

COLUMBUS STATE COMMUNITY COLLEGE  
POLICY AND PROCEDURES MANUAL

---

TOBACCO FREE CAMPUS  
Policy No. 13-13  
Page 1 of 2

Effective July 1, 2015

**(A) PURPOSE**

Columbus State has adopted a tobacco free policy that supports a healthy environment for all who are on the grounds of any of our district locations. The primary emphasis of this approach will be a focus on the elimination of tobacco use on all College property with cessation left as a choice for the individual.

Effective *July 1, 2015*, the use of all types of tobacco products is prohibited in all Columbus State district buildings and on all College-owned properties including parking lots, garages and all outside areas. The College is committed to promoting a healthy lifestyle and workplace environment and will support employees and students in their efforts to reduce or discontinue the use of tobacco products.

The tobacco free policy is to be communicated and continually reinforced to all members and guests of the College community in a simple and respectful manner. This tobacco free approach is not intended to drive tobacco use from on campus to our off campus neighbors. The consideration and cooperation of tobacco users and non-tobacco users alike are needed to fully implement this policy.

**(B) DEFINITIONS**

Tobacco is defined as all tobacco-derived or containing products, including and not limited to, cigarettes (e.g., cloves bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah smoked products, pipes and oral tobacco (e.g., spit and spitless, smokeless, chew, snuff) and nasal tobacco (e.g. snus).

**(C) ENVIROMENT**

- (1)** All Columbus State Community College facilities, buildings, grounds, leased space and vehicles are tobacco free.
- (2)** The use of tobacco products is not allowed on central campus sidewalks that are on College-owned property and that are not adjacent to public thoroughfares. Additionally, the use of tobacco products is not allowed on sidewalks that are adjacent to access drives, loading docks, parking structures, parking lots or along driveways.

COLUMBUS STATE COMMUNITY COLLEGE  
POLICY AND PROCEDURES MANUAL

---

TOBACCO FREE CAMPUS  
Policy No. 13-13  
Page 2 of 2

Effective July 1, 2015

- (3) All parking structures and surface lots are tobacco free. This includes the use of tobacco products in privately owned vehicles within these locations, as well as in any vehicles leased or owned by the College.

**(D) TREATMENT AND SUPPORT**

- (1) The College will provide students and employees smoking cessation and tobacco reduction support on-site and provide information concerning existing programs in the community.
- (2) The College will provide education and resources pertaining to medication used for both nicotine replacement and pharmacological supports.

**(F) ENFORCEMENT AND CONFLICT MANAGEMENT**

- (1) Peer-to-peer support, supervisory oversight and voluntary compliance will be relied upon to lead to behavioral changes over time. Tobacco users who refuse to stop the activity or repeat offenders of the policy will be addressed through processes adapted for visitors, students and employees. Sanctions will be limited to cases of repeated or blatant violations. The College will not impose fines or other explicit penalties as means of primary enforcement.
  - (a) Employees: Enforcement will be addressed in the same manner as with any other College policy violation.
  - (b) Students: Enforcement will be addressed through the appropriate Student Code of Conduct procedures.
  - (c) Visitors: Enforcement will be addressed by the Police Department.
  - (d) The enforcement continuum will progress from education to warnings and finally to applicable sanctions.
- (2) The College will provide resources to support students and employees with methods to address individuals in a respectful manner.

The President may establish procedures to administer this policy.

*New Policy (r)*