

University of Houston Clear Lake

MEMORANDUM OF ADMINISTRATIVE POLICY

SECTION: Human Resources
AREA: General

Number: 01.A.08

SUBJECT: Tobacco Free Campus Policy

I. PURPOSE

Tobacco use poses a significant risk to the health of both users and non-users. Secondhand smoke, smoking/non-smoke device emissions, snuff, and chewing tobacco can be irritating, can cause health hazards for nonsmokers in the workplace, and can be damaging to property. It can be particularly harmful to individuals with related heart and respiratory diseases or allergies. In the interest of the comfort, health, and safety of all its faculty, staff, and students, the University is required by State law to follow the rules regarding smoking.

The University of Houston-Clear Lake has been designated as a tobacco-free campus. This policy prohibits the use of all tobacco products in university buildings and on university grounds, including parking areas (excluding personal car space), sidewalks, walkways, university-affiliated parking facilities, and university-owned buildings. This policy applies to satellite campuses, such as UHCL-Pearland and TMC. The University Forest Apartments are exempt from this policy, they are not owned or operated by the university. This policy applies to all employees, students, university affiliates, contractors and visitors and is applicable twenty-four (24) hours a day, seven (7) days a week.

II. DEFINITIONS

- 2.1 Tobacco Products – All forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookahs), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and any non-Food and Drug Administration (FDA) approved nicotine delivery devices.
- 2.2 State Vehicle – A vehicle owned by the university.
- 2.3 State Agency – An agency in any branch of state government including institutions of higher education.

III. POLICY**3.1 The university shall be a tobacco-free campus.**

3.1.1 This policy prohibits the use, sale, advertising, and sampling of all tobacco products on the University of Houston-Clear Lake campus, including satellite campuses. This includes university owned buildings, vehicles, grounds, and sidewalks. Areas of campus which were previously designated as tobacco use areas shall now be tobacco- free.

3.1.2 This policy applies equally to all university faculty, staff, students, and all third-party workers and visitors.

3.1.2.1 Tobacco use is prohibited in university buildings, with the exception of participants in approved theatrical performances, or approved sponsored research programs involving tobacco products. This policy does not apply to the University Forest Apartments.

3.1.2.2 Tobacco use is prohibited in university owned vehicles.

IV. COMPLIANCE

The University of Houston-Clear Lake seeks to secure compliance of this policy by establishing a culture of cooperation, courtesy and mutual respect for the health of each individual in the community. If someone is seen using tobacco products on university property, an individual may inform the user of the policy and request that he/she comply. Enforcement of this policy will be achieved primarily through education, awareness and cooperation.

V. REVIEW AND RESPONSIBILITIES

Responsible Party: VP ADMINISTRATION AND FINANCE

Review: Every Three (3) years

VI. APPROVALMARK DENNEY

Vice President for Administration and Finance

DR. IRA BLAKE

President

Date: May 10, 2018**VII. REVISION LOG**

Revision Number	Approved Date	Description of Changes
1	03/20/2017	Initial edition approved by UC
2	04/25/2018	Revised by HR – Edits based on approved tobacco-free policy changes. Formatted to fit new template.
3	5/10/2018	Approved by President and UC
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VIII. REFERENCES<https://www.uhcl.edu/human-resources/work-life/health-wellness><https://www.uhcl.edu/campus-life/health-wellness/health-services/quit-smoking>