JACKSON STATE COMMUNITY COLLEGE

TBR Policy Reference:              Original Date Effective: January 1, 2014
TBR Guideline Reference:          Approved By: Bruce Blankley
SUBJECT: Tobacco & Smoke-Free
Campus

Office Responsible: Vice President of Financial & Administrative Affairs

I. PURPOSE

Jackson State Community College ("JSCC") promotes a healthy, safe, and aesthetically pleasing work and educational environment. The JSCC community acknowledges that long-term health hazards may occur to people who use tobacco products or who are subjected to second-hand smoke. As a result, effective January 1, 2014, JSCC is a Tobacco & Smoke-Free Campus and the use of tobacco will not be permitted except as specifically permitted under this policy. This policy applies to all faculty, staff, students, contractors, and visitors of JSCC and is in effect 24 hours a day, year round. This policy applies to all forms of tobacco products including, but not limited to, cigarettes, pipes, cigars, chewing tobacco, and snuff as well as smokeless electronic cigarettes and other similar devices.

II. GENERAL RULES

Prohibited Areas for Tobacco or Smoking
Tobacco use is not permitted in any JSCC-owned or leased property. This includes all grounds, vehicles, and buildings owned or leased by JSCC, including off-campus property.

III. SUPPORT

Understanding the addictive nature of tobacco products, JSCC will make every effort to assist those who may wish to stop using tobacco products. Students who wish to stop using tobacco are encouraged to contact Counseling & Career Services for information about smoking cessation programs. Faculty and Staff who wish to stop using tobacco are encouraged to contact Human Resources for information about tobacco cessation resources.

IV. COMPLIANCE AND ENFORCEMENT OF POLICY

A. Compliance
All members of the JSCC community shall be responsible for compliance with this policy. It is expected that all faculty, staff, students, contractors, and visitors will voluntarily comply with the spirit and intent of this policy. Violation of this policy may be regarded as a willful safety violation.

B. Enforcement of Policy
The success of this policy will depend on the thoughtfulness, consideration and cooperation of both tobacco users and non-users. Fines and citations will not be part of the basic enforcement of this policy; however, the discipline policies applicable to students, faculty, and staff may be invoked, if necessary, to secure compliance with this policy. Violations of this policy will be enforced in the following manner:
   (I) Violations of this policy by faculty and staff should be brought to the attention of the employee's supervisor and/or Human Resources, as appropriate.
(2) Violations of this policy by students should be brought to the attention of the Dean of Students.
(3) Violations of this policy by visitors should be brought to the attention of Environmental Health & Safety Office.
(4) Violations of this policy by contractors should be brought to the attention of the department for whom the contractor is working or Physical Plant, as appropriate.
(5) Violations of this policy at off-campus centers should be brought to the attention of the Center Director.

V. IMPLEMENTATION

A. Signage
Physical Plant will be responsible for providing appropriate signage and for removing all receptacles for discarding smoking materials in previously designated smoking areas. The department for whom a contractor is working will be responsible for ensuring that contractors performing work for their department on property owned or leased by JSCC are notified of the requirements of this policy. Construction contractors will be notified by Facilities Services.

B. Notice to Contractors
The department for whom a contractor is working will be responsible for ensuring that contractors performing work for their department on property owned or leased by the JSCC are notified of the requirements of this policy. Construction contractors will be notified by Physical Plant.

C. Notice to Faculty, Staff, and Students
Human Resources will be responsible for implementing procedures to ensure that all current and future faculty and staff are notified of the requirements of this policy.

D. Notice to Students
Student Services will be responsible for implementing procedures to ensure that all current and future students are notified of the requirements of this policy.