



## **POLICY & PROCEDURE DOCUMENT**

NUMBER: 0.2110

DIVISION: General University

TITLE: Tobacco-Free Campus Policy

DATE: January 1, 2020

Policy for: All Employees and Students

Authorized by: President and University Cabinet

### **I. Purpose and Scope**

Western Kentucky University ("WKU") has a strong interest in maintaining a safe and healthy environment for our students, employees, and visitors. Research findings show that use of tobacco products in general constitutes a significant health hazard. In addition, tobacco use is a serious safety concern and has been specifically listed as a contributing factor in a number of university facility fires across the nation, many of which have resulted in fatalities or major damage.

In furtherance of this interest, effective January 1<sup>st</sup>, 2020, WKU will become a tobacco-free, smoke-free campus.

### **II. Definitions**

- A. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe. "Smoking" also includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form.
- B. "Tobacco Products" means all forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), bidis, electronic cigarettes/smoking device, and smokeless tobacco products. "Tobacco products" does not include any cessation product specifically approved by the U.S. Food and Drug Administration for use in treating nicotine or tobacco dependence.
- C. "Electronic Smoking Device" means any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person in any manner for the purpose of inhaling vapor or aerosol from the product. The term includes any such device,

whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor (i.e. JUUL, SMOK, etc.).

- D. "Members of the University community" include its faculty, staff, students, contractors, volunteers, and visitors.
- E. "WKU owned property" includes, but is not limited to, Bowling Green Main Campus, Bowling Green South Campus, Bowling Green Agriculture Farm, WKU Glasgow Regional Campus, WKU Owensboro Regional Campus, and all leased properties.

### **III. Policy**

- A. The use of all tobacco products is prohibited on all property that is owned, operated, leased, occupied, or controlled by the University, except as otherwise provided below (see Section IV -Exceptions and Limitations). "Property" for purposes of this policy is defined to include buildings and structures, grounds, parking structures, enclosed bridges and walkways, sidewalks, parking lots, and university-owned vehicles.
- B. The advertisement, sale and distribution of all tobacco products is prohibited on all property that is owned, operated, leased, occupied or controlled by the University.

### **IV. Exceptions/Limitations**

- A. Tobacco use may be permitted for research, academic, or clinical purposes in a controlled laboratory setting with prior approval of the dean or director responsible for the facility, the Provost or appropriate executive vice president, and in the case of smoking, the University Fire Marshal. Smoke, like any other laboratory air contaminant generated, shall be controlled locally in a chemical hood or other exhaust system that provides 100% exhaust to the outside.
- B. Tobacco use may be permitted for fundamental traditional and ceremonial use of tobacco with prior approval of the dean or director responsible for the facility, the Provost or appropriate executive vice president, and in the case of smoking, the University Fire Marshal.
- C. Tobacco use in facilities that are not owned, leased, or controlled by the University are subject to the tobacco policies applicable to those particular facilities, and are exempt from this regulation.

### **V. Enforcement**

The effective implementation of this policy will depend on the thoughtfulness, consideration, and cooperation of the WKU community. All faculty, staff and students share in the responsibility for adhering to and enforcing this policy. Members of the University community are encouraged to respectfully inform others about the policy in an ongoing effort to enhance awareness and improve compliance with this policy.

Respect and accountability by the University community to this policy will be primarily achieved through education, awareness and support to those who desire to stop using tobacco products.

Violations of this regulation may result in corrective action under the Student Code of Conduct, Human Resource Policies and Procedures, or other applicable university regulations or policies. Visitors refusing to comply may be asked to leave campus.

## **VI. Tobacco Cessation Assistance**

The University is committed to supporting faculty, staff and students who wish to stop using tobacco products. See WKU's Tobacco Free webpage ([www.wku.edu/tobaccofree](http://www.wku.edu/tobaccofree)) for cessation programs and resources.