

# EAST CAROLINA UNIVERSITY

## Policy Statement on Smoking

(Revised 1/12/2009)

**Authority:** Issued by the Chancellor.

**Statutory Authority:** [N.C. General Statutes 143-596 to 143-597](#) and [130A-491 to 130A-493.1](#)

**Policy Administrator:** Associate Vice Chancellor, Human Resources (252) 328-9881

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### I. Purpose

A. This policy governs all buildings and property that are owned, leased or occupied by East Carolina University ("university"). This regulation also governs the grounds and walkways of such properties and state vehicles.

B. This policy is adopted in accordance with North Carolina law for purposes of improving public health and applies to all faculty, staff, students, visitors and patients. It is the responsibility of every member of the University community to conduct himself or herself in compliance with this policy and the policy of the ECU Health Science Complex.

### II. Smoking Restrictions

Smoking (use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product) must not occur within the no smoking areas as designated by this policy. All smoking materials must be disposed of in the appropriate receptacles.

#### A. Buildings

Effective August 14, 2008, smoking is prohibited inside university owned or leased buildings, including residence halls governed by the Division of Student Affairs. The word "buildings" includes but is not limited to, building walls, exits, entrances, air intakes, windows, exterior stairs, balconies, porches, breezeways or any other structure adjoining a campus building.

## B. Grounds & Walkways

Smoking is prohibited within 25 linear feet of all university buildings. Smoking may be prohibited in other outdoor spaces (beyond 25 feet) for safety or health reasons.

## C. ECU Health Sciences Complex

The Division of Health Sciences has approved a separate smoking policy, effective January 1, 2009, which applies to its complex's buildings, grounds and walkways in accordance with University policy and North Carolina law. Access to a complete copy of the Policy may be found at <http://www.ecu.edu/cs-dhs/prospectivehealth/emwellness.cfm>. A six month period for education about and implementation of this policy became effective July 1, 2008.

## D. State Vehicles

Effective January 1, 2009, smoking is prohibited in all state vehicles. State vehicles are defined as a passenger-carrying vehicle owned, leased or otherwise controlled by the State and assigned permanently or temporarily to a State employee or State agency or institution for official State business. One or more signs shall be placed in conspicuous areas of the vehicle, shall state that "smoking is prohibited" and may include the international "no smoking" symbol.

## E. Exceptions

1. Smoking is permitted inside university buildings that are used for medical or scientific research to the extent that smoking is an integral part of the research. Smoking permitted under this subsection shall be confined to the area where the research is being conducted and as approved by the Office of Environmental Health and Safety.
2. A dean or vice chancellor may designate an outdoor space as an authorized smoking location within 25 feet of a building for which s/he has administrative authority, as long as the location is at least 25 feet from all public entrances and HVAC intakes and is approved by the Office of Environmental Health and Safety.

## III. Implementation

Facilities Services shall be responsible for design, installation and maintenance of signage to indicate "smoking is prohibited" at appropriate building locations, and signage to indicate areas within 25 feet of university buildings that have been approved by an appropriate dean or vice chancellor as designated smoking areas. Facilities Services will provide appropriate receptacles for smoking waste in designated areas.

Department heads will be responsible for installation and maintenance of signage in university owned vehicles under their control. ECU Parking & Transportation will be responsible for installation and maintenance of signage in vehicles leased through Motor Fleet Management.

#### **IV. Enforcement**

Deans, Directors and department heads have primary responsibility for administration and enforcement of this policy. Voluntary compliance should be encouraged first to educate visitors, patients and new faculty, staff and students. Students violating this policy may be referred to the Dean of Students. Human Resources is available to assist with faculty and staff violations.

Visitors, patients, and students who violate the no smoking policy should be reminded of the policy and asked to comply by putting out the lighted tobacco product. If a student refuses to comply with the policy, the Dean of Students' office should be contacted. That office will follow up with the student regarding the policy and available resources.

Any University employee who violates the no smoking policy should be reminded of the policy and asked to comply by putting out the lighted tobacco product. If an employee refuses to comply with the policy, the departmental representative will notify the immediate supervisor of the noncompliant employee. The immediate supervisor will follow-up with the employee to remind him/her about the policy and available resources. Continuing violations may also result in appropriate corrective action under the applicable disciplinary policy.

ECU Police may issue citations to anyone who violates this policy. Citations result in a fine of up to \$25 and are subject to additional court costs as well.

#### **V. Policy Management**

Human Resources will maintain and update this policy as required. Human Resources is available to assist departments in policy interpretation and compliance.

**Approved by the Chancellor's Executive Council on January 12, 2009**