

POL 04.25.06
University Smoking Policy

Authority: Chancellor

History:

- First Issued: July 1, 2008
- Last Revised: April 4, 2016

Related Policies:

- [UNC Policy Manual 300.8\[G\] – Guidelines on Implementing Occupational Safety and Health Program](#)
- [NCGS Chapter 143, Article 64 – Smoking in Public Places](#)

Additional References:

- [NCGS Chapter 130A, Article 23 – Smoking Prohibited in Public Places and Places of Employment](#)
- [North Carolina Office of State Human Resources – Worksite Wellness Policy](#)
- [North Carolina State Health Plan](#)
- [UNC Pembroke Incident Reporting Form](#)
- [UNC Pembroke Office of Counseling and Psychological Services \(CAPS\)](#)
- [UNC Pembroke Student Health Services](#)
- UNC Pembroke Smoking Map

Contact Information: University Safety Officer, (910) 521-6792; Office of Human Resources, (910) 521-6279.

1. POLICY STATEMENT

1.1 The University of North Carolina at Pembroke (UNCP) is dedicated to maintaining a safe and healthy work and learning environment. UNCP values individual rights and the well-being of all its faculty, staff, students and visitors, while respecting individual personal rights and community interests.

1.2 [North Carolina law](#) enacted July 01, 2007, allows universities to regulate smoking at properties owned or leased by a state university. No person shall smoke in a nonsmoking area in a State-controlled building or area pursuant to [N.C.G.S. §143-597](#). All UNC Pembroke state owned buildings, official meeting spaces (including outdoor/athletic facilities) and areas within 100 feet of all buildings are smoke free. Additionally, smoking is prohibited in all State owned vehicles (including all golf carts, gators, etc.).

1.3 For the purposes of this policy, smoking is defined as the use or possession of any type of lighted tobacco products including, but not limited to, lighted cigarettes, lighted cigars, lighted cigarillos, lighted pipes, and lighted bidis. This policy also prohibits the use of electronic cigarettes/electronic vapor inhaling devices (e-cigs), and all other tobacco products within university buildings, as referenced in 1.2.

1.4 The sale or free distribution of tobacco products, e-cigs, or cartridges on campus is prohibited.

1.5 Tobacco and e-cig advertisements are prohibited in college-run publications and on grounds or facilities, including athletic facilities, owned or operated by University of North Carolina at Pembroke.

2. APPLICABILITY

2.1 This policy applies to all university visitors, students, and employees, including faculty, non-faculty, staff and student employees. It is the responsibility of every member of the university community to comply with this policy. Cooperation and consideration between smokers and nonsmokers is necessary to ensure our campus is a safe, healthy work and learning environments.

3. SIGNAGE

3.1 Non-smoking signage is located on the entrance doors to each university facility. Smoking, in any form to include e-cigs and the use of tobacco products, is prohibited in all areas within 100 feet of all university buildings. The university smoking map indicates designated smoking stations and the 100 non-smoking perimeter.

4. ENFORCEMENT

4.1 Smoking is not permitted in areas within 100 feet of all university buildings as designated in the university smoking map. All smoking materials must be disposed of in the appropriate receptacles. Enforcement of the smoking policy depends upon the courtesy, respect and cooperation of all university constituents.

4.2 Any university employee who violates the smoking policy should be reminded of the policy and asked to comply by extinguishing 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. Violations may subject employees to corrective action according to appropriate disciplinary policy.

4.3 Students who violate the policy should be reminded of the policy and asked to comply by extinguishing the lighted tobacco product or discontinue the use of the e-cig. If the student refuses to comply with the policy, the student may be referred to the Office of Student Conduct. A referral can be made by completing the [Incident Reporting Form](#). The Office of Student Conduct will follow up with the student regarding the policy and available resources. Failure to comply with this policy when directed to do so by a university employee is an additional violation of the conduct rules applicable to students.

4.4 In situations where the individual in violation of this policy has failed to comply with a university representative, UNC Pembroke Police and Public Safety has the authority to cite a

violation under [N.C.G.S. §143-598](#) which regulates prohibited acts related to nonsmoking areas. The violator shall be guilty of an infraction and issued a state citation with a fine of twenty-five dollars (\$25.00).

5. DEPARTMENT/UNIT PROCEDURES

5.1 All university departments and work units will establish procedures that include identification of the employee(s) responsible for understanding the policy, educate visitors, students, employees and vendors, and assist in enforcement, as needed. The Office of Human Resources can assist departments in developing procedures.

6. SUPPORTING TOBACCO CESSATION – EMPLOYEE RESOURCES

6.1 Tobacco Cessation Programs are available through the NC Quitline, the Employee Assistance Program (EAP), and NC State Health Plan. For tobacco use cessation:

6.1.1 NC Quitline: 1-800-QUIT-NOW.

6.1.2 EAP Services. ComPsych Guidance Resources

6.1.2.1 Online resources through the website at www.uncp.edu/hr.

6.1.2.2 Community Resources to support groups and programs in the employees' local areas.

6.1.2.3 An assessment visit with a counselor at no cost. Follow up visits if needed, will be billed through the employee's insurance.

6.1.2.4 Telephone support at 877-848-2851.

6.1.3 State Health Plan NC HealthSmart services (for members whose primary health insurance is with SHP):

6.1.3.1 An online smoking cessation program and information.

6.1.3.2 Education and support from Health Coaches.

6.1.3.3 Pharmaceutical and counseling benefits are covered.

6.1.3.4 For more information and to access NC HealthSmart, visit www.shpnc.org or call a Coach at 1-800-817-7044.

7. SUPPORTING TOBACCO CESSATION – STUDENT RESOURCES

7.1 The university, under the auspices of the [Office of Counseling and Psychological Services](#), stands ready to provide smoking cessation assistance for students who wish to avail themselves of such sessions. For additional wellness concerns, you may also visit the [Office of Student Health Services](#).