

3.6 UNIVERSITY SMOKING POLICY

1. Purpose

Radford University has a vital interest in maintaining a healthy and safe environment for its students, faculty, staff and visitors while respecting individual choice. The following policy has been established consistent with these concerns and to ensure compliance with the Governor's Executive Order No. 41 which bans smoking in offices occupied by executive branch agencies and institutions, including institutions of higher education. The order further directs that smoking shall be banned in any other building operated by executive branch agencies and institution, including institutions of higher education.

2. Applicability

This policy applies to all employees, students, visitors, and all other individuals while they are on university owned or operated property, or in university vehicles.

3. Definition

The burning of tobacco or any other material in any type of smoking equipment, including, but not restricted to cigarettes, cigars, or pipes.

4. Policy

Smoking is prohibited in all university-owned and operated buildings and enclosed spaces. The right of the nonsmoker to protect his or her health will take precedence over an individual's desire to smoke. The following specific guidelines shall apply:

- A. Smoking is prohibited in all indoor and enclosed locations owned or operated by the University;
- B. Smoking is prohibited in all outdoor athletic and other facilities and spaces that are defined by a fence or wall;
- C. Smoking is prohibited within 25 feet of the entrance of any such building or facility;
- D. Smoking is prohibited in all university vehicles, whether state-owned or leased;
- E. Smoking is prohibited in any area in which a fire or safety hazard exists.

5. Procedures

A. Communication

All faculty, staff, students, and visitors will be informed of this policy through appropriate means.

B. Signage

Signs shall be posted in each building and facility stating that "*This is a Smoke-Free Building/Facility.*" Signs shall also be posted to prohibit smoking in any area in which a fire or safety hazard exists. Signs shall be posted identifying designated smoking areas.

6. Responsibilities

Each supervisor, manager, department head, director, dean, and vice president is responsible for consistently enforcing the provisions of this policy in their area of accountability.

Facilities Operations is responsible for placing and maintaining appropriate signage. The Director of Facilities Planning & Construction is responsible for designating nonsmoking areas in which a fire or safety hazard exists.

All faculty, staff, students, and visitors are responsible for observing the smoking policy. Successful enforcement of the smoking policy depends on respect for the rights of and cooperation among all members of the university community.

7. Sanctions

Sanctions will be commensurate with the severity and/or frequency of the offense and will be handled in accordance with provisions of applicable handbooks or codes of conduct.

Responsibility: Vice President for Finance and Administration

Authorization: *Signature on file*
Penelope W. Kyle, President

Date: March 1991; Revision January 2007

Effective Date: January 26, 2007

