

6.1.5

**Tobacco-Free Campus Policy**

04/12/2019

### **Policy Statement**

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.<sup>1</sup>

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.

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### **Policy Manager and Responsible Department or Office**

Office of the President

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<sup>1</sup> As of the most recent updating of this College Policy, information on tobacco cessation programs is available from the South Carolina Department of Health and Environment Control (DHEC) at <https://scdhec.gov/health/tobacco-cessation> and from the College of Charleston at <http://tobaccofree.cofc.edu/>.

## Policy

### 1.0 DEFINITION

Except as otherwise specified in this Policy, "tobacco products" include, but are not limited to, cigarettes; cigars; pipes; chewing tobacco; snuff; electronic cigarettes<sup>2</sup>; water pipes (hookahs); bidis; kreteks; and all other technologies or devices allowing for the ingestion, combustion, inhalation, or other use of tobacco.

### 2.0 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.

### 3.0 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,

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<sup>2</sup> Electronic cigarettes use liquid nicotine, which is derived from tobacco plants. Some electronic cigarettes are marketed with flavors, which have been popular with some users of high school and university age. In the past, testing by the Food and Drug Administration found known carcinogens and toxic chemicals in some of the nicotine cartridges for two leading brands of electronic cigarettes. Representatives of the Federal Government previously have sought to decrease youth use of electronic cigarettes so that rates of nicotine addiction are reduced in the youth and adult populations. See <https://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm625884.htm>.

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).

#### **4.0 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.

#### **5.0 POLICY COVERAGE**

This Policy shall be applicable to the College of Charleston 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.

#### **6.0 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 representatives of the Department of Public Safety.

#### **7.0 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.

## **8.0 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.

## **9.0 EFFECTIVE DATE**

Effective July 1, 2014, the predecessor Policy 6.1.5, "Smoking Policy," as adopted in 2006, was repealed in its entirety and replaced by an earlier version of the current Policy, "Tobacco-Free Campus Policy."

## **10.0 AMENDMENTS**

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

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### **Departments/Offices Affected by the Policy**

All Divisions, Schools, Programs, and Offices of the College of Charleston

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### **Procedures Related to the Policy**

None.

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### **Related Policies, Documents or Forms**

*Faculty/Administration Manual*  
*Student Handbook*  
College Policy 9.1.2, "Employee Code of Conduct"

**Issue Date: Oct. 18, 2013**  
**Implementation Date: July 1, 2014**  
**Date of Policy Revision: Feb. 2, 2017**  
**Date of Policy Revision: Apr. 12, 2019**

**Next Review Date: April 2024**

**POLICY APPROVAL**

**(For use by the Office of the Board of Trustees or the Office of the President)**

Policy Number: 6.1.5

President or

Chairman, Board of Trustees

*Stephen C. DeBore*

Date: *1/29/19*