



VALENCIA

**POLICY: 6Hx28:10-05**

**Responsible Executive:** Vice President, Business Operations and Chief Financial Officer, and Campus Provosts

**Policy Contacts:** [Asst. AVP, Operations](#)

**Specific Authority:** 1001.64, F.S.

**Law Implemented:** 1001.64, F.S.

**Effective Date:** ~~08-27-2012~~[06-22-2023](#)

**Date of Last Policy Review:** ~~08-27-2012~~[06-22-2023](#)

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## Smoking Regulations

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### Policy Statement:

- I. Valencia College (“[ValenciaCollege](#)”) is committed to providing a safe and healthy environment for its students, employees, and visitors. Extensive scientific evidence confirms a causal relationship between human exposure to secondhand tobacco smoke and human disease, and demonstrates that there is no safe level of exposure to environmental tobacco smoke. Accordingly, it is the intent of the District Board of Trustees to promote the health of our students, employees, and visitors by establishing a smoke free college environment.
- II. Smoking is defined as the burning of tobacco or any other type of material in any type of smoking media or equipment, and any object or device intended to simulate such use, including without limitation cigarettes, cigars, pipes, [vapor devices](#), and electronic cigarettes, and using or carrying the same, [while emitting smoke/vapor](#). [The scope of this prohibition is not applicable to any non-smoking/non-vapor products intended for use in smoking cessation programs \(i.e., medication or nicotine replacement patches, gum, spray, or inhaler\)](#). The sale of cigarettes and other tobacco products and the free distribution of tobacco products are prohibited.
- III. Smoking is prohibited on all property and facilities owned, leased, or operated by [Valencia the College](#). This includes all buildings, bridges, walkways, sidewalks, parking lots and garages, on-campus streets and driveways, grounds, exterior open spaces, and personal vehicles in these areas. Smoking is also prohibited in all Valencia-owned or leased vehicles, whether or not on

~~Valencia College~~ property. Littering the campus with the remains of tobacco products or any other disposable product is prohibited. All ~~Valencia College~~ employees, students, visitors, contractors/vendors, and others are expected to comply with this policy at all times.

~~IV. In furtherance of this policy, Valencia actively promotes and provides smoking cessation assistance to students and employees who wish to stop using tobacco products. Assistance to students, faculty and staff to overcome addiction to tobacco products and information regarding cessation programs is available through (HR/Wellness or other web address).~~

~~V.IV.~~ This policy shall not apply to facilities leased or used by the College for college-sponsored events that take place off campus. In these circumstances, the smoking policy of the facility shall be applicable.

~~VI.V.~~ The ~~College~~ President or designee is authorized to develop procedures as necessary to implement this policy.

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#### Policy History:

Adopted 12-11-74; Amended 12-15-82; Amended 11-20-85; Amended 7-17-91; Amended 11-18-92; Amended 9-19-00; Amended 8-27-12, Amended 06-22-2023; Formerly 6Hx28:4-27; Formerly 6Hx28:04-34

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#### Procedures:

I. The College actively promotes and provides smoking cessation assistance to students and employees who wish to stop using tobacco products. Assistance to students, faculty and staff for information regarding cessation programs is available through the following College and community resources:

A. Students: Students may contact BayCare Student Assistance Services at:

1. BayCareSAP@baycare.org;
2. 1-800-878-5470 (also through Video Relay Interpreters and Telecommunications Relay Service); and/or
3. Contact a College Counselor on any campus for assistance (<https://valenciacollege.edu/students/advising-counseling/>).

B. Employees: Employees may contact the following resources:

1. Full-Time Employees: Employee Assistance Program (EAP) at 866-248-4094 (24 hours a day, 365 days per year) and use access code: Valencia; or [www.liveandworkwell.com](http://www.liveandworkwell.com) (access code: Valencia).

2. Part-Time Employees: United Way 211 (Dial 211 or 407-893-4357, text zip code to 898-211, or chat with an operator via <https://www.hfuw.org/gethelp/>)

## II. Compliance with Policy and Reporting Violations

A. Adherence to this policy is the responsibility of all ~~Valencia~~ College students, faculty, staff, volunteers, interns, and visitors, contractors/vendors, and others who enter a College campus or property. ~~It is expected that all students, faculty, staff, and visitors to campus comply with this policy.~~ Members of our Valencia campus community who observe someone who is not in compliance with the policy are empowered and encouraged to respectfully inform others about the policy in an ongoing effort to enhance awareness and encourage compliance. Anyone who witnesses or otherwise becomes aware of a violation of this policy may has the option to remind the violator of the policy and ask the violator to comply and/or report the violation to the appropriate College representative(s) for evaluation of circumstances and appropriate next steps:

1. Reports of student violations should be made to the Dean of Students Counseling, Advising, and Holistic Student Support or designee for the campus on which the violation occurred (<https://valenciacollege.edu/students/conduct/index.php#contact>).
2. Reports of employee violations ~~should be made to the Campus President for the campus on which the violation occurred~~ may be made by contacting Organizational Development and Human Resources (ODHR) Employee Relations Office at [HR4U@valenciacollege.edu](mailto:HR4U@valenciacollege.edu) or 407-299-4748 (HR4U).
3. Reports of visitor or contractor/vendor violations should be made to ~~College Security~~ Safety and Security Services (See Appendix A).

(Note: Adverse action taken against an individual because they engaged in good faith in either speaking to a person violating this policy or reporting the violation is prohibited. Any report of such action should be made to one of the above listed representatives for further evaluation and action as deemed necessary.)

B. Students or employees deemed to have violated this policy may be subject to College disciplinary action. The appropriate Dean, ~~of Students or Campus Presidents~~ supervisor, or their designee may determine the type and manner of discipline to be given pursuant to ~~the Student Code of Conduct, Human Resources Employee Handbook, or other~~ applicable College ~~regulations or~~ policies and procedures.

C. Visitors who violate this policy, including contractors/vendors and those acting on their behalf, may be denied access to College property.

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### Procedure History:

Adopted 8-27-12; Amended 06-22-23

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**Date of Last Procedure Review:** ~~08-27-2012~~06-22-2023

**Related Documents:**

**Appendix A: Safety and Security Services Contact Numbers**

<b><u>Campus</u></b>	<b><u>Phone Number</u></b>
<u>Advanced Manufacturing Training Center</u>	<u>407-582-4000</u>
<u>Downtown Center</u>	<u>407-582-1000</u>
<u>East Campus</u>	<u>407-582-2000</u>
<u>Fire Rescue Training Facility</u>	<u>407-582-1000</u>
<u>Lake Nona Campus</u>	<u>407-582-7000</u>
<u>North West Orlando CAT Building</u>	<u>407-582-3600</u>
<u>Osceola Campus</u>	<u>407-582-4000</u>
<u>Poinciana Campus</u>	<u>407-582-6500</u>
<u>School of Public Safety</u>	<u>407-582-8000</u>
<u>West Campus</u>	<u>407-582-1000</u>
<u>Winter Park Campus</u>	<u>407-582-6000</u>