

BP 3570 SMOKING ON CAMPUS**References:**

Education Code Section 76030, et seq;
Government Code Sections 7596, 7597, and 7598;
Labor Code Section 6404.5;
Title 5 Section 5148

The Board of Trustees, students and staff of the District recognizes the serious health problems associated with smoking tobacco or other non-tobacco products and the use of smokeless tobacco. It is also recognized that tobacco smoke poses a health risk to non-smokers. Although it is desired that the District maintain a smoke free environment, the Board recognizes the need for each campus to determine whether or not their campus should be completely smoke free or have designated smoking areas. Therefore, each campus, through their Strategic Planning Committees, will make that determination for themselves. District Administration will make the determination for all buildings that house District services (currently RCCSO, North Hall, College House, Alumni House and Spruce St. Offices)

Date Adopted: September 15, 2009
(Replaces RCCD Policies
3230/4230/6230)

AP 3570 SMOKING ON CAMPUS

References:

Education Code Section 76030, et seq;
Government Code Sections 7596, 7597, and 7598;
Labor Code Section 6404.5;
Title 5 Section 5148

- I. Smoking of any form of tobacco or non-tobacco products is prohibited in all District vehicles, or at any RCCD sponsored activity or athletic event.

Smoking of any form of tobacco or non-tobacco products is prohibited inside any indoor area or within 20 feet of a main exit, entrance, or operable window at District Office buildings (which include Centennial Plaza, Alumni House and the Office of Economic Development).

Riverside City College (which includes Centennial Plaza, Coil School for the Arts, the Culinary Academy and the Rubidoux Annex), Moreno Valley College, and Norco College are completely smoke-free environments and smoking is prohibited on any of these properties, including all parking facilities.

- II. These procedures apply to employees, students, visitors and other persons who use the facilities on the college campuses or any other buildings/property that are part of the Riverside Community College District.
- III. The District shall make available to employees and students a current referral list of smoking cessation programs and other information and literature on the subject of smoking that may assist individuals who wish to stop using tobacco products. Such information shall be available in the Health Services Office on any of the college campuses.
- IV. Signs prohibiting smoking shall be prominently displayed throughout each college and District location. In addition, signs identifying designated smoking areas, at applicable locations, will also be prominently displayed.

Information about the Board Policy and this Administrative Procedure will be communicated on the District's website, and via District/College communication means, including course schedules, catalogs, and student and employee handbooks.

1. Enforcement Procedures:

Students found to be noncompliant with this Administrative Procedure shall be subject to the following:

First Offense: Verbal warning and review of Policy and Administrative Procedure.

Second Offense: Referral to the Dean of Student Services for consultation and written reprimand for continual violation of the rules.

Third Offense: Discipline in accordance with applicable laws, regulations, Board Policies and Administrative Procedures.

Employees found to be noncompliant with this Administrative Procedure shall be subject to the following:

First Offense: Verbal warning and review of the Board Policy and Administrative Procedure.

Second Offense: Referral to the employee's manager/supervisor, who will prepare a written reprimand for continual violation of the rules.

Third Offense: Discipline in accordance with applicable collective bargaining agreements, laws, regulations, Board Policies and Administrative Procedures.

Members of the public found to be noncompliant with this Administrative Procedure shall be subject to the following:

First Offense: Verbal warning and review of the Board Policy and Administrative Procedure.

Second Offense: Removal from District property.

- V. It shall be the primary responsibility of each college to request an update to this Procedure (pursuant to Administrative Procedure 2410, titled Policy and Administrative Procedure), whenever changes occur on the campus, and to publicize these Procedures to employees, students and visitors.

Office of Primary Responsibility: District and College Chief Student Services Officers

Date Approved: September 28, 2009
(Replaces RCCD Regulations 3230/4230/6230)
Administrative Approval: July 30, 2018