

## **ADMINISTRATIVE PROCEDURE MANUAL**

| WCJC Title: <b>Tobacco Use</b>    |  | Section C: Business and Support Services |  |
|-----------------------------------|--|--|--|
| BASED ON BOARD OF TRUSTEES POLICY |  |  |  |
| Policy Title: Site Management     |  | Policy Number: CH                        |  |
| Subtitle: None                    |  | Date Adopted: 08/01/2020                 |  |

## **Purpose**

Details Wharton County Junior College's policy prohibiting smoking and the use of tobacco products on the college campuses.

## **Procedure**

Tobacco product use will be prohibited both indoors and outdoors including all common areas, building entrances, athletic fields, and sidewalks. Tobacco product use will only be permitted in a college parking lot or designated areas.

The Director of Facilities Management, in consultation with the Building Supervisors, is responsible for affixing non-tobacco-use signs at all WCJC campuses.

The Office of Security and Public Safety has the principal responsibility for enforcing this policy and for issuing citations to persons who violate the policy.

**Date Prepared: 5/26/2023 (JE)** 

**Revised Date:**