

**BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS**

SERIES: 1 | **General Rules**
NUMBER: 14 | **Tobacco-Free Campus**

Scope: | This rule governs the guidelines for a tobacco-free campus.
Approval Date: | June 5th, 2013
Effective Date: | August 19th, 2013
Last Review Date: |
Next Review Date: |

SECTION 1. Purpose.

- 1.1 The purpose of this rule is to set forth the guidelines for a tobacco-free campus.
- 1.2 Blue Ridge CTC has a responsibility to its employees and students to provide a safe and healthy environment.

SECTION 2. Definitions.

- 2.1 Campus. Any of the College owned, leased or operated property including the Headquarters Building, Tech Center, Morgan County Site and any future campuses and buildings, including applicable public sidewalks within a twenty-five feet radius of College entrances/exits; and vehicles.
- 2.2 Public events. Any gathering of individuals on campus for the purpose of conferences, meetings, public lectures, social events and cultural events.
- 2.3 Responsible Party. All College employees, students, and visitors.
- 2.4 Tobacco products. Any of these items traditional cigarettes, e-cigarettes, chew, pipes, cigars, hookah or waterpipe smoking, snus, snuff, etc.
- 2.5 Tobacco use. Includes but is not limited to smoking, chewing, rubbing of any tobacco product

SECTION 3. Obtainment of a tobacco-free campus

- 3.1 Tobacco use is prohibited on all campuses. Organizers and attendees at public events using College facilities will be required to abide by the College Tobacco-Free Campus rule. Organizers of such events are responsible for communicating and enforcing this rule to attendees.
- 3.2 The sale of or free distribution of tobacco products on campus is prohibited. This includes the delivery of tobacco products to campus by means of delivery services of any kind.
- 3.3 Campus organizations are prohibited from accepting money or gifts from tobacco companies. All tobacco advertising in public spaces, such as billboards and signs is prohibited. Accepting revenue for advertising tobacco products is inconsistent with the mission of this rule. Course learning materials which reference tobacco products, are acceptable, as long as the materials do not promote the use of tobacco.
- 3.4 Tobacco advertisements are prohibited in college-run publications.
- 3.5 Enforcement of this rule will depend on the cooperation of all members of the campus community, both to comply and encourage others to do so. Faculty, staff and students who see individuals smoking or using tobacco products are asked to inform these individuals in a professional and

courteous manner that College rule prohibits tobacco use anywhere on the grounds. Offenders are to be reported to the Director of Human Resource Office at the Headquarter Building.

3.6 Initial rule violations will be responded to with education. Repeated violations may be subject to appropriate disciplinary actions in accordance with the student code of conduct and the employee disciplinary action outlined in the respective handbook for faculty and staff. Visitors who violate the rule will be informed that Blue Ridge CTC is a tobacco-free campus. Visitors who continue to violate the rule following a warning will be escorted off campus by security or the appropriate authorities.

ATTACHMENTS:

- A: Tobacco-free Information & Resources handout
- B: Facts Sheet
- C: Frequently Asked Questions (FAQs)
- D: Tobacco-Free Implementation Timeline
- E: Community and Technical College System Tobacco-free Resolution

DISTRIBUTION LIST: [MODIFY AS APPROPRIATE]

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