

EMPLOYEE WELFARE

DI
(LOCAL)

DRUG-FREE
AWARENESS

The drug-free awareness program shall be administered under the drug- /alcohol-free workplace personnel administrative procedure.

NO SMOKING

For the health of all employees, students, and visitors, all forms of smoking, including electronic cigarettes, shall be prohibited in all facilities owned or leased by the College District, including buildings, grounds, and vehicles.

Employees shall be encouraged to remind visitors to the campus who violate this policy that the College District is a no smoking facility / smoke free campus.

TOBACCO SALES

Tobacco sales shall be prohibited on any Galveston College campus or at College-sponsored events.

SIGNS

Signs conveying this policy shall be posted conspicuously on building entrance doors and in lobbies, elevators, restrooms, and other areas of public access.

VIOLATIONS

Appropriate disciplinary action, up to and including termination or dismissal, may be taken against any employee or student found to be in violation of this policy. A supervisor may recommend that an employee attend a smoking cessation program.

Campus security will ask visitors to any Galveston College campus to extinguish their smoking materials or leave the campus.

Faculty and staff shall be responsible for enforcing this policy. Administrators of campus facilities shall be responsible for enforcing this policy for all College District employees, students, and visitors.