

PROCEDURE LIT.2.01.08  
SMOKE-FREE AND TOBACCO-FREE WORKPLACE

**SCOPE:** Faculty, Staff, Students, Employees of Contractors, and Visitors

1. **Introduction:** Lamar Institute of Technology (LIT) is committed to providing its employees, students and visitors with a safe and healthy environment. LIT recognizes that the use of tobacco products on LIT premises is detrimental to the health and safety of all. To that end, the use of tobacco products will not be permitted at any time on the LIT premises. This policy shall be implemented with an emphasis given towards positive methods of ensuring compliance whenever possible.
2. **Definitions:**
  - 2.1. Tobacco products include cigarettes, cigars, cigarillos, blunts, pipes, bidis, hookahs, chewing tobacco, dip, smokeless tobacco, snuff, vapes, or any other items containing or reasonably resembling tobacco or tobacco products.
  - 2.2. Tobacco use includes smoking, vaping, chewing, dipping, or any other use of tobacco products.
  - 2.3. LIT premises include any property in use by LIT, property leased or owned (including all grounds, buildings, facilities, vehicles, parking lots), property used for official functions sponsored by LIT; and property used by LIT in the conduct of any of its courses.
3. **Regulations:**
  - 3.1. Students, employees, visitors, volunteers, contractors or other persons performing services on behalf of LIT shall not be permitted to use any tobacco product of any type while on LIT premises.
  - 3.2. The sale or free distribution of tobacco products or merchandise on LIT premises shall be prohibited.
  - 3.3. Tobacco advertisements shall be prohibited in LIT run publications and on LIT premises.
4. **Compliance:** It shall be the responsibility of all LIT employees and students to comply fully with the policy.
  - 4.1. Students who repeatedly violate this policy will be handled through the student disciplinary process.
  - 4.2. Employees who repeatedly violate this policy will be referred to their supervisor to be handled through the appropriate employee disciplinary process.
  - 4.3. Visitors, volunteers, contractors or other service providers who repeatedly violate this policy shall be asked to leave campus.

## 5. Procedures:

- 5.1. Communication: Signage and other forms of communication will be posted in a manner and location that adequately notify students, employees, visitors, volunteers, contractors or other persons performing services on behalf of the Institute about this policy.
- 5.2. Education: LIT will consult with appropriate health organizations and resources to identify and provide programs and opportunities for students and employees to gain a greater understanding of the health hazards of tobacco use.
- 5.3. Cessation: LIT will consult with appropriate health organizations and resources to identify and provide programs and opportunities for students and employees to access support systems, programs, and services that encourage them to abstain from the use of tobacco products.

## 6. Tobacco Treatment Resources:

- 6.1. Campaign for Tobacco Free Kids – [www.tobaccofreekids.org](http://www.tobaccofreekids.org)
- 6.2. The American Lung Association – [www.lung.org](http://www.lung.org)
- 6.3. The American Cancer Society – [www.cancer.org](http://www.cancer.org)
- 6.4. The Centers for Disease Control – [www.cdc.gov/tobacco](http://www.cdc.gov/tobacco)
- 6.5. BeTobaccoFree.gov
- 6.6. Kill the Can – [www.killthecan.org](http://www.killthecan.org)
- 6.7. Become an Ex – [www.becomeanex.org](http://www.becomeanex.org)
- 6.8. National Cancer Institute’s Quitline – [www.cancer.gov/cancertopics/smoking](http://www.cancer.gov/cancertopics/smoking)
- 6.9. Medline Plus® - [www.nlm.nih.gov/medlineplus/quitingsmoking.html](http://www.nlm.nih.gov/medlineplus/quitingsmoking.html)
- 6.10. [www.smokefree.gov/](http://www.smokefree.gov/)
- 6.11. [www.surgeongeneral.gov/tobacco/](http://www.surgeongeneral.gov/tobacco/)
- 6.12. [www.helpguide.org/mental/quit\\_smoking\\_cessation.htm](http://www.helpguide.org/mental/quit_smoking_cessation.htm)
- 6.13. <http://whyquit.com/>
- 6.14. Julie Rogers Gift of Life Program – [www.giftoflifebmt.org/](http://www.giftoflifebmt.org/)

**Related Policies:** LIT.2.01

**Relevant Forms/Documents:**

**Relevant TSUS Policies/Forms/Documents:** TSUS Rules and Regulations, Chapter III. System – Component Operations, Section 20. Smoking and Tobacco Policy

**Relevant Statutes:**

**Relevant SACSOC Standards:**

**Document History:**

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*Reviewed:*

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