

Safety Program: Tobacco Use

Standard Administrative Procedure

3.0704.01

Board Policy Reference: [CGD](#), [Safety Program: Fire Prevention CGD](#)

Approved (02-12-2025)

Revised (02-12-2025)

Next Scheduled Review (02-12-2030)



Purpose Statement

The purpose of this procedure is to outline the guidelines and processes for maintaining a tobacco-free environment at the College District. This procedure aims to ensure a safe and healthy environment for employees, students, and visitors by eliminating exposure to tobacco products and secondhand smoke.

Definitions

Cigarette - a roll for smoking made of tobacco or tobacco mixed with another ingredient, wrapped in a material other than tobacco, and not classified as a cigar. (Health and Safety Code 161.081(1); Tax Code 154.001)

E-Cigarette - an electronic cigarette or any device that simulates smoking by using a heating element, battery, or electronic circuit to deliver nicotine or other substances to the user. This includes related components, parts, or accessories. Prescription medical devices unrelated to smoking cessation are excluded. (Health and Safety Code 161.081(1-a))

Tobacco Product - includes cigars, smoking tobacco, chewing tobacco, snuff, and any preparation of pulverized tobacco, as well as any product made of tobacco or a substitute that is not a cigarette. (Health and Safety Code 161.081(5); Tax Code 155.001)

Procedure

1. College District Tobacco-Free Policy

1.1. For the health and safety of all community members, the College District has adopted a comprehensive, districtwide tobacco-free policy. Effective August 1, 2013, the use, distribution, or sale of any tobacco product, smoking device, or electronic smoking device is prohibited on all College District grounds, including all College District-owned, -leased, or -rented buildings and vehicles.

1.2. This policy applies to all students, faculty, staff, employees, contractors, and visitors.

1.3. Violations are considered breaches of the College District's conduct standards and may result in disciplinary action.

2. Notification

- 2.1. The College District will ensure that all individuals, including employees, students, and visitors, are made aware of the tobacco-free policy through official communications, posted signage, and information on the College District's website.
3. Prohibition and Compliance for Individuals Under 21
 - 3.1. Consistent with Health and Safety Code regulations, individuals under the age of 21 are prohibited from possessing, purchasing, or using cigarettes, e-cigarettes, or other tobacco products on College District property.
 - 3.2. Violations by minors may be subject to a fine of up to \$100 and will be managed in accordance with state law. (Health and Safety Code 161.252)
4. Fines, Enforcement, and Compliance
 - 4.1. It is the College Community's responsibility to promote tobacco-free campuses.
 - 4.2. Authorized personnel, including campus police, may issue citations for policy violations on College District property.
5. Advertising and Sponsorships
 - 5.1. The College District will not solicit or accept any grants, gifts, or sponsorships from entities whose principal business is tobacco products. Advertising within legally distributed publications on College District property is permitted if they are not produced by the College District.

Related Statutes, Policies, or Requirements

CGD – Safety Program: Fire Prevention CGD
Health and Safety Code Title 2. Health Chapter 161. Public Health Provisions
<https://statutes.capitol.texas.gov/docs/HS/htm/HS.161.htm>

Contact Offices

Campus Police
campuspolice@laredo.edu
956-721-5303

Safety & Risk Management
safety@laredo.edu
956-721-5852

Student Discipline/ Title IX Coordinator
deanofstudents@laredo.edu
956-794-4988

Human Resources
humanresources@laredo.edu
956-721-5138
