

4.4.2 Tobacco-Free Campus

A. Purpose

The University of Texas at Tyler prohibits the use of all forms of tobacco products, as defined below, on University property. The University prohibits any advertising or sale, or free sampling of tobacco products on University property. Littering the campus with the remains of tobacco products or any other related waste product is prohibited.

B. Authority/Persons Affected

The University recognizes its social responsibility to promote the health, well-being and safety of University students, faculty, staff and visitors. Tobacco prevention programs are most effective when supplemented by strong tobacco-free policies and when they are incorporated into a broader community effort to reduce tobacco use. In light of this information it is the University's intent to prohibit tobacco use. This policy applies to all employees, students, University affiliates, contractors and visitors and is applicable twenty-four (24) hours a day, seven (7) days a week.

C. Definitions

Tobacco Products: All forms of tobacco products, including but not limited to, cigarettes (of any kind including herbal/spice cigarettes), cigars, pipes, water pipes (hookah), bidis, kreteks, electronic nicotine delivery systems (includes electronic cigarettes), smokeless tobacco, snuff, chewing tobacco and any other tobacco product.
University Community: Students, faculty, staff, University affiliates, contractors and visitors.
University Property: Property located within the State of Texas that is owned, operated, leased, occupied, or controlled by the University. For purposes of the Tobacco-Free Campus policy, this includes but is not limited to all buildings and structures, sidewalks, parking lots, walkways and attached parking structures owned or controlled by the University and all University-owned vehicles.

D. Policy and Procedures

1. Enforcement of Policy

As of August 15, 2016, UT Tyler will be a tobacco free campus. Effective implementation of this policy relies on the courtesy, respect and cooperation of all members of the University community.

- a. When seen and/or reported, violations of this policy will be addressed by the Office of Human Resources regarding staff and faculty, and the proper disciplinary action will take place. Student violations will be addressed by the Office of the Dean of Students and the proper disciplinary action will take place as well.
- b. If someone is seen using smoking devices or tobacco products on University property, all members of the University community are encouraged to politely and respectfully notify those who are smoking and/or using a product prohibited on campus as of Aug. 15, 2016, that the UT Tyler campus is Tobacco-Free. Details of the steps that should be followed are below:
 - a. First offense: Individual will be informed that the UT Tyler campus is Tobacco-Free.
 - b. Second offense: A warning will be given and documented for record keeping

with the Office of Human Resources if the individual is a staff or faculty member, or documented with the Office of the Dean of Students if the individual is a student.

- c. Third offense: A second warning will be provided and again documented for record keeping with the appropriate office.
- d. Fourth offense: A mandatory educational program will be required for the individual to complete that will include information regarding involvement in a cessation program.
- e. Fifth offense: Appropriate disciplinary action will be taken in accordance with applicable University policy.

2. Exemptions to the Policy

Smoking devices or tobacco products may be permitted under the following circumstances:

- a. Sponsored research involving smoking devices or tobacco products, provided the University employee obtains the prior approval of the Associate Vice President for Research and a waiver is requested and granted in accordance with sponsored research requirements, if any. Smoke, like any other laboratory air contaminant, shall be controlled.
- b. By artists or actors who participate in UT Tyler authorized performances that require use of smoking devices or tobacco products as part of the artistic production.
- c. Under special circumstances, which may include clinical or educational purposes, where prior approval of the appropriate Vice President and other required officials, i.e. the Office of Environmental Health & Safety is obtained.

3. Awareness and Education

- a. Notification of our Tobacco-Free Campus policy to current and prospective students and employees through communication available on University websites;
- b. Notification during the admission and enrollment process or during new hire orientation for faculty and staff, as applicable;
- c. Informational meetings, postings, and electronic notifications;
- d. Notices bearing the message “Tobacco-Free Campus” or the international “No Tobacco” symbol or similar signage will be posted around campus property;
- e. Organizers and attendees at public events, such as conferences, meetings, public lectures, social events, cultural events and sporting events using University facilities will be required to abide by the Tobacco-Free Campus policy. Organizers of such events are responsible for communicating the policy to attendees.

4. Tobacco Cessation Assistance

UT Tyler is committed to supporting all students, faculty and staff who wish to stop using tobacco products and assistance is available. For a full listing of tobacco cessation resources, please visit, <http://www.uttyler.edu/tobacco-free.php> (<http://www.uttyler.edu/tobacco-free.php>).

E. Responsibilities

See Policy and Procedures section.

F. Review

This policy shall be reviewed by the Human Resources every five years or as legislation changes.