

**TRI-COUNTY TECHNICAL COLLEGE
PROCEDURE**

PROCEDURE NUMBER: 4-2-1014.1

PAGE: 1 of 2

TITLE: Tobacco and Vaporizing Products

**RELATED POLICIES
AND PROCEDURES:**

4-2-1014, Tobacco and Vaporizing Products Policy
8-5-1000, Disciplinary Action Policy
3-2-1060, Student Code and Grievance Policy
3-2-1060.1, The Student Code for the South Carolina
Technical College System Procedure
3-2-1060.2, The Student Grievance Procedure for the South
Carolina Technical College System

**ADMINISTRATIVE
RESPONSIBILITY:**

Assistant Vice President for Human Resources

July 1, 2004

April 25, 2022

April 25, 2022

**DATE APPROVED BY
PRESIDENT**

DATE LAST REVIEW

DATE LAST REVISION

1. Restricted Areas
 - a. The use of tobacco is prohibited on all property owned or leased by Tri-County Technical College, including all buildings, grounds, and parking lots.
 - b. The use of tobacco is prohibited inside any privately-owned vehicle located on College property. Use of tobacco is prohibited inside any vehicle owned or leased by the College at all times and in all locations.
 - c. When any person enters College property, any smoking material shall be extinguished and disposed of in an appropriate receptacle at the perimeter of the grounds of the College. All other types of tobacco product in use at the time of entry to College property shall also be disposed of in an appropriate receptacle at the perimeter of the grounds of the College.

**TRI-COUNTY TECHNICAL COLLEGE
PROCEDURE**

PROCEDURE NUMBER: 4-2-1014.1

PAGE: 2 of 2

Signage will be posted throughout the campus to indicate that tobacco use is prohibited.

2. Tobacco Products Defined

For the purposes of the procedure, tobacco products include the use of cigarettes, e-cigarettes, cigars, pipes, smokeless tobacco, vaporizers and similar type products.

3. Enforcement

This policy is provided for the common good of the entire campus community. As such, the entire campus holds responsibility for its successful enforcement. Employees should encourage policy compliance by reminding those in violation of the policy that the campus is a tobacco-free environment. Habitual violators and/or those who become defiant shall be referred as follows:

Student violators - Shall be referred to the Chief Student Services Officer/designee who will handle the situation through the Student Code of Conduct.

Employee violators - Shall be referred to their supervisor who will handle the situation through the Disciplinary Action Policy.

4. Fines

Violators may be assessed a fine of up to \$100.00 for policy violation. Such fines are issued by and coordinated through the Campus Police Department.