
TITLE: EATING, DRINKING, AND SMOKING IN COLLEGE FACILITIES**POLICY NO: 4-3****EFFECTIVE DATE: 10/01/90****VCCS POLICY NO: [3.12](#)****REVISED DATE: 02/25/14****I. Purpose:**

To provide a safe, healthy and clean work and academic environment, improve indoor and outdoor air quality, and promote the comfort of students, faculty, staff, and guests.

II. Definitions:

e-cigarettes: a battery-powered device such as an electronic cigarette, electronic vaping device, personal vaporizer (PV), or electronic nicotine delivery system (ENDS) which simulates cigarette or tobacco smoking.

III. Policy:

A. Smoking or inhaling any substance, by any method, including but not limited to tobacco products, e-cigarettes, and aromatic smoking products, such as clove cigarettes, herbal cigarettes, etc., and consuming any type of tobacco products is prohibited:

1. inside all college-owned and managed facilities;
2. in college-owned and leased vehicles;
3. on college loading docks; and
4. within twenty-five feet (25 ft.) of any college-owned or managed buildings.

B. Eating and drinking are prohibited in:

1. instructional laboratories, unless exceptions are approved by the vice president of finance and administration or vice president of Community College Workforce Alliance;
2. computer laboratories;
3. designated computer areas of all libraries; and
4. the Jeanette S. Lipman Auditorium of the Massey Library Technology Center on the Parham Road Campus.

IV. Procedures:

It is the responsibility of the college community to comply with this policy and to inform visitors and service providers about this policy. This policy applies even in the absence of signs prohibiting eating, drinking, or smoking. Employees should tactfully direct individuals to the appropriate designated areas.

Smoking is allowed on college property only in identified designated areas. Receptacles for cigarette disposal will be placed in these designated areas for use by smokers.

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Employee failure to abide by “no smoking” designations may result in disciplinary action, as determined by the appropriate standards of conduct: [Department of Human Resource Management \(DHRM\) Policy 1.60](#), Standards of Conduct for classified employees or [Virginia Community College System \(VCCS\) Policy 3.12](#), Faculty Sanctions for faculty-ranked employees. Student failure to abide by “no smoking” designations may result in disciplinary action as determined by [Reynolds Policy No. 1-35](#), Student Conduct.

The Department of Police will be responsible for the enforcement of this policy by administrative or criminal action in accordance with state statute.

V. Other Information:

[Department of Human Resource Management \(DHRM\) Policy 1.60](#), Standards of Conduct

[Virginia Community College System \(VCCS\) Policy 3.12](#), Faculty Sanctions

[Reynolds Policy No. 1-35](#), Student Conduct