

## Administrative Procedure 3570 Smoking on Campus

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References: Government Code Sections 7596, 7597, 7597.1, and 7598;  
Labor Code Section 6404.5;  
Health and Safety Code Section 104495;  
Title 8 Section 5148

The West Hills Community College District is a smoke and tobacco-free environment. Smoking, vaping, and the use of tobacco products is prohibited on all District property at all times. This administrative procedure applies to students, faculty, staff, administrators, visitors, and general members of the public.

This prohibition includes the use of all tobacco products including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, hookahs, and any electronic device that delivers nicotine or other vaporized liquids to a person inhaling from the device (e.g., e-cigarettes and vaporizers).

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending college-sponsored activities, or while under the supervision and control of District employees

Such products shall not be sold or distributed on West Hills Community College District property.

District property includes both indoor and outdoor areas of property that is owned, leased, or otherwise controlled by the District including, but not limited to, classrooms, offices, lobbies, lounges, waiting areas, stairwells, restrooms, walkways, sidewalks, lawns, athletic fields and viewing stands, parking lots, warehouses, storage yards, and District-owned or leased vehicles.

This prohibition applies to all employees, students, and visitors at any school-sponsored activity or athletic event held on District property.

It is the responsibility of the administration to ensure compliance with this procedure. The responsibility of all employees is to inform the students about procedures.

Nicotine is an addictive product and may take time for students, faculty, and staff who use tobacco to change their habits of use. For these reasons, education, including

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Full-time, benefited employees may utilize their District health insurance benefits and services under the guidance of their primary care physician. Additionally, full-