

Tobacco and Cannabis-Free Policy

Overview

1.0 POLICY PURPOSE

The King's University is committed to fostering a safe and healthy environment for all students, staff and faculty where being Fit to Work and Fit to Learn are the guiding priorities. Promoting a healthy and safe environment is integral to the personal, professional and academic growth of all Members of the Community. The King's University does not permit smoking, or the use of tobacco or Cannabis products that cause Impairment, in any University owned or leased building, on University property, in any university owned or rented vehicle or in any vehicle while on University property.

The primary purpose of this Policy is to enable the overall health and well-being of all members of the University Community. This Policy also serves to:

- a) Confirm The King's University's commitment to a healthy and safe environment;
- b) Diminish exposure to smoke, tobacco and Cannabis products that cause Impairment, and promote health and safety by prohibiting smoking of all forms, including tobacco and Cannabis, on University property, including in vehicles;
- c) Support reduction and cessation of smoking and tobacco products through education, culture change and increased access to resources and support such as counselling and medication;
- d) Acknowledge that some traditional spiritual or cultural ceremonies involve the use of ceremonial tobacco;
- e) Adhere to Alberta Human Rights Legislation regarding its consideration of requests for accommodation of the authorized Medicinal Use of Cannabis.
- f) Increase awareness about the detrimental impact smoking has on health and well-being; and
- g) Establish the responsibility of roles, as outlined in this Policy, who are in a position to make or influence decisions at The King's University to comply with and enforce the policy.

2.0 DEFINITIONS

2.1 Cannabis: a Cannabis plant and any part of a Cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not. Any substance or mixture of substances that contains or has on it any part of such a plant. Any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained.

2.2 Cannabis Accessory: (a) a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of Cannabis or a thing that is represented to be used in the production of Cannabis; or (b) a thing that is deemed to be represented to be used in the consumption or production of Cannabis.

2.3 Edible Use: the eating, drinking or ingesting of Cannabis containing products by way of mouth, using devices or not, but does not include inhaling, vaping or smoking.

2.4 Electronic Smoking Device(s): Any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person in any manner for the purpose of inhaling vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.

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2.5 Fit to Learn: means that an individual is not under the influence of any legal or illegal drug, alcohol, medication or other impairing substance or condition that will disrupt the learning experience or compromise the safety of the individual or others.

2.6 Fit to Work: means that an individual is not under the influence of any legal or illegal drug, alcohol, medication or other impairing substance or condition that will to cause them to perform the essential tasks of their work successfully or in a manner which does not threaten the safety or health of oneself, co-workers, property, or the public at large.

2.7 Hookah: Waterpipe and any associated products and devices which are used to produce fumes, smoke, and/or vapor from the burning of material including, but not limited to, tobacco, shisha, or other plant matter.

2.8 Impairment: a disturbance of the body or mind (and related functions) from any cause that results in an unacceptable risk to the individual or others related to the individual's ability to safely perform a task at work, in the learning environment or recreationally. Impairment is a state of mind or body that causes the individual to become a hazard to self or others.

2.9 Legislation: applicable law that is enacted by the Federal Government, Provincial Legislature, Municipal Council or other governing body having jurisdiction. (e.g. the Alberta Gaming, Liquor and Cannabis Act)

2.10 Medicinal Use: the Use of Cannabis as prescribed by a physician who is licensed to practice medicine in Canada and is authorized by their respective governing body to prescribe Cannabis for medicinal purposes in Alberta.

2.11 Members of the University Community: Those persons involved in conducting University affairs including all registered University students, University employees, volunteers, contract workers, emeritus workers, members of the Board of Governors and Senate, and employees of organizations representing the University while they are either on or using University property or participating in University programs and activities, on or off University premises.

2.12 Minor: means a person under the age of 18 years.

2.13 Personal Use: means any use of Cannabis that is not Medicinal Use.

2.14 Smoking: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs (waterpipe) and Cannabis, whether natural or synthetic, in any manner or in any form. Smoking also includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device. This definition does not include emissions from University approved-for-use equipment, e.g. smoke machines, approved pyrotechnics.

2.15 Tobacco Product(s): Any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipes, hookah (waterpipe), shisha, snuff, chew, dip, bidis, blunts, clove cigarettes, or any other preparation of tobacco.

2.16 University Property: Any land boundary owned and controlled, or leased, by The King's University, inclusive of buildings, learning places, public places, and workplaces.

2.17 Use: means smoking, vaping, applying, inhaling, eating and otherwise consuming, injecting, or ingesting of Cannabis or Tobacco, whether using Cannabis Accessories or not, and specifically includes those activities defined as Edible Use.

2.18 Vehicle: Any and all modes used for transporting people or goods, such as a car, truck, or bus.

3.0 JURISDICTION / SCOPE OF THE POLICY

3.1 This policy applies:

to any Member of the University Community affected by tobacco or Cannabis use where a) the use is alleged to have occurred on University property, or at a University related event, and/or b) where either the user or the person affected by use are any of the following, while acting in a capacity defined by their relationship to the University:

- registered University students;
- employees;

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- volunteers;
- contract workers;
- emeritus workers;
- visiting lecturers;
- members of the Board of Governors and Senate;
- employees of organizations representing the University when on University property; or
- guest of conference services or renters.

where a Member of the University Community uses or is impacted by the use of tobacco or Cannabis by a non-member that is alleged to have occurred either on University premises or at a University related event on or off University premises.

3.2 It is recognized that the University has other policies in place that pertain to health, wellness, and smell sensitivities such as the Student Handbook, Harassment, and others. This policy complements such other policies and shall be read in a manner which operates in conjunction with, and not as conflicting with, those policies. The University recognizes that tobacco and Cannabis use is a unique area which requires a unique set of principles and policy statements.

Policy

4.0 POLICY

4.1 All campus properties are tobacco-free and Cannabis free for Cannabis products causing Impairment: workplaces, lecture halls, corridors, residences, dining rooms, washrooms, sports fields, assembly areas, building entrances as well as vehicles owned, rented or leased by The King's University.

4.2 The Use, sale, growth, and preparation of Tobacco or Cannabis (indoors or outdoors) on University owned, operated or leased property is prohibited.

4.3 Staff and Faculty are required to be Fit to Work at all times during the work day and any other occasion while representing the University in a work capacity.

4.4 Students shall be Fit to Learn when in a University learning environment, whether at the University or at another offsite location worldwide as a student of the University.

4.5 In circumstances when Medicinal Use of Cannabis has been accommodated by the University for identified individuals, Edible Use is permitted, subject to any limitations and requirements contained in the Student Handbook, Faculty Handbook, Community Life, Standards, or any other policy document of The King's University. The University will adhere to Alberta Human Rights Legislation regarding its consideration of requests for accommodation of the authorized Medicinal Use of Cannabis. Requests for accommodation will be assessed on a case-by-case basis and will be dealt with according to Human Resources procedures for employees and by the Student Support and Accessibility Office for students.

4.6 The King's University recognizes the unique relationship that many Indigenous cultures have with traditional and sacred medicines such as tobacco, sweet grass, sage, and cedar, among others. The Burning of Sacred Medicines is permitted as an exemption to this policy when the time and location of Use is agreed upon in advance with the Vice-President Student Life (if a co-curricular student activity), Vice-President Academic (if within a learning activity) or Director of Human Resources (if within a staff and / or faculty function). The purpose of this procedure is to support an environment that is inclusive and welcoming while ensuring that the burning of these medicines is conducted safely and in compliance with all applicable Legislation and standards.

4.7 The University will take measures aimed at promoting an environment free from the effects of tobacco and Cannabis Impairment. The University will take reasonable action to the use of tobacco and Cannabis through education and communications that promote the safety of all Members of the University Community.

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Procedure

5.0 EDUCATION AND PREVENTION

The University is committed to supporting ongoing education and awareness initiatives for Members of the University Community about the impacts of tobacco and Cannabis Impairment.

6.0 SUPORT SERVICES

6.1 Cessation and treatment services will be provided to all employees at no cost through FSEAP Family Services program - <https://www.fseap.ca/en>.

6.2 Cessation and treatment services will be provided to all students at no cost through King's Psychologists, Campus Ministry programs, and as part of the supplementary insurance provided by the Student Association (<https://wespeakstudent.com/home/36-the-king-s-university>).

7.0 CONSEQUENCES FOR NON-COMPLIANCE

7.1 It is expected that mutual respect and understanding will allow the Tobacco and Cannabis-Free policy to function effectively. Faculty, staff, and students have a joint responsibility to share in the enforcement of this policy. When possible, violations may be discussed directly and respectfully with the person concerned with no further action required.

7.2 Support for cessation and treatment will be encouraged and provided to any student, staff or faculty member found out of compliance with this policy. Such restorative support is preferred over disciplinary action, especially for first time offenders who may be unfamiliar with this policy.

7.3 Complaints may be reported to University Security at 780-465-3500 ext. 8333 or, if in residence, to the RA on duty. Security or Residence Life staff will contact the individual, advise them of the policy, and ask them to cease Use.

7.4 Cannabis Impairment causing employees to not be Fit for Work or students to not be Fit for Learning is a violation of this policy and offenders will be subject to restorative, developmental or punitive disciplinary proceedings according to the roles in 7.5.

7.5 If the individual does not cease Use according to the terms of this policy, is a repeat offender, is Impaired and not Fit for Work or Fit for Learning, or whose use is creating secondary effects worthy of a disciplinary procedure, then the offender may be reported to an individual below to be handled through existing disciplinary processes.

- If the offender is a student in residence, to the Residence Life Coordinator;
- If the offender is a commuter student to the Coordinator of Student Engagement;
- If the offender is a staff or faculty, to the Director of Human Resources;
- If the offender is a visitor, to the Department being visited;
- If the offender is a contractor employees, to the Director of Facilities; or
- If the offender is a conference services guest or renter to conference services, to the Vice-President Finance and Operations.

Any questions related to the content of the policy, or its interpretation, should be directed to the Vice-President Student Life.

Relevant Policy Dates

Approved: Strategic Leadership Team on October 9, 2018

Effective: 9 October 2018

Review Frequency: 3 years

Modification History

This Tobacco and Cannabis Free Policy replaces the existing policy entitled Non-Smoking Policy (last approved on July 1, 2005)

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Accountability

Office of Accountability:	Student Life
Office of Administrative Responsibility:	Human Resources
Approved by:	Strategic Leadership Team

Authority and Sources of Info:

AUTHORITIES AND OFFICERS

A list of authorities and officers for the policy:

Approving Authority: President's Council
Designated Executive Officer: Vice-President, Student Life
Procedural Authority: Vice-President Student Life / Director of Human Resources
Procedural Officer: Vice-President Student Life / Director of Human Resources

RELATED LEGISLATION

Alberta Human Rights Act
Freedom of Information and Protection of Privacy Act (Alberta)
Personal Information Protection Act

RELATED POLICIES AND DOCUMENTS

The King's University Student Handbook
The King's University Faculty Handbook