



RUTGERS POLICY

Section: 60.1.10

Section Title: Universitywide HR Policies & Procedures

Policy Name: Smoking Policy

Formerly Book: 6.4.12

Approval Authority: Senior Vice President for Administration and the Executive Vice President for Academic Affairs

Responsible Executive: Senior Vice President for Administration and the Executive Vice President for Academic Affairs

Responsible Office: University Human Resources and the Office of the Vice President of Student Affairs

Originally Issued: 5/14/1982 (University Regulation 30.36)

Revisions: 12/10/1993; 2/15/2006; 7/1/2013; 10/10/2013 (Updated title)

Errors or changes? Contact: policies@hr.rutgers.edu

1. **Policy Statement**
The policy outlines the prohibition of smoking in all university owned and operated buildings, vehicles and recreation areas, the very limited exceptions, as well as enforcement procedures.
2. **Reason for Policy**
To provide guidelines regarding the prohibition of smoking in university buildings in compliance with New Jersey law.
3. **Who Should Read This Policy**
All members of the Rutgers University community.
4. **Related Documents**
NJSA 26:3D-17
5. **Contacts**
 - a. University Human Resources 848-932-3020
 - b. Office of the Vice President for Student Affairs 848-932-8576
6. **The Policy**

60.1.10 SMOKING POLICY

I. Introduction

In accordance with P.L. 2005 (c.203) which was enacted by the Senate and General Assembly of the State of New Jersey, the university has adopted a policy to prohibit smoking in any portion of a building that is owned and operated by Rutgers, The State University of New Jersey.

II. Non-Smoking Areas and Exception

- A. Smoking shall be prohibited in classrooms, lecture halls, auditoriums, and in any portion of a building used as a dormitory that is owned and operated by Rutgers University. This prohibition on smoking shall include gymnasiums, playing fields, and other recreational areas. Smoking is also prohibited in all University owned or leased vehicles. In addition, smoking and the placement of ash urn receptacles shall be prohibited in areas deemed to be main entrances to buildings owned and operated by the university.
- B. Smoking shall be permitted only in graduate family housing and as a part of theatrical productions.

III. Implementation

The prohibition on smoking is effective in all university buildings and recreational areas immediately. The Senior Vice President for Administration and the Vice President for Student Affairs shall be responsible for informing all members of the university community about the ban.

The directors of Student Health Services on all campuses shall be responsible for providing educational opportunities and smoke cessation programs for any interested student or employee.

IV. Enforcement

Adherence to these regulations is mandatory and all faculty, staff, and students are expected to comply with them. Responsibility for enforcement of the regulations with respect to employees lies, in the first instance, with the department chair or the supervisor of the individual who is in violation of the regulations. Department chairs and supervisors should receive complaints and pursue them to resolution or, if resolution cannot be achieved, refer them in writing to the dean or department head.

Complaints about students residing in university housing should be directed initially to a residence life staff member and/or the executive director for residence life.

If a department chair or department director cannot resolve a situation, the Senior Vice President for Administration or the Executive Vice President of Academic Affairs may be contacted for consultation involving an employee, or enforcement discussions.