

# University of Houston Clear Lake

## MEMORANDUM OF ADMINISTRATIVE POLICY

**SECTION:** Human Resources

**Number:** MAP 01.A.08

**AREA:** General

**SUBJECT:** Tobacco, Smoke and Vape Free Campus

**MAP 01.A.08**

### I. PURPOSE AND SCOPE

Tobacco and vaping use poses a significant risk to the health of both users and non-users. Secondhand smoke, smoking/non-smoke device emissions, snuff, and chewing tobacco can be irritating, can cause health hazards for nonsmokers in the workplace, and can be damaging to property. It can be particularly harmful to individuals with related heart and respiratory diseases or allergies. In the interest of the comfort, health, and safety of all its faculty, staff, and students, the University is required by State law to follow the rules regarding smoking.

The University of Houston-Clear Lake (or “University”) has been designated as a tobacco, smoke and vape-free campus. This policy prohibits the use of all tobacco products in university buildings and on university grounds, including parking areas (excluding personal car space), sidewalks, walkways, university-affiliated parking facilities, and university-owned buildings. This policy applies to satellite campuses, such as UHCL-Pearland and TMC. The University Forest Apartments are exempt from this policy, they are not owned or operated by the university.

### II. DEFINITIONS

- A. Tobacco Products – All forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookahs), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and any non-Food and Drug Administration (FDA) approved nicotine delivery devices.
- B. State Vehicle – A vehicle owned and/or operated by the university.
- C. E-Cigarettes – All forms of device containing nicotine or any other substance that can be used by a person to inhale vapor or aerosol from the product. The term includes e-cigarettes, e-cigars, e-pipes, e-hookahs, vape pens, or under any other product name or descriptor, and any aerosol, liquid, or vapor used in such a device.
- D. Campus – All areas of the University of Houston – Clearlake, including areas that are not adjacent to the main campus, such as UHCL Pearland and TMC.

### III. POLICY

- A. Prohibition of use and purchase of tobacco, smoke and vape products on Campus.
  - 1. This policy prohibits the use, sale, advertising, and sampling of all tobacco, smoke and vape products on the University of Houston-Clear Lake campus, including satellite campuses. This includes all buildings, vehicles, grounds, sidewalks and parking areas owned and/or operated by the University. Areas of campus which were previously designated as tobacco use areas shall now be tobacco, smoke and vape-free.
  - 2. This policy applies equally to all university faculty, staff, students, all affiliates, contractors third party workers and visitors. This policy is applicable twenty-four (24) hours a day, seven (7) days a week.

3. Tobacco use is prohibited in state vehicles.
4. Tobacco use may be permitted on Campus only under the following exceptions:
  - a. By artist or actors who are participating in a University authorized performance that require smoking and/or vaping as part of the artistic production. Permission must be granted prior to the performances/rehearsals.
  - b. Approved sponsored research programs involving tobacco, smoke and/or vaping.

#### IV. COMPLIANCE

The University of Houston-Clear Lake seeks to secure compliance of this policy by establishing a culture of cooperation, courtesy and mutual respect for the health of each individual in the community. If someone is seen using tobacco products on university property, an individual may inform the user of the policy and request that he/she comply. Enforcement of this policy will be achieved primarily through education, awareness and cooperation.

#### V. REVIEW AND RESPONSIBILITY

Responsible Party: VP Admin & Finance

Review: Review 5 years

#### VI. APPROVAL

Mark Denney  
VP Admin & Finance

Dr. Richard Walker  
President

Date of President's Approval: November 9, 2023

#### VII. REFERENCES

<https://www.uhcl.edu/human-resources/work-life/health-wellness>  
<https://www.uhcl.edu/campus-life/health-wellness/health-services/quit-smoking>

**REVISION LOG**

<b>Revision Number</b>	<b>Approved Date</b>	<b>Description of Changes</b>
1	03/20/2017	Initial edition approved by UC
2	04/25/2018	Revised by HR – Edits based on approved tobacco-free policy changes. Formatted to fit new template.
3	5/10/2018	Approved by President and UC
4	4/28/2023	Revised by HR and General Counsel. Title change to include vaping.