

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE**  
**SMOKING AND TOBACCO PRODUCTS USE POLICY**

**Number** 06.05.08

**Division** Facilities and Operations

**Date** November 26, 2014

**Purpose** The purpose of this policy is to provide faculty, staff, and students a campus environment that promotes health and well-being by restricting smoking and the use of tobacco products on campus.

**Policy** Smoking and the use of all tobacco products is prohibited in all University owned or leased facilities.

“Smoking,” as used in this policy, means inhaling, exhaling, burning, or carrying any lighted cigarette, cigar, pipe, water pipe, or electronic cigarette.

“Tobacco products,” as used in this policy, include cigarettes, cigars, pipes, smokeless tobacco (such as chewing tobacco and snuff), and water pipes (hookah).

This policy is based on scientific evidence and concerns regarding the negative effects of the use of tobacco products, both on the user and, where the product is smoked, on others who may be exposed to the exhale.

This ban shall also apply to building entrances and to the area within 25 feet of the entrance, except that building entrances may be designated as smoking entrances provided they are not located near air intakes. Cigarette receptacles will be placed at least 25 feet away from non-smoking entrances. “No smoking/tobacco use” signage will be placed on University buildings, and prohibited and permitted smoking building entrances will also bear appropriate signage.

The sale, distribution, and advertisement of tobacco products and electronic cigarettes are prohibited on campus.

**Procedures**

1. This University policy will be communicated in writing to all prospective students and candidates for employment, as well as all current students and employees.
2. Complaints regarding a violation of this policy that are not remedied by means of a personal request to the offender are to be brought to the attention of the offender’s immediate supervisor or, for an academic building, the Dean.

3. The Office of Environmental Health and Safety will designate smoking and non-smoking building entrances, based on location of air intakes and covered areas. At least one covered entrance per building, where available, will be designated as a smoking entrance, provided it is not near an air intake.
4. As required by state law, signs will be maintained on each building indicating that smoking and tobacco use are not allowed in the building or within 25 feet of any non-smoking entrance. The signs will be affixed and maintained by the Facilities and Operations Department.
5. The Facilities and Operations Department will be responsible for placing cigarette receptacles in the designated building entrance smoking areas.
6. The Employee Health Clinic and the Student Health Center will provide, upon request, tobacco use cessation information, materials, and referrals to all interested faculty, staff, and students. Human Resources will provide smoking and tobacco use cessation classes.
7. The smoking and tobacco use policy will be incorporated into the staff and faculty handbooks by Human Resources and the Office of the Provost, respectively, and into the student handbook by the Office of the Dean of Students. The Office of University Housing and Residence Life shall incorporate this policy into the Guide for Residential Living. Risk Management shall incorporate this policy into the Fleet Vehicle Safety Policy.

**Review**

The Senior Vice President for Finance and Administration is responsible for the review of this policy every five years (or whenever circumstances require).

**Approval**


  
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Chief University Counsel

11/25/14  
Date

  
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Senior Vice President for Finance and Administration

11/25/14  
Date

**APPROVED:**

  
\_\_\_\_\_  
President

11/26/14  
Date