

**AIKEN TECHNICAL COLLEGE
PROCEDURE**

Policy Title: TOBACCO	Procedure Number: 2-3-106.1
Institutional Authority: Vice President of Administrative Services	
Associated SBTCE Policy/Procedure:	
Associated ATC Policy: 2-3-106	

Approved:  President
 Vice President of Administrative Services

Date Adopted: 07/01/2004
Date Revised: 02/08/2010

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

1. The use of tobacco products is prohibited on the Aiken Technical College campus.
2. Tobacco products include, but are not limited to: cigarettes, cigars, pipes, and smokeless tobacco.
3. Anyone violating this policy/procedure will be disciplined accordingly:
 - A. Visitors will be issued a violation warning.
 - B. Student violators will be monetarily fined for the first infraction and referred to the Vice President of Student Services for subsequent violations.
 - C. College employees (including contract employees, and any persons or group of persons considered a representative of the college) will be monetarily fined and referred to their supervisor for progressive disciplinary action.