



## **Smoking and Tobacco Use**

### **1. PURPOSE**

This policy establishes the expectations for smoking and tobacco use at Northern Pennsylvania Regional College (“NPRC” or the “College”) and in accordance with the Pennsylvania Clean Indoor Air Act, Act 27 of 2008.

### **2. SCOPE AND APPLICABILITY**

This policy is applicable to all NPRC students, faculty (full- and part-time), administrators, staff, vendors, contractors, visitors, volunteers and others who interact with students on behalf of the College. Policy guidelines apply to any educational activities at any facility or facility property.

### **3. REFERENCES**

3.1 CLDR-1110: Policy Review Schedule

3.2 NPRC-3235: Behavioral Code of Conduct for Students

3.3 NPRC-3311: Instructor Code of Conduct

3.4 NPRC-2103: Corrective Action

3.5 3.5 Clean Indoor Air Act, Act 27 of 2008

<https://www.health.pa.gov/topics/programs/CIAA/Pages/CIAA.aspx>

### **4. DEFINITIONS**

4.1 Smoking means inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco and any other lit tobacco products.

4.2 Tobacco use means the personal use of any tobacco product, whether intended to be lit or not which shall include smoking, as defined above, as well as the use of an electric cigarette, vaping device, or any other device intended to simulate smoking and the use of smokeless tobacco, including snuff; chewing tobacco; smokeless pouches; any other form of loose-leaf smokeless tobacco; and the use of unlit cigarettes, cigars, and pipe tobacco.

- 4.3 Facility/ies and Facility Property/ies refer to any NPRC Administrative Center(s), NPRC Education and Training Center(s), Instructional Locations, Instructional Sites, or other physical space utilized by NPRC which may not be directly owned or controlled by the College at which any College activity, educational or otherwise, occurs.
- 4.4 Educational Activities are College-sanctioned or College-Associated events, meetings, or gatherings of students which include, but are not limited to, class meetings; field experiences; trainings; club or committee meetings; entertainment, sporting, or other recreational events; seminars; presentations; or other educational events, whether scheduled or impromptu.

## **5. POLICY**

- 5.1 The College prohibits smoking and tobacco use in all enclosed spaces in alignment with the Clean Indoor Air Act of 2008.
- 5.2 At facilities or facility properties not owned or controlled by NPRC, the expectation is to follow all guidelines in effect at the facility or facility property.
- 5.3 Reported allegations of student violations of this policy are investigated and adjudicated in accordance with NPRC-3235: Behavioral Code of Conduct for Students.
- 5.4 Reported allegations of violations of this policy by non-faculty employees, or other applicable individuals, are reportable under NPRC-2103: Corrective Action.
- 5.5 Reported allegations of violations of this policy by faculty are reportable under NPRC-3311: Instructor Code of Conduct.

## **6. RESPONSIBILITIES AND TIMELINES**

- 6.1 Instructors, employees, and students are responsible for reporting conduct that is believed to be in violation of this policy.
- 6.2 The Academic Directors, Director of Student Services, Director of Workforce Development, or the Director of Human Resources, as applicable, are responsible for the execution of this policy and its respective resolution processes.
- 6.3 The Vice President of Academic and Student Affairs and the Vice President of Finance and Operations, as applicable, are responsible for the oversight and administration of this policy.

## **7. REVIEW STATEMENT**

Review of this policy will occur in alignment with CLDR-1110: Policy Review Schedule.

**8. SIGNATURES**

*Signature on File*

\_\_\_\_\_  
Chairperson, Board of Trustees      Date

*Signature on File*

\_\_\_\_\_  
President      Date

Revision Notes: Policy in Origination (NPRC 2108: Smoking and Tobacco Use exists – this policy will be comprehensive for the entire College community and will absorb NPRC 2108)