**NC Community College Model Tobacco-Free Policy**

**Title** A Policy to Prohibit Smoking and the Use of Tobacco Products, including E-cigarettes, in Buildings and Vehicles and on the Grounds of \_\_\_\_\_\_\_\_\_\_ Community College   
  
**Purpose**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Community College is committed to providing its employees and students with a safe and healthy working and learning environment. The U.S. Surgeon General has concluded that secondhand smoke exposure causes disease and premature death in children and adults who do not smoke and that any exposure to tobacco smoke is harmful.  
\_\_\_\_\_\_\_\_\_\_\_Community College recognizes that the use of tobacco products on campus grounds is detrimental to the health and safety of students, staff, faculty, and visitors.

**Authority** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Community College has the legal authority to prohibit tobacco use pursuant to G.S. 115D-20.1 and G.S. 143-599.

**Policy**  
Beginning (DATE), \_\_\_\_\_\_\_\_\_\_\_\_Community College will implement the following policy:

**1.** Smoking and the use of tobacco products, including e-cigarettes, is prohibited by students, staff, faculty, or visitors in all buildings and vehicles and on all outdoor grounds owned, leased or operated by \_\_\_\_\_\_\_\_\_\_\_Community College. This prohibition extends to circumstances when the above places are being used for private events.

**2.** The sale or free distribution of tobacco products or tobacco product-related merchandise is prohibited on campus and at school events.

**3.**Student organizations are prohibited from accepting money or gifts from tobacco product companies, including food, beverages, or merchandise.

**4.** Tobacco product advertisements are prohibited in college-run publications and in buildings or on grounds, including athletic facilities, owned or used by \_\_\_\_\_\_\_ Community College.

For the purposes of this policy, tobacco products are defined as both combustible and non-combustible products derived from tobacco or nicotine and intended for human consumption, including, but not limited to, cigarettes, pipe tobacco, tobacco substitutes (e.g., clove cigarettes), chewing tobacco, snuff, cigars, e-cigarettes, and heated tobacco products. This definition excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product.

**Implementation**

**1.** The administration will develop a plan for communicating the policy that may include information in student and employee handbooks, announcements at college-sponsored or related events, and appropriate signage in buildings and around campus.

**2.**Signs will be posted in a manner and location to adequately notify students, staff, faculty, visitors, and contractors of the policy.Signs will state in English (optional: insert other languages here) that smoking and the use of tobacco products, including e-cigarettes, are prohibited, and will include the universal “Smoking and the Use of Tobacco Products, including E-cigarettes, Prohibited” symbol.

3.  Tobacco use waste management products such as ashtrays will be removed.

**4.** \_\_\_\_\_\_ Community College will consult with appropriate health organizations (e.g. health plans, Employee Assistance Programs, community organizations) to provide students and employees with information about and access to QuitlineNC (1-800-QUIT-NOW) and other support systems for cessation of the use of tobacco products.

**5.** Promotional materials for QuitlineNC and other cessation resources will appear regularly in student and staff publications. They will be posted in buildings, through Student Services, and through other appropriate means.

**Compliance for students**.  Consequences for students engaging in the prohibited behavior will be provided in accordance with the institution’s student behavior management plan. Student violators will be provided with information on the consequences of tobacco use, techniques they can use to stop tobacco use, and referrals to local tobacco cessation programs. Parents/guardians of minors will be notified of all violations and actions taken by the institution.

**Compliance for faculty and staff.** Consequences for employees who violate the tobacco use policy will be in accordance with personnel policies of \_\_\_\_\_\_\_\_\_\_\_Community College and may include verbal warning, written reprimand, or termination. Employee violators will be provided with information on the consequences of tobacco use, techniques they can use to stop tobacco use, and referrals to local tobacco cessation programs.

It is the responsibility of each faculty and staff member to promote compliance with the tobacco-free policy.

**Compliance for visitors.**   Visitors using tobacco products will be asked to refrain while on \_\_\_\_\_\_\_\_\_\_\_Community College property or leave the premises.  Community College law enforcement officers may be contacted to escort the person off the premises or cite the person for trespassing if the person refuses to leave the college property.