### AIKEN TECHNICAL COLLEGE
### PROCEDURE

<table>
<thead>
<tr>
<th>Policy</th>
<th>TOBACCO, TOBACCO-RELATED, AND ELECTRONIC CIGARETTE PRODUCTS</th>
<th>Procedure Number: 2-3-106.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Institutional Authority:</td>
<td>Vice President of Administrative Services</td>
<td></td>
</tr>
<tr>
<td>Associated SBTCE Policy/Procedure:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associated ATC Policy:</td>
<td>2-3-106</td>
<td></td>
</tr>
</tbody>
</table>

**Approved:**

- [Signature]
- [Signature]

**President**

**Vice President of Administrative Services**

---

**DATE**

- Adopted: 07/01/2004
- Revised: 03/10/2014

---

### 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, tobacco-related, and electronic cigarette products is prohibited on the Aiken Technical College campus.

2. Banned products include, but are not limited to: cigarettes, electronic cigarettes of all types, 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 Dean of Student Development 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.