

Title	Smoke-Free
Number	H1003
Category	Health, Safety and Environment

1. PURPOSE

To affirm Langara College's ongoing commitment to promoting and maintaining a safe and healthy teaching, learning and working environment in which the impact of smoking on the College community and visitors is prevented. The College will adhere to all relevant local, provincial and federal regulations.

To enhance the health and wellbeing of members of the College community and visitors by physically protecting them from second-hand smoke, as well as from exposure to the sale, advertising or promotion of prohibited products on College property.

To establish support services and resources to prevent the initiation of smoking and tobacco use, and to take a compassionate approach to promoting smoking cessation among members of the College community.

2. DEFINITIONS

College community – Langara employees, students, volunteers, contractors and other individuals who work, study or carry out services for the College.

Employee – an individual employed and paid by the College to provide services on its behalf.

Prohibited product – includes any product listed below:

- cigarette
- e-cigarette
- cigar
- pipe
- hookah or water pipe
- all forms of smokeless tobacco
- marijuana

Student – an individual who is registered in a course or program at the College.

3. POLICY

General

- 3.1 College administration will encourage and support initiatives and decisions that:
- create a safe and healthy teaching, learning and working environment for all members of the College community;
 - result in a cleaner physical environment with no risk of harm from smoking, second-hand smoke or fire;
 - prevent the risk of legal action from involuntary exposure to second-hand smoke; and
 - enhance the College's reputation as a socially responsible community leader.

Compliance and Enforcement

- 3.2 The use of any prohibited product is not allowed on College property including, but not limited to, the following:
- a) within any building or structure located on property owned or leased by the College, such as offices, classrooms, lecture halls, labs, corridors and washrooms;
 - b) in building entrances, lobbies, reception areas or any other common area;
 - c) on any exterior land or space owned or leased by the College; or
 - d) in any vehicle owned, leased or rented by the College or any vehicle used for College purposes.
- 3.3 All members of the College community are expected to be familiar with and adhere to this policy. A member of the College community may report non-compliance with this policy to Campus Security.
- 3.4 Campus Security will monitor compliance, respond to reports of non-compliance, advise smokers of the non-smoking provisions in effect and report violators to the Manager, Safety, Security and Emergency Management.
- 3.5 The College will adopt a flexible and supportive approach to responding to violations of this policy by members of the College community. However, an individual who repeatedly violates this policy may be subject to sanctions or other disciplinary measures.

Exception

- 3.6 The exemption to this policy is the ceremonial use of tobacco for a traditional indigenous cultural activity that is in accordance with Musqueam protocol.

Sale and Promotion

- 3.7 The sale, promotion or advertising of any tobacco or cannabis product or related paraphernalia on property owned or leased by the College is strictly prohibited. Tobacco or cannabis companies are excluded from participating in career fairs. In accordance with the federal *Tobacco Act*, corporate tobacco sponsorships of College events or groups is prohibited.

Relationships with Tobacco or Cannabis Companies

- 3.8 The College will not knowingly accept funding or other forms of support such as staff positions or student sponsorships from tobacco or cannabis companies, or from any agencies or foundations in which the tobacco or cannabis industry has an influence, either directly or indirectly. Langara may accept research grants or other funding from cannabis companies, agencies or foundations in which the cannabis industry has an influence, to support research related to cannabis.
- 3.9 The College will not invest, directly or indirectly, in any tobacco or cannabis company.

Advisory Committee

- 3.10 A Smoke-Free Advisory Committee is established by this policy (as identified in Appendix I). The Committee will be composed of representatives from the College's faculty, staff, administration and students. The Committee is responsible for establishing policies and procedures that prevent smoking on College property, and supporting initiatives aimed at changing individuals' relationship with smoking.

4. RESPONSIBILITY

For inquiries relating to this policy, contact the Vice-President, People Services.

5. REGULATIONS/PROCEDURES

Appendix I –Smoke-Free Advisory Committee Terms of Reference

History/Revision	
Origination Date	Approved February 20, 2018 Effective May 1, 2018
Amendment Date	Not applicable
Next Review Date	February 20, 2019

Appendix I

Smoke-Free Advisory Committee Terms of Reference

1. Purpose

The Committee is responsible for establishing policies and procedures that prevent smoking on College property and supporting initiatives aimed at changing individuals' relationship with smoking.

2. Duties and Functions

The Committee will:

- develop policies and procedures and update them as needed
- establish short-term and long-term goals for the Committee
- support, facilitate and enable smoking prevention and cessation initiatives when they are approved, and
- act as a resource on smoking prevention and cessation issues to College leadership.

3. Membership

The Committee will be composed of the following members:

- Vice-President, People Services
- Manager, Safety, Security and Emergency Management
- Director, Student Conduct and Judicial Affairs
- Two Faculty members
- Two CUPE members
- Two current students
- Representative from the Langara Students' Union
- Other members of the College community may be invited to attend specific meetings to provide expertise or information, as required.

4. Committee Chair

The Committee will select a chairperson from its membership. The Chair will prepare meeting reports and forward them to the Vice-President, People Services.

5. Terms of Office

The term of office of the student representatives is one year.

The term of office of the employee group representatives is two years with the ability to renew.

If a member of the committee is unable to complete the term of office, the appropriate body or individual will appoint another member.

6. Minutes

A record of proceedings will be taken.

7. Meeting Schedule

The Committee will meet at least twice a year. Additional meetings, if required, will be held at the call of the Chair.