

Tobacco Free Campus, 7.05
Chapter 7: General Administrative

Responsible Office: Human Resources

Applies to: Faculty, Staff, Students, Vendors, Volunteers and Visitors

Approved: 04/21/2020

Policy: The College strives to enhance the general health and wellbeing of its faculty, staff, students, and visitors. The College desires to support individuals to be tobacco free, to achieve their highest state of health, and to launch students into their careers at a high level of health and wellbeing. To support this commitment, the College intends to provide a tobacco free environment.

Guidelines:**I. Definition:**

- a. **Tobacco:** All tobacco-derived or containing products, including but not limited to, cigarettes (clove, bidis, kreteks), electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, nicotine vaporizers, e-pipes, e-hookahs and e-cigars, cigars and cigarillos, hookah smoked products, pipes, oral and nasal tobacco (spit and spitless, smokeless, chew, snuff). It also includes any product intended to mimic tobacco products, contain tobacco flavoring, or deliver nicotine other than for the purpose of cessation.

II. Environment:

- a. All Rhodes State College facilities, buildings, grounds, leased space and vehicles are tobacco free.
- b. Advertising and sale of tobacco are prohibited on college owned, operated or leased property or at any college sponsored event or college owned or sponsored media.

III. Cessation:

- a. The college is committed to supporting all faculty, staff and students who wish to stop using tobacco / nicotine products.
- b. Assistance to overcome tobacco / nicotine products is available through the College medical plan and other resources that will be made available to faculty, staff and students through Human Resources. Nicotine replacement or delivery products for the purpose of cessation are permitted under this policy. Electronic nicotine delivery systems or electronic smoking are not permitted for the purpose of cessation.
- c. Additional Resources: [Smoking Cessation \(rhodesstate.edu\)](http://rhodesstate.edu)

IV. Communication:

- a. Administrators, managers, and supervisors are responsible for respectfully communicating the policy to faculty, staff, students, and visitors.
- b. Faculty, staff, students, and visitors who observe individuals using tobacco on college property are encouraged and empowered to explain respectfully that its use is prohibited.
- c. Signage must be placed on entrances to and exits from buildings and on college owned and leased vehicles

V. Compliance: Continued concerns should be referred to the appropriate department for review and action:

- a. For faculty, staff, and student employees, issues should be referred to the employing department head.
- b. For students in the non-employment setting, issues should be referred to Student Affairs
- c. For volunteers and visitors, issues should be referred to the hosting unit

References: Ohio Smoke-Free Workplace Law (ORC Chapter 3794)

History:

	Date:	Reason:
Issued:	10/15/2013	Original policy reviewed and approved by Board of Trustees
Revised:	01/01/2014	Transition from non-smoking to tobacco free
Revised:	04/21/2020	Addition of vaping language Replaces Tobacco Free Rhodes State Policy 6.10.1

This policy and / or procedure provides operating principles for Human Resources issues at Rhodes State College. It supersedes any prior policy covering specific subject. This policy and / or procedure may be suspended, modified or cancelled as determined by the College. This policy and / or procedure does not create a contract of employment, nor is it a condition of employment between the College and its employees.