

THE CITADEL  
The Military College of South Carolina  
171 Moultrie Street  
Charleston, SC 29409

MEMORANDUM  
NUMBER 2-014

8 January 2016

**TOBACCO PRODUCT FREE-CAMPUS POLICY**

**1. PURPOSE**

The Citadel is committed to providing a safe and healthy learning and working environment for our cadets, students, faculty, staff and visitors and recognizes that tobacco use in any form, active or passive, is a significant health hazard. This policy establishes The Citadel as a “tobacco product free” campus.

**2. REFERENCE**

[South Carolina Clean Indoor Air Act of 1990](#)

[U.S. Department of Health and Human Services, How Tobacco Smoke Causes Diseases: The Biology and Behavioral Basis for Smoking Attributable Diseases: A Report to the Surgeon General, Atlanta, GA, 2010](#)

**3. DEFINITIONS**

- A. Campus Property: includes all buildings, facilities, grounds, housing units, vehicles, boats and spaces leased, owned or controlled by The Citadel, whether or not signs are posted. This includes, but is not limited to the Citadel Beach Club and its surrounding property, all campus sidewalks, parking lots, landscaped, residential, and recreational areas.
- B. Electronic Smoking Device: any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to smoke or simulate smoking through inhalation of vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.
- C. Hookah: a water pipe and any associated products and devices which are used to produce fumes, smoke, and/or vapor from the burning of material including, but not limited to, tobacco, shisha, or other plant matter.
- D. Smoking: inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs and marijuana, whether natural or synthetic, in any manner or in any form. “Smoking” also includes the use of an electronic

smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device, or tobacco product, for the purpose of circumventing the prohibition of smoking in this policy.

- E. Tobacco Product: any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco, hookah tobacco, snuff, chewing tobacco, dipping tobacco, bidis, blunts, clove cigarettes, or any other preparation of tobacco; and any product or formulation of matter containing biologically active amounts of nicotine that is manufactured, sold, offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body by inhalation; "tobacco product" does not include any cessation product specifically approved by the U.S. Food and Drug Administration for use in treating nicotine or tobacco dependence.

#### **4. POLICY**

- A. The use of tobacco and smoking products of any type is prohibited on the campus of The Citadel. This prohibition applies inside all campus buildings, including those buildings with interior open areas (barracks). The intent of this policy is that The Citadel shall be entirely tobacco-free.
1. Effective 1 January 2016: Signage posted with appropriate warnings about tobacco use. Update all written materials and webpages to reflect the new policy.
  2. Effective 1 July 2016: The Citadel campus will be entirely tobacco-free.
- B. The provisions of this policy apply 24 hours a day, seven days a week for all students, faculty, staff, visitors, volunteers, contractors and vendors unless otherwise noted.
- C. This policy applies to all Citadel facilities, property, and vehicles, owned or leased, regardless of location. Smoking and the use of tobacco products shall not be permitted in any enclosed place, including, but not limited to, all offices, classrooms, hallways, waiting rooms, restrooms, meeting rooms, community areas, and performance venues. Smoking and the use of tobacco products shall also be prohibited outdoors on campus property, including, but not limited to, parking lots, paths, fields, sports/recreational areas, and stadiums. This policy applies to all students, faculty, staff, and other persons on campus, regardless of the purpose for their visit.
- D. Tobacco use by cadets reflects poorly on their personal and professional image/appearance. Tobacco use includes, but is not limited to, cigars, cigarettes, electronic-cigarettes, stem pipes, water pipes, hookahs, and smokeless products that are chewed, dipped, or snuffed. Cadets are prohibited from using tobacco products in uniform on and off campus.

E. Living, studying, and working on a tobacco-free campus can be challenging to current tobacco users. Assistance in smoking cessation programs is available for employees, cadets and students.

1. Employees. [The Citadel Employee Assistance Program](#) has tobacco product cessation programs available for employees and their family members. Smoking cessation is available through the Employee Assistance Program and The Citadel's Human Resources office. Contact Human Resources for more information.
2. Cadets and Students. The [Campus Alcohol and Drug Information Center \(CADIC\)](#) provides a comprehensive tobacco cessation program called "*Quitters Always Win*." This program provides support to current tobacco users as well as the resources necessary to quit. CADIC's "*Quitters Always Win*" program is modeled after the "Freshstart" program developed by the American Cancer Society. This straight forward, pragmatic program focuses on the positive outcomes to tobacco cessation including the reasons to quit and the benefits of quitting, while also addressing the thoughts and behaviors that may increase resistance to changing. Interested cadets or students should contact the Director of CADIC or visit the CADIC website ([www.citadel.edu/root/cadic](http://www.citadel.edu/root/cadic)) for more information.

F. Exceptions:

1. The President (or designee), at his or her sole discretion, may permit limited and appropriate individual exception to this policy (e.g., in support of religious or artistic activities), consistent with applicable laws and regulations. Exceptions must be made in writing and shall be in effect only for the duration of the activity approved by the President. Smoke produced in the conduct of such activity shall be treated as a contaminant and controlled.
2. Citadel campus housing occupants are authorized to smoke on back porches, provided the porch is screened or open and in backyards only.

## 5. COMPLIANCE

The Citadel will punish violations of this policy in accordance with regulations applicable to the offender. Cadets will be subject to punishment as prescribed by the Blue Book, up to and including separation from the College. Non-cadet students may be subject to fines and separation from the College in accordance with policies established by the Provost and Deans. Employees will be subject to reprimand, suspension, or termination in compliance with Human Resource policies. Visitors may be removed and barred from campus.

## **6. NOTES**

### **A. Dates of Official Enactment and Amendments:**

Approved by Executive Assistant to the President on 8 January 2016. Revision consolidated paragraph 4, sub-paragraphs 1 and 2 into a single paragraph.

### **B. Responsible Department:**

Office of the President

### **C. Responsible Official:**

President of The Citadel

### **D. Cross References:**

N/A

## **7. RESCISSION**

Memorandum 2-14, Policy on use of Tobacco Products, dated 14 Aug 2009 and Memorandum 2-014, Tobacco Product Free-Campus policy dated 7 September 2015.

## **8. REVIEW**

Review this policy on an annual basis.

FOR THE PRESIDENT:

OFFICIAL

//signed, TWS, 8 January 2016//  
TAYLOR W. SKARDON  
Captain, US Navy, Retired  
Executive Assistant to the President.