

OHIO'S COLLEGE AND
UNIVERSITY TOBACCO USE

Policy Action Kit

**A Statewide Wellness Initiative Promoting
Tobacco Free Campus Policy Adoption**



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Welcome!

The following kit is designed to assist Ohio's Institutions of Higher Education in reviewing and updating current campus tobacco-use policies.

Through the Smoke-free Workplace Act, all public buildings are required to be 'smoke-free'. Dormitories and residence halls, however, are considered private residences and may not be covered by some campus smoke-free policies.

Throughout the past year, the Ohio Department of Health (ODH) has collected and recorded policies from Ohio's colleges and universities. One detail is clear – there is no consistent uniform, model policy by which institutions of higher education are guided.

In an effort to support and promote more definitive tobacco use policies, and under the work of an American Recovery and Reinvestment Act grant, ODH, through a collaboration with the Ohio Educational Service Center Association (OESCA), has created this kit. Our goal for the purpose of the grant is:

“By December 2011, at least 11 (eleven) additional 2 year and/or 4-year colleges and/or universities in Ohio will adopt tobacco-free policies covering individual dorm rooms as well as all campus buildings.”

The kit is designed to assist in determining the policy that best reflects the university population's beliefs through assessment, outreach and review that will enable policy recommendations to proceed and be implemented with research-based, statistical support.

This kit provides an overview of policy and current tobacco use designations, a current definition of tobacco (as used in the Ohio Revised Code), a course of action to review policy language needs, a sample survey that can be used to assess attitudes, and a series of resources and statistics that can be used to support policy promotion and adoption.

Please use this kit to assist in adopting tobacco-free policies covering dorm rooms and campus buildings. ODH and OESCA stand ready to assist!





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COLLEGES/UNIVERSITIES TOBACCO FACT SHEET



The Ohio Department of Health
Tobacco Use Prevention
& Cessation Program



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WHO'S USING TOBACCO AMONG OUR STUDENTS?

- In Ohio, 30.1% of high school students reported being current tobacco users (Ohio YTS, 2010)
- In the U.S., 27% of young adults (18-24) are current smokers (BRFSS, 2010)
- Almost 40% of college-aged smokers either began smoking (11%) or become a regular smoker (28%) after starting college (Wechsler, et. al., 1998)

WHO PAYS FOR TOBACCO USE?

- Cost to the college student:
 - Cost of tobacco products continue to rise
 - Career placement could be jeopardized
 - Short term: smells, stains, shortness of breath
 - Long term: chronic disease implications (i.e. tobacco effects every system in the body)
- Cost to the college/university:
 - Fire liability
 - Increased health care costs
 - Increased clean up costs for campus grounds
 - Poor role modeling for future students

WHAT IS THE ACTUAL COST OF TOBACCO IN OHIO?

- A per pack a day smoker will spend:
 - \$6.25 per day
 - \$193.75 per month
 - \$2,325 per year
- Smoking-caused costs:
 - \$4.37 billion in annual healthcare expenditures
- Tobacco "Business" in Ohio:
 - The tobacco companies spend \$724 million a year to market their products in Ohio.
 - Tobacco related healthcare costs in Ohio - \$4.37 billion

WHAT IS THE STATUS OF OHIO COLLEGE/UNIVERSITY SMOKE OR TOBACCO-FREE POLICIES?

Out of data collected from 90 colleges and universities in Ohio for which ODH has a policy:

- 70% have smoke-free policies
- 30% are tobacco-free
- 74% include dorms and residence halls in their policies
- 73% have established smoking designated areas.

*Source- Ohio Department of Health - 2011

YOU MIGHT ASK YOURSELF, "WHY SHOULD I CARE?"

- There are short-term and long-term consequences to tobacco use including future career placement
- Pride in your campus, concern that it is a clean and healthy environment
- University fire and medical insurance costs could be affected
- Most students prefer a smoke-free college

(Oregon Council of Student Services Admin., Oregon Dept. Of community Colleges & Workforce Development, and ALA commissioned student survey, 2007)

MOST STUDENTS DON'T SMOKE!!

FOR MORE INFORMATION CONTACT:

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POLICY DEVELOPMENT



WHY DESIGNATE A CAMPUS-WIDE POLICY?

Policies are principles that chart a course of action. A soundly constructed policy will contain two major elements: it will define the action the university wants to take and it will explain why it should happen.

WHAT POLICY DESIGNATIONS EXIST?

Smoke-free Workplace Campus: Prohibits the smoking and burning of tobacco in enclosed areas of public places and enclosed areas of places of employment

Tobacco-free Campus: Prohibits tobacco use in all buildings, including residence halls and dormitories

100% Smoke-free Campus: Prohibits the smoking and burning of tobacco in enclosed areas of public places and enclosed areas in buildings including residence halls and dormitories or all buildings and grounds, without exception, at events within university buildings and grounds, or in university/college-owned, rented or leased vehicles

100% Tobacco-free Campus: Prohibits use, distribution, or sale of tobacco-products or any other smoking products; including smokeless or spit tobacco in all buildings including residence halls and dormitories, or buildings and grounds, without exception, at events on university buildings and grounds, or in university/college-owned, rented or leased vehicles.

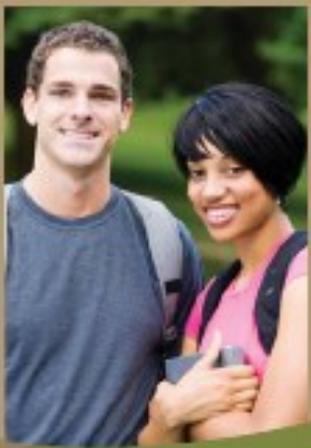
WHAT COMPONENTS SHOULD A MODEL POLICY CONTAIN?

- Rationale
- Definition of tobacco
- Definition of policy
- Policy enforcement statement
- Administrative regulations

COMMON DEFINITION OF TOBACCO:

For the purpose of this policy, "tobacco" is defined to include any lighted or unlighted cigarette, cigar, pipe, hookah, bidi, clove cigarette, and any other smoking product, and smokeless or spit tobacco, also known as dip, chew, snuff or snus, in any form.

POLICY CHANGE ACTION STEPS



1. Establish an Ad Hoc Committee with the following charge:

The ad hoc committee should recommend to the university senate a tobacco use policy for the campus. Specific attention should be given to the possibility of establishing a tobacco-free campus and to the viability of having designated smoking areas. The committee should also devote attention to initiatives the university can adopt to decrease tobacco use among students, staff and faculty. The committee should survey the university community to gauge the level of support for a tobacco-free policy.

2. Draft a tobacco use opinion survey for use throughout all campus populations.
3. Survey campus populations in a variety of means (i.e. email, paper survey).
4. Tabulate survey results.
5. Review survey results and determine other viable information needed.
6. Collect additional information as needed.
7. Develop tobacco use policy recommendations based on model policy.
8. Present tobacco use policy recommendations and rationale to president/board of trustees.

SURVEY INSTRUMENT

Smoking Policy for _____ College/University

Thank you for taking the time to answer the questions below. Your responses will be an integral part of developing the future tobacco-free policy for _____ (name of university or college). We have been charged with gathering information from the College/University community and developing a policy based on the recommendations of the community. If you are not comfortable answering a question, feel free to skip to the next one; but rest assured that your responses are anonymous. Once again, thank you for your participation.

1. Do you believe that _____ College/University (all campuses) should be tobacco-free?

- Yes, definitely
- Yes, if (College/University) increases its support for smoking cessation programs
- No

2. If the decision was made to allow tobacco use on campus but with restrictions, which of the following would you consider to be the best solution?

- Tobacco use restricted to a minimum of at least 25 ft. from the entrance of a building
- Tobacco use restricted to designated areas around campus

3. Please Identify your primary status at _____ (College/University).

- Faculty
- Staff (classified or unclassified)
- Graduate student
- Undergraduate student

4. Please Identify your primary campus.

_____ (Campus name)

5. Which of the following best describes your current tobacco use status? (Select all that apply)

- Never smoked or used tobacco products (**Skip to question 9, if no to both**)
- Currently smoke
- Currently use a smoke-free product such as dip, chew, snus, and snuff, in any form
- Quit smoking or using any tobacco products in the past 5 years
- Quit smoking or using any tobacco products more than 5 years ago

6. Do you currently smoke or use tobacco at _____ (College/University)?
- Yes
 - No
7. If a free or low-cost smoking cessation program was available in a convenient location, would you be interested?
- Definitely interested
 - Somewhat interested
 - Not interested at all
8. If you are interested in smoking cessation programs, check all that apply.
- I am willing to pay for a portion of the cost of the program
 - I am willing to participate outside of normal work hours
 - I am willing to participate only during work or normal school hours
9. Are you bothered by smoke at _____ (College/University)? And if so, to what degree?
- Frequently
 - Occasionally
 - Seldom
 - Never
10. If yes, in what way are you bothered by smoking at _____ (College/University)? (Select all that apply)
- Eyes/nose/throat irritation
 - Concern for long term health
 - Work performance issues
 - Headaches
 - Pregnancy related concerns
 - Other

Thank You for participating.

**Your input is very helpful in determining the tobacco use policy for this
_____ College/University.**



TOBACCO FREE CAMPUS MODEL POLICY



The [Institution Name] is committed to providing a safe and healthy environment for its employees, students and visitors. In light of findings of the U.S. Surgeon General that exposure to secondhand tobacco smoke and use of tobacco are significant health hazards, it is the intent of the board to establish a tobacco-free environment. Consequently, use, distribution, or sale of tobacco, including any smoking device, or carrying of any lighted smoking instrument, in university buildings including residence halls and dormitories, or on university premises without exception, at events on university premises, or in university-owned, rented or leased vehicles, is prohibited.

For the purpose of this policy, "tobacco" is defined to include any lighted or unlighted cigarette, cigar, pipe, hookah, bidi, clove cigarette, and any other smoking product; and smokeless or spit tobacco, also known as dip, chew, snuff or snus, in any form.

All university employees, students, visitors and contractors are required to comply with this policy, which shall remain in force at all times. The board, or its designee, shall set and approve fair and uniform penalties for violations of these rules and shall provide adequate means for their enforcement.

No tobacco-related advertising or sponsorship shall be permitted on university property, at university-sponsored events or in publications produced by the university, with the exception of advertising in a newspaper or magazine that is not produced by the university and which is lawfully sold, bought or distributed on campus property. For the purposes of this policy, "tobacco-related" applies to the use of a tobacco brand or corporate name, trademark, logo, symbol or motto, selling message, recognizable pattern of colors or any other indicia of product identification identical to or similar to, or identifiable with, those used for any brand of tobacco products or company which manufactures tobacco products.

The university shall neither solicit nor accept any grant, gift or anything else of value from a manufacturer, distributor or retailer whose principal business is tobacco products.

The university president will develop administrative regulations and procedures as necessary to implement this policy, including provisions for notification, signage, disciplinary consequences, complaint procedures and enforcement.

MIAMI UNIVERSITY AD HOC COMMITTEE ON SMOKING

FINAL RECOMMENDATIONS / APRIL 23, 2007

Submitted to University Senate by:

Jay Barden (Chair)
Don Lowe
Greg Adkins
Chris Connell
Amy Poppel
Roy Lucas
Karen Murray
Brad Farr
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Jay Kimiecik

CHARGE

"The ad hoc committee should recommend to University Senate a smoking policy for the campuses in light of recent changes in the law and the University Senate's own resolution on smoking. Specific attention should be given to the possibility of establishing a smoke-free campus and to the viability of having designated smoking areas. The committee should also devote attention to initiatives the University can adopt to decrease smoking amongst students, staff, and faculty. The committee should consult widely across the University community."

RECOMMENDATION

Miami University will become a totally smoke free campus within twelve months from the date it is announced by the President/Board of Trustees. The only exception would be a "hospitality exception" that would include the Marcum Conference Center, The Miami Inn, Climer Guest House, Simpson Shade Guest House and any other University location that houses overnight guests. In these areas, there will be a designated smoking area that is at least 25' from any other University building. In the interim, widespread cost free smoking cessation programs will be implemented and nicotine replacement therapies will be offered free of charge to all students, faculty, staff and benefit eligible spouses/partners who wish to quit smoking. In addition, a significant public relations campaign will need to be developed with the goal of educating the University community as well as our alumni and customers of the change in policy. All University publications will need to clearly state that Miami University is a Smoke Free campus.

REPORT TO THE AD HOC COMMITTEE ON THE SMOKING POLICY FOR MIAMI UNIVERSITY

The Ad Hoc Committee on Smoking for Miami University was established in January 2007 by the Provost with the following charge.

The ad hoc committee should recommend to University Senate a smoking policy for the campuses in light of recent changes in the law and the University Senate's own resolution on smoking. Specific attention should be given to the possibility of establishing a smoke-free campus and to the viability of having designated smoking areas. The committee should also devote attention to initiatives the University can adopt to decrease smoking amongst students, staff, and faculty. The committee should consult widely across the University community.

In response to our charge, we as a committee have approached the issue from a wide range of perspectives. As a group, we do not feel that this issue is one that is black and white and acknowledge that the impact of our policy recommendation will be widely felt across the community on an institutional and individual level. This document is a general summary of the process we followed, the discussions that we had and the information that we gathered. In the final pages, you will find our policy recommendation.

Background: Currently the Miami University Policy on Smoking is a blend of the policies set forth in the Miami University Policy Information Manual (Appendix A) and one segment of the University Senate Resolution (Appendix B). In short, the current policy is that smoking is restricted to 25 feet away from any facility on the campus of Miami University. As of January 1, 2007, all of the rooms at the Marcum Conference Center and Miami Inn have been designated as non-smoking.

The first stage of our information gathering was to go directly to those individuals who would be directly impacted by the smoking policy. An email was sent to every member of the University community via the established List serves administered by the Office of University Communication. Anyone, regardless of their position within the community who has a Miami University email address received the survey and paper copies were provided to the Physical Facilities Department, the Department of Housing, Dining and Guest Services, and certain personnel on the Regional campuses to ensure that those without ready access to computers would have a voice. We received 6,157 responses from across the community and while there are inherent limitations with the instrument, we feel that we were given some solid useable information. A hard copy of the survey instrument is attached (Appendix C) as are the results (Appendix D).

The responses to three of the questions are most relevant to our charge. First, over 50% of those who responded to the question were bothered occasionally or frequently by smoke at Miami. Over 3000 people indicated that they were bothered by smoke at Miami. In addition, over 52% of those who responded indicated that they wanted MU to go smoke free. That number increased to over 62% when it involved increased support for those who are trying to quit. As a committee we felt that these numbers are strong enough to warrant taking a serious look at the feasibility of a smoke free campus with the understanding that significant resources must be allocated for the support and assistance of smoking cessation programs and products.

Once the survey data had been compiled and the results considered, it was determined that while critical, the survey data was merely one piece of the puzzle and more information was needed from around campus. The concerns raised were: economic impact on a donor level, economic impact on a conference/hospitality level, personal freedom issues as well as enforcement and grounds keeping issues. Therefore, in order to make the most educated recommendation possible, we continued to gather information from other sources within the community.

We found that there exists a certain reluctance to endorse a smoke free campus due to economic concerns. After consulting with members of the development office, it was determined that while it would be difficult to quantify, concerns exist about the negative impact the policy could have on giving. Further, based on informal surveys taken by the Marcum Conference staff, it was determined that at least one client of the Conference Center would not return if provisions were not made for their smoking members.

Significant time was spent discussing the role that personal freedoms should play in our decision. Given that tobacco is a legal product for individuals over the age of 18 and that when consumed properly it does not have a negative impact on others, why should it be restricted? We discussed whether the issue was one of policy or policy enforcement and the benefit of developing a more restrictive policy when the current policy is in large part ignored.

The final piece that we discussed concerned the impact that the policy would have on the building and grounds staff. We felt that the input of those who are most directly involved in keeping our campus clean should be consulted. Based on those conversations, it was determined that a majority of this group would prefer to see the current 25' rule remain in place until the no smoking policy is fully implemented.

After a great deal of discussion, consensus was reached on the following recommendation.

Miami University will become a totally smoke free campus within twelve months from the date it is announced by the President/Board of Trustees. The only exception would be a "hospitality exception" that would include the Marcum Conference Center, The Miami Inn, Climer Guest House, Simpson Shade Guest House and any other University location that houses overnight guests. In these areas, there will be a designated smoking area that is at least 25' from any other University building. In the interim, widespread cost free smoking cessation programs will be implemented and nicotine replacement therapies will be offered free of charge to all students, faculty, staff and benefit eligible spouses/partners who wish to quit smoking. In addition, a significant public relations campaign will need to be developed with the goal of educating the University community as well as our alumni and customers of the change in policy. All University publications will need to clearly state that Miami University is a Smoke Free campus.

The effective use of the transitional months will be a critical factor in the success of this policy. The enforcement of a smoke free campus will be difficult at best and compliance will in large part be voluntary. The committee feels strongly that all enforcement should be consistent across the entire University community.

The proposed policy is attached (Appendix E)

APPENDIX A

MUPIM 16.15 (P. 165)

Smoking is prohibited in all University buildings, residence halls and vehicles. Smoking may be permitted in designated overnight guest rooms at the The Inn and Marcum Conference Center.

Violation of the smoking regulations may lead to criminal and/or University disciplinary action.

APPENDIX B

SENATE RESOLUTION

TITLE: SMOKING REGULATIONS

REASON FOR POLICY

- 1) Involuntary exposure to tobacco smoke is a leading cause of death in the United States. Individuals who breathe in the tobacco smoke of others suffer from numerous illnesses including heart disease, cancer, respiratory problems, and eye and nasal irritation. Involuntary exposure to tobacco smoke is a preventable health risk and the single most avoidable cause of death and disease.
- 2) The EPA and the Surgeon General have determined there is no safe exposure level to secondhand smoke. Therefore, it is the purpose of this policy to provide for the rights of smokers while minimizing exposure to secondhand smoke.

RESTRICTIONS:

- 1) Smoking shall be prohibited inside University Facilities, including buildings, shelters, indoor and outdoor athletic facilities, indoor and outdoor theatres, bridges, enclosed or sheltered walkways, residence halls, and parking garages, as defined in this document.
- 2) Smoking shall be prohibited in all vehicles owned, operated or leased by Miami University.
- 3) Smoking shall be prohibited within a twenty-five foot perimeter of a University Facility.
- 4) Smoking shall be permitted in Outdoor Public Areas, as defined in this document; however, preferential consideration will be given to non-smokers whenever it is clear they are involuntarily exposed.
- 5) Outdoor Public Areas may be designated as non-smoking for special events with written approval of the policy administrator.
- 6) The sale, distribution, or advertisement of tobacco products is prohibited in University Facilities and Public Areas.
- 7) This policy shall apply to all faculty, students and staff.

DEFINITIONS

Smoking - The burning of tobacco or any other material in any type of smoking equipment, including, but not restricted to, cigarettes, cigars, or pipes.

University Facilities - As used in these regulations, the term "University Facility" or "University Facilities" means any building or structure which is owned, used, or occupied by Miami University, except:

Outdoor Public Areas - Outdoor University Facilities that are open to orderly unsupervised access by faculty, staff, students, and visitors (e.g. streets, sidewalks, and lawn areas)

PROCEDURE

- 1) "No smoking" signage shall be posted in appropriate and visible locations.
- 2) Ash trays shall be moved at least twenty-five feet from all University facilities.
- 3) Literature regarding the policy shall be available and easily attainable.
- 4) Miami University shall actively promote and increase awareness of the available smoking cessation help offered through the University.
- 5) Miami University websites, literature and advertising, particularly that which is related to the posting of employment opportunities, shall identify the University as having smoke-free buildings, athletic facilities, and vehicles.

ENFORCEMENT

It shall be the responsibility of all members of the Miami University community to observe this rule and to direct those who are smoking to areas smoking is permitted.

APPENDIX C SURVEY INSTRUMENT

Smoking Policy for Miami University

Thank you for taking the time to answer the questions below. Your responses will be an integral part of developing the future smoking policy for Miami University. We have been charged with gathering information from the University community and developing a policy based on the recommendations of the community. If you are not comfortable answering any of the questions, feel free to skip to the next one; but rest assured that your responses are anonymous. Once again, thank you for your participation.

1. Do you believe that Miami University (all campuses) should be smoke-free?
 - Yes, definitely
 - Yes, if Miami increases its support for smoking cessation programs
 - No
2. If the decision was made to allow smoking on campus but with restrictions, which of the following would you consider to be the best solution?
 - Smoking restricted to a minimum of 25 ft. from the entrance of a building
 - Smoking restricted to designated areas around campus
3. Please identify your primary status at Miami.
 - Faculty
 - Staff (classified or unclassified)
 - Graduate student
 - Undergraduate student
4. Please identify your primary campus.
 - Hamilton
 - Middletown
 - Oxford
5. Which of the following best describes your current smoking status?
 - Currently smoke
 - Quit smoking in the past 5 years
 - Quit smoking more than 5 years ago
 - Never smoked
6. Do you currently smoke at Miami?
 - Yes
 - No
 - Don't smoke
7. Are you interested in smoking cessation programs?
 - Definitely interested
 - Somewhat interested
 - Not interested at all
 - Don't smoke

8. If you are interested in smoking cessation programs, check all that apply to your interest.

- I am willing to pay for a portion of the cost of the program
- I am willing to participate outside of normal work hours
- I am willing to participate only during work hours
- I have tried to quit before and nothing has worked

9. Are you bothered by smoke at Miami?

- Frequently
- Occasionally
- Seldom
- Never

10. In what way are you bothered by smoking at Miami?

- Eyes/nose/throat irritation
- Concern for long term health
- Work performance issues
- Headaches
- Pregnancy related concerns
- Other

APPENDIX D SURVEY RESULTS SUMMARY

Do you believe that MU should be smoke-free?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Yes, definitely	3,179	51.6	52.0	52.0
	Yes, if Miami increases support	639	10.4	10.5	62.5
	No	2,291	37.2	37.5	100.0
	Total	6,109	99.2	100.0	
Missing	System	48	0.8		
Total		6,157	100.0		

If the decision was made to allow smoking on campus but with restrictions, which of the following would you consider to be the best solution?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Restricted to min 25 ft	2,796	45.4	46.4	46.4
	Smoking restricted to designated areas	3,236	52.6	53.6	100.0
	Total	6,032	98.0	100.0	
Missing	System	125	2.0		
Total		6,157	100.0		

Are you bothered by smoke at Miami?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Frequently	1,124	18.3	18.4	18.4
	Occasionally	2,050	33.3	33.6	52.0
	Seldom	1,234	20.0	20.2	72.3
	Never	1,693	27.5	27.7	100.0
	Total	6,101	99.1	100.0	
Missing	System	56	0.9		
Total		6,157	100.0		

The above tables are only a portion of the available data. Other frequencies and cross tabulations are available upon request.

APPENDIX E

PROPOSED SMOKING POLICY

1. From now until twelve months from the date of announcement, smoking is prohibited within 25' feet of any Miami University facility as defined in #2 of this policy.
2. Smoking is prohibited on Miami University property including the interior and exterior of all University facilities, including all buildings owned used, or occupied by Miami University, shelters, indoor and outdoor athletic facilities, indoor and outdoor theatres, bridges, walkways, sidewalks, residence halls, parking lots and garages.
3. Smoking is prohibited in/on any vehicle or piece of equipment owned, leased or operated by Miami University.
4. Smoking is defined as the burning of tobacco or any other material in any type of smoking equipment, including, but not restricted to cigarettes, cigars, or pipes. Requests for exemptions should be directed to the Office of General Counsel.
5. There is a "Hospitality Exception" to this policy that allows a designated smoking area to be established in the area surrounding any location that provides lodging in a "hotel – like" fashion. Included in this exception are the Marcum Conference Center, the Miami Inn, Climer Guest House, Simpson Shade Guest House, Patterson Place, and other locations housing overnight guests. The designated area must be at least 25' from any University building. Signs will be posted indicating the location of the hospitality exception areas.
6. Smoking will be permitted on the sidewalks that adjoin streets maintained by the City of Oxford, City of Middletown or the City of Hamilton. Smoking is prohibited along the sides of Miami University maintained streets, paths, and through ways.
7. Signs will be posted around campus indicating that Miami University is a Smoke Free Campus.
8. All University publications (websites, literature, advertising, employment opportunity postings, admissions information, and bid materials etc.) will identify Miami University as a Smoke Free Environment. Every effort will be made to inform contractors, vendors and other University visitors of this policy.
9. Miami University will actively promote and provide, free of charge, extensive smoking cessation assistance and nicotine replacement therapy to any student, faculty, staff, or benefit eligible spouse/partner.

Communication of the smoking regulations is the responsibility of the entire University community. Enforcement of the smoking regulations will be handled in the same manner as any other policy violation. Violations may lead to civil penalties and/or University Disciplinary action.