



Policy Number: CSEP-2021-08-001

Policy Title: Smoke-Free Campus

Date Established: August 18, 2021

Office with Administrative Responsibility: Campus Safety & Emergency Planning

Approver: Vice-President, Finance & Operations

Revision Date(s): January 30, 2025

Purpose

The Smoke-Free Campus Policy aligns with the University's commitment to foster a culture of wellbeing for all individuals who work, live, study and/or visit the campus. The University recognizes the health hazards associated with smoking, second-hand smoke, and exposure/use of tobacco products and therefore is committed to maintaining a smoke-free (tobacco, cannabis, and vaping) campus environment.

The purpose of this policy is to support the overall health and wellbeing of all members of the University community. This policy is intended to:

- Confirm the University's commitment to a safe and healthy learning and working environment.
- Reduce exposure to smoke, tobacco, and vaping.
- Enhance awareness of the health impacts of smoking, tobacco use, cannabis, and vaping.
- Support reduction and cessation of smoking, tobacco use and vaping through education and supports.

Scope of the Policy

This policy applies to all members of the University of Windsor community on University property or using University-owned vehicles, including but not limited to students, faculty, staff, contractors, visitors, and guests. All events, including conferences and private rental functions, hosted on University property are also subject to this policy.

This policy will be applied in accordance with applicable legislation including but not limited to the e Smoke Free Ontario Act, Occupational Health & Safety Act and the Ontario Human Rights Code. In the event that this policy conflicts with another policy or legislation, the policy, provision, or law which is more restrictive on smoking will prevail. This policy does not override or diminish the rights provided to employees under University policies and/or Collective Agreements.

Exemptions to Policy

1. Tobacco, cannabis, or smoking devices approved for use in teaching and/or research in compliance with research ethics protocols and where all appropriate protections for environmental health and safety are in place.
2. Burning or use of sacred and traditional medicines such as tobacco, sweet grass, sage, and cedar by Indigenous peoples for spiritual or cultural purposes in accordance with the Smoke-Free Ontario Act and applicable University [guidelines and procedures](#).
3. Subject to the Ontario Human Rights Code, individuals may seek an accommodation in accordance with applicable University guidelines and processes.

This policy permits the use of nicotine replacement therapies such as a patch, inhaler, and gum, designed to treat nicotine dependence.

Definitions

Cannabis: A group of three plants with psychoactive properties known as Cannabis sativa, Cannabis indica and Cannabis ruderalis (healthline.com). It also refers to any part of the cannabis plant including products derived or produced from the leaves, flowers, and resins of a cannabis plant.

Smoking: To inhale, exhale, burn, heat, carry or possess a lighted/heated tobacco, cannabis or other herbal products including cigarettes, cigars, cigarillos, pipes, hookahs, e-cigarettes, or other apparatus used to smoke tobacco or any other materials, including cannabis, whether natural or synthetic. Smoking also includes the use of an electronic smoking device which creates and aerosol or vapor, in any manner or form, or the use of any oral smoking device.

Supervisors: Individuals with administrative and supervisory responsibilities such as Deans, Executive Directors, Directors and Managers.

Tobacco: Any product that contains tobacco leaf (Ontario.ca) including but not limited to cigarettes, cigars, cigarillos, pipe tobacco, shisha, chew, dip, bidis, blunts and clove cigarettes.

University Community: Includes but is not limited to faculty, staff, students, volunteers, contractors, visitors, and other individuals who live, work, study or carry out business on University property.

University Property: Any land owned, controlled, leased, used, or occupied by the University of Windsor inclusive of buildings, open/outdoor spaces (including sports fields) and parking lots.

University-owned Vehicles: Any and all modes (i.e., car, truck, golf cart, bikes, etc.) used to transport people or goods.

Vaping: To inhale or exhale vapour from an electronic cigarette or holding an activated e-cigarette, whether or not the vapour contains nicotine (Ontario.ca).

Policy Statement

Effective September 1, 2021, the smoking or vaping of tobacco, cannabis and/or a vapour product and use of any tobacco product is prohibited on all University property and in University-owned vehicles.

This policy also prohibits:

- Corporate tobacco, cannabis and/or vaping sponsorship of events or groups operating in buildings, grounds, or other facilities, owned, rented, or leased by the University of Windsor.
- The sale, promotion, advertising or distribution of e-cigarettes, cannabis and tobacco products and smoking devices in all buildings, grounds, or other facilities, owned, rented, or leased by the University of Windsor.

Members of the campus community smoking or using tobacco products in areas surrounding the University are expected to be considerate of neighbouring residents and businesses, avoid littering and respect private property, municipal by-laws, and applicable provincial legislation.

Compliance, Enforcement and Supports

Appropriate signage will be placed in key areas of the University to alert members of the University community that the University of Windsor is a smoke-free campus.

All University community members will be subject to the requirements of this policy while on University property. The University will adopt a supportive awareness raising and education approach to responding to violations of this policy. Continued violation of this policy will lead to disciplinary action/sanctions in accordance with applicable University policies, processes and/or collective agreements.

In accordance with the supportive awareness raising and education approach, contractors and visitors found in violation of this policy will be advised of the policy and asked to leave campus should they fail to conform to this policy. Contractors may also be subject to further action in accordance with contract agreements.

The University understands that this policy will be a significant change to some members of the University community. The University is committed to providing supports to individuals who may wish to quit smoking and those who may need help coping with the change. Resources and supports can be accessed from the Smoke-Free Campus website at www.uwindsor.ca/smokefreecampus

Roles and Responsibilities

Every member of the University of Windsor community has a responsibility to foster a healthy and safe environment. Accordingly, each individual will be responsible for upholding this policy and, using a care approach, inform others who may not be aware of this policy.

It is the responsibility of employees to:

- Familiarize themselves with the policy and comply with its stipulations.

- Communicate their workplace accommodation needs to their supervisor or Human Resources in accordance with the [Workplace Accommodation Guidelines](#).
- Access education and supports as required.

It is the responsibility of students to:

- Familiarize themselves with the policy and comply with its stipulations including [Residence-related policies](#) for those students living in Residence.
- Bring forward individual academic accommodation requests to [Student Accessibility Services](#) as per the accommodation procedures.
- Access education and supports as required.

It is the responsibility of supervisors to:

- Ensure that faculty and staff are aware of this policy and supports available.
- Receive requests for accommodation and contact Human Resources to initiate the accommodation process as outlined in the [Workplace Accommodation Guidelines](#).
- Communicate this policy to visitors and guests of their department.
- Take appropriate action for repeat non-compliance in consultation with Human Resources.

It is the responsibility of Deans, Department Heads and/or Directors to:

- Take appropriate action for repeat non-compliance in accordance with relevant University policy and processes.

It is the responsibility of all departments that engage in drafting and executing contracts to:

- Ensure that their contracts for third party work clearly state that the University of Windsor is a smoke-free campus.

It is the responsibility of Campus Safety & Emergency Planning to:

- Implement a regular policy awareness-raising and education campaign in collaboration with campus partners/offices.
- Provide guidance to supervisors and employees with respect to this policy.
- Communicate resources and supports available to the University community.
- Administer exceptions to this policy related to the burning or use of sacred and traditional medicines by Indigenous peoples for spiritual or cultural purposes and workplace accommodation.
- Ensure compliance with the Smoke Free Ontario Act, Ontario Occupational Health & Safety Act, Ontario Human Rights Code, and other applicable legislation and/or University policies.
- Enforce this policy where applicable in accordance with established policies and terms of collective agreements.

It is the responsibility of Special Constable Services to:

- Monitor compliance when patrolling the campus.
- Use a care and educational approach to remind any individual who is found contravening the policy that the University of Windsor is a smoke-free campus.

It is the responsibility of Facility Services to:

- Post and maintain Smoke-Free Campus signage as outlined by Campus Safety & Emergency Planning.
- Remove any smoking waste receptacles found on campus.

- Provide adequate waste receptacles for areas on the perimeter of the University as outlined by Campus Safety & Emergency Planning.

It is the responsibility of individuals and groups who hold events on campus to:

- Advise guests that the University of Windsor is a smoke-free campus.
- Monitor policy compliance during the campus event/activity.

It is the responsibility of the Windsor- Essex County Health Unit to:

- Consult with Special Constable Services on enforcement matters.
- Provide health-related messaging to support educational materials.
- Provide ongoing consultation and update of the policy to ensure the policy complements and expands upon the *Smoke-free Ontario Act, 2017* without unnecessary duplication or contradiction.

Review By: December 2022

Acknowledgement:

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