

St. Cloud Technical & Community College

Policies and Procedures

Chapter S5 – Administration

S5.4.1 Procedure

S5.4 Tobacco Free Campus Policy

Update Revision Responsibility: Vice President for Administration

Purpose

The purpose of this policy and procedure is to provide guidelines for the creation of a tobacco-free environment for St. Cloud Technical and Community College.

Background and Rationale

Each year, approximately 440,000 people die prematurely of diseases caused by smoking, accounting for one out of every five deaths in the United States (CDC 2009). The use of and second-hand smoke from, cigarettes, cigars, and pipes, along with smokeless tobacco and other tobacco products, lead to disease and death. In addition to causing direct health hazards, tobacco use contributes to institutional costs in other ways, including fire damage, cleaning and maintenance costs and costs associated with employee and student absenteeism, health care, and medical insurance. Therefore, this policy is designed to include all tobacco products. Because there is no safe tobacco product, it is the College's responsibility to provide a safe and healthy campus, including an environment that is tobacco free.

Smoke and tobacco use in the workplace has become an important public health issue as evidenced by recent clean air initiatives. There is considerable evidence that smoke is harmful to non-smokers as well as to smokers. St. Cloud Technical and Community College has an obligation to provide a safe and healthy learning and work environment. Every student, employee and visitor has the right to breathe clean air and not to be exposed to the adverse effects of smoke and tobacco. Unfortunately enough tobacco users do not respect the impact of their use on those around them to raise the question of what a higher education institution should do to assure clean air for all. St. Cloud Technical and Community College, therefore, establishes the following tobacco-free policy.

Policy

- A. Effective August 23, 2010, the use of tobacco products (including cigarettes, cigars, pipes, smokeless tobacco, e-cigarettes and other tobacco or non-prescribed nicotine products) by students, faculty, staff, and visitors is prohibited on all St. Cloud Technical and Community College properties.
- B. The use of tobacco products (including cigarettes, cigars, pipes, smokeless tobacco, e-cigarettes, and other tobacco or non-prescribed nicotine products) is prohibited at all times:
 - i. In all interior spaces on St. Cloud Technical and Community College campus;
 - ii. On all outside property or grounds controlled, managed or maintained by St. Cloud Technical and Community College campus-including all satellite locations and all partially enclosed campus areas such as walkways, breezeways and bus shelters;
 - iii. In St. Cloud Technical and Community College vehicles, including buses vans, and all other college vehicles;

- C. The college prohibits the campus-controlled advertising, sale, or free sampling of tobacco products on campus.
- D. Littering the campus with remains of tobacco products or any other disposable product is prohibited.
- E. Organizers and attendees at public events, such as conferences, meetings, public lectures, social events, cultural events and sporting events using St. Cloud Technical and Community College facilities will be required to abide by the tobacco-free policy and procedure. Organizers of such events are responsible for communicating the policy to attendees and for enforcing this policy.

Education and Awareness

The implementation of this policy will be augmented by an education and awareness campaign that may include but not be limited to;

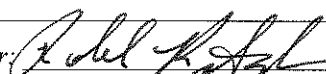
- Notification of this policy to prospective students and staff/faculty hires.
- Informational meetings, postings, and e-mail notifications.
- Publication in staff/faculty human resources manuals, student guides and handbooks, and corresponding web sites.
- Educational campaigns and events engaging classmates and colleagues.
- Referrals to smoking cessation programs.
- Establishing culture of compliance through peer oversight.


Communication of Policy

Signs bearing the message “Tobacco-Free Campus” will be posted at each of St. Cloud Technical and Community College vehicular and pedestrian entrances (as applicable), and each door will display a decal that states “Tobacco Free Campus”. Note: All of St. Cloud Technical and Community College’s and adjacent ground controlled or maintained by the College are tobacco free, whether or not signs are posted. No ashtrays or smoking shelters will be provided on the campus.

Tobacco Use Cessation Resources

The College is committed to support all students and employees who wish to stop using tobacco products. Assistance to students, faculty, and staff to overcome addiction to tobacco products is available through QuitPlan (quitplan.com), Clearway MN (clearwaymn.org), St. Cloud State University Health Services, and other providers. Referrals to cessation services are encouraged; information for students is available through the Office of Student Life; employee resources are available through Human Resources.

Shared Governance Council President or AASC Chair:  Date: 11/21/13

College President:  Date: 11/21/13

Date of Adoption:

Date of Implementation: 5/11/10

Date repealed or replaced: 08/28/13

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Procedure

Adherence to the policy cited above is the responsibility of all St. Cloud Technical and Community College students, faculty, staff, and visitors. It is expected that all students, faculty, staff, and visitors to campus comply with this policy. Members of our campus community are empowered to respectfully inform others about the policy in an ongoing effort to enhance awareness and encourage compliance. An individual who feels that there has been a violation of this policy may take the following actions:

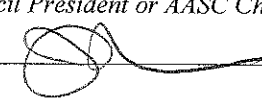
- A. The individual should attempt to resolve the problem informally by requesting that the individual comply with the college policy.
- B. If direct appeal fails and the behavior persists, the individual should report the name of the offender using the Tobacco-Free Incident Report Form located on the SCTCC website at: <http://www.sctcc.edu/current-students/student-services/campus-safety/tobacco-use-policy>.
- C. Repeat offenses from students, faculty and staff will be referred as follows:
 - i. Student violations will be referred to the Vice President of Student Affairs (Student Conduct Officer) and be held to the established Student Code of Conduct.
 - ii. Faculty and staff violations will be referred to the appropriate supervisor and held to established administrative policies regarding conduct.

Shared Governance Council President or AASC Chair: _____



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