



**ADMINISTRATIVE REGULATION
AND PROCEDURE**

Title: VIOLATION OF MATC'S TOBACCO-FREE DISTRICT FACILITIES POLICY	Code: GG0401
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Policy Reference: G0401, Tobacco-Free District Facilities

Effective November 1, 2012, use of tobacco will be prohibited on all MATC property, buildings and grounds.

In compliance with Board Policy G0401, Tobacco-Free District Facilities, and Wisconsin Statutes §101.123(4m), tobacco use is prohibited anywhere on district-owned or district-leased property, including buildings, grounds, parking lots and vehicles. This policy applies to all students, employees and visitors of the college.

1. The person should be informed of the college's Tobacco-Free District Facilities Policy.
2. MATC Public Safety will give any person violating the provisions of this policy a verbal warning.
3. Any student who continues to violate the above provisions will be referred to the Office of Student Life. Similarly, any faculty or staff member who continues to violate the provisions cited above will be referred to his/her respective division/department head.
4. Any person who becomes disorderly when asked to comply with Board Policy G0401, Tobacco-Free District Facilities, may be cited by each respective campus' local law enforcement department.

Office of Responsibility: Finance Department