



Policy Title:	Tobacco/Vape-Free Campus
Policy Number:	UNIV-431
Revision Date:	December 2019
Policies Superseded:	HREO-124; PRES-110
Policy Management Area(s):	Human Resources and Equal Opportunity Student Affairs

SUMMARY:

This Tobacco/Vape-Free Campus Policy is intended to promote a safe, clean, and healthy environment for Coastal Carolina University employees, students, volunteers, affiliates, contractors, vendors, visitors, and guests. The policy will ensure the existence of a tobacco- and smoke-free environment so that negative effects of tobacco usage are minimized for University, as well as community, members. This policy is enforced 24 hours a day, seven days a week.

Reasonable and ongoing efforts will be made to notify the campus community, including visitors, of the University's status as tobacco/smoke/vape-free, including installation of appropriate signage in conspicuous places.

POLICY:

I. DEFINITIONS

For the purposes of this policy, the following definitions apply:

A. Tobacco Products

All forms of tobacco- and smoke-related products, including but not limited to, cigarettes, cigars, pipes, chewing tobacco, snuff, water pipes (hookahs), bidis, kreteks, smokeless tobacco, electronic cigarettes, and other devices allowing for the ingestion, combustion, inhalation, or other use of tobacco or other substances.

B. University Property

Property that is owned, operated, occupied, controlled, or leased by the University or a University-related organization. For purposes of this policy, this includes, but is not limited to, all buildings and structures, offices, classrooms, laboratories, restrooms, hallways, grounds, elevators, porches, stairwells, rooftops, indoor and outdoor athletic facilities, sidewalks, outdoor benches/gazebos/seating areas,

dining areas, residence halls, private offices, shuttle buses, shuttle bus stops, parking lots/areas, lobbies and waiting areas, green spaces and other common areas, walkways, and any vehicles, whether personal or owned or controlled by the University.

II. POLICY

Use of all tobacco- and/or smoke-related products is prohibited in or on all University property. This policy does not restrict or prohibit the lawful possession of these products on the Coastal Carolina University campus.

The sale, sampling, or advertisement of tobacco products is prohibited on the Coastal Carolina University campus and in all University publications.

III. ENFORCEMENT OF POLICY

It is the responsibility of each department head to enforce this policy for compliance within each area under his/her supervision. If anyone is seen using any tobacco- and/or smoke-related products on University property, any individual on campus, including Coastal Carolina University employees, students, volunteers, affiliates, contractors, vendors, visitors, or guests, may remind the tobacco user of this policy and request that they comply by discarding the tobacco product. If the tobacco user does not acquiesce, this violation of the policy may result in corrective action, including the following:

- A. Students who refuse to comply will be referred to the Dean of Students Office.
- B. Employees who refuse to comply may be disciplined for violation of this policy consistent with the provisions of University Policy FAST-222, Disciplinary Action and Termination for Cause.
- C. Other individuals who violate this policy may be asked to leave or escorted from campus by the Department of Public Safety.
- D. Visitors or members of the general public who refuse to comply with the policy may be asked by the Department of Public Safety to leave campus.

IV. EXCEPTIONS TO POLICY

The president or designee may permit limited and appropriate individual exceptions to this policy. Requests for exceptions must be written (i.e., typed, handwritten, or email – not verbal) and submitted to the Office of the President. Approval or disapproval from the president or designee, also written, will be sent or given to the requestor. The use of tobacco- or smoke-related products may be permitted only under the following circumstances:

- A. In support of the requirements of sponsored research related to tobacco, as part of the controlled research requirements. Smoke produced in the conduct of the research will be treated as a contaminant and controlled. If approved, this exception will be in effect only for the duration of the research study.
- B. By actors or artists who participate in University-authorized performances that require smoking or the use of tobacco products as part of the artistic production. Under these circumstances, **ONLY the use of a simulated smoking device will be allowed.** If approved, this exception will only be in effect for the duration of the performances.
- C. For educational, clinical, or religious ceremonies. If approved, this exception will be in effect only for the duration of the ceremonies.
- D. On properties the University owns but leases or otherwise conveys an interest (e.g., an easement) to a non-University party, according to the provisions of the applicable lease or agreement. If approved, this exception will be in effect only for the duration of the compelling reason for the approval.
- E. The Coastal Carolina University Department of Public Safety and Fire Safety Division must be notified of circumstances approved for exceptions to this policy.

Resources are available in providing cessation programs for employees who wish to end their use of tobacco products. Additional information is available from LifeServices EAP (Employee Assistance Program) at 800-822-4847 and www.lifeserviceseap.com. In addition, the Quit for Life Program is available to CCU employees who are enrolled in a State Health Plan by calling 866-784-8454 or www.quitnow/ScStateHealthPlan to enroll.

REVIEWED

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Date

APPROVED

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