

## WOODLAND COMMUNITY COLLEGE

### Tobacco Policy

1. In the interest of public health Woodland Community College is a tobacco-free Campus effective August 18, 2003. Use of any form of tobacco is prohibited at all times in the following areas:
  - 1.1 On all grounds and in all buildings of the Woodland Community College campus
  - 1.2 In or on any space, building, or classroom leased or rented by the college
  - 1.3 In all vehicles owned or leased by the college
2. This policy and these regulations apply to employees, students, visitors, and other persons who enter any Woodland Community College facility as described in ¶ 1.
3. Woodland Community College shall make available to employees and students a current referral list of treatment centers for smokers and other information that may assist individuals who wish to stop using tobacco products. Such information shall be readily available through the college.
4. Signs prohibiting tobacco use shall be displayed prominently at Woodland Community College. The no-tobacco policy will be communicated by various means such as the web site, student and employee orientations, posters, and print versions of the schedule of classes.
5. Enforcement Procedures: Any employee, student, visitor, or other person found to be in noncompliance with this policy shall be subject to the following;
  - 5.1. A verbal warning that clearly states the policy.
  - 5.2. Administrative action including but not limited to a verbal warning, an explanation of the policy, a health education referral, and/or withdrawal of consent to remain on the Woodland Community College campus or other college facility identified in ¶ 1.
  - 5.3. Revocation of facility use for noncompliant individuals/groups.
6. It shall be the primary responsibility of the Woodland Community College Site Council to keep the regulations current and to publicize them to employees, students, and visitors. Recommendations may be made directly to the Site council or to a Dean who will forward them to Site Council for consideration.