



## RCTC SMOKING POLICY (RCTC Policy 5.18.2)

**Part 1: Purpose:** The purpose of this policy is to establish guidelines for smoking on campus. This policy is to address the concerns and rights of non-smokers and smokers.

**Part 2: Policy:**

1. Smoking is prohibited inside all UCR buildings, entrance structures, and designated non-smoking facilities.
2. Smoking is prohibited in all UCR, State, and Institutional owned or leased vehicles.
3. Smoking is prohibited within 20 feet of a building entrance.
4. Smoking is prohibited within 20 feet of a ventilation system intake duct, or windows used to provide fresh air to building spaces.
5. Signage designating the entrance as being smoke-free within 20 feet will be posted near each entrance exterior.
6. Smoking receptacles will be provided in locations designated by UCR as a tobacco use area.
7. Signage will be posted to identify locations designated for tobacco use.
8. Staff, faculty, students, and visitors shall not block the route of entrance or exit on sidewalks where smoking is allowed.
9. Staff, students, faculty, and visitors should dispose of smoking materials in smoking receptacles designated for this purpose.

**Part 3: Definitions:**

**Smoking**--The burning of any type of lighted pipe, cigar, cigarette, or any other smoking equipment, whether filled with tobacco or any other type of material.

**Entrance** – Any public doorway used by people to enter or exit a building.

**Facility**--Any enclosed area of a structure, or portion therein, which is owned and/or being occupied or operated by any UCR institution. This is intended to include any University Center Rochester institution owned and operated vehicles and outdoor group seating facilities.

**Part 4: Enforcement:** Enforcement of this policy is the responsibility and the right of all UCR staff, students, and faculty members. Each institution of UCR will enforce the policy to its fullest extent, which may include, but is not limited to, disciplinary actions and/or sanctions.

Each institution of UCR will enforce the smoking policy, when possible, by writing incident reports for violations of the smoking policy. These reports will be routed to the appropriate contact each of the UCR institutions.

Each institutions' Student Affairs will follow their disciplinary procedures for smoking policy violations.

Supervisors of staff and faculty will follow the relevant collective bargaining agreement or personnel plan for discipline of violations of smoking policy.

*Date of Implementation:*

*Immediate*

*Date of Adoption:*

*April 25, 2006*