



**Smoke-Free  
New England**

# **Sample Policy For A Tobacco-Free Campus**

**XYZ University has a responsibility to its employees and students to provide a safe and healthful environment. Research findings show that tobacco use in general, including smoking and breathing secondhand smoke, constitutes a significant health hazard. In addition to causing direct health hazards, smoking contributes to institutional costs in other ways, including fire damage, cleaning and maintenance costs, and costs associated with employee absenteeism, health care, and medical insurance.**

**XYZ University therefore has set the following policy regarding tobacco:**

## **1. Smoking is prohibited on all college properties, including residence halls.**

**Secondhand smoke, also known as environmental tobacco smoke, is a Class A carcinogen. Its many detrimental effects on health are well established and include triggering asthma attacks, causing lung cancer, and causing cardiovascular and lung diseases. Attempts to eradicate exposure to secondhand smoke through limiting smoking to enclosed spaces is ineffective because smoke can easily travel through open doors, space in doorframes, through heating vents, and easily travels outside the established boundaries. In addition, smoking indoors poses a serious fire risk to buildings.**

- Therefore, smoking is prohibited in all campus buildings and outside in areas of the campus where non-smokers cannot avoid exposure to smoke. Specifically, smoking is prohibited in all campus buildings, including classrooms, lecture halls, laboratories, offices, work areas, study areas, reception areas, meeting rooms, lobbies, hallways, stairwells, elevators, eating areas, lounges, and restrooms. Furthermore, smoking is prohibited in all partially enclosed areas such as covered walkways, breezeways and walkways between**

**sections of buildings, and bus-stop shelters; areas immediately adjacent to building entrances; and exterior stairways and landings.**

- **For the purposes of this policy, smoking is defined as burning any type of tobacco product including, but not limited to, cigarettes, cigars, cigarillos, pipes, and bidis.**
- **Organizers and attendees at public events, such as conferences, meetings, public lectures, social events and cultural events, using XYZ facilities will be required to abide by the University Tobacco Policy. Organizers of such events are responsible for communicating this policy to attendees and for enforcing this policy.**
- **Smoking is prohibited in all XYZ University residences, including dormitories, fraternities, and sororities.**
- **Smoking is prohibited up to 20 feet outside any enclosed area where smoking is prohibited to ensure that secondhand smoke does not enter the area through entrances, windows, ventilation systems, or any other means.**
- **All non-smoking areas shall be clearly marked with signs.**
- **Smoking is prohibited in all XYZ University vehicles.**

## **2. The sale of tobacco products on campus is prohibited.**

**The availability of tobacco products in campus stores serves only to reinforce the notion that smoking is socially normative, sanctioned adult behavior. It would be hypocritical for XYZ University to take a stand against smoking but profit by allowing the sale of tobacco on its campus.**

- **Therefore, the sale of any type of tobacco on campus is prohibited. This includes the delivery of tobacco products to campus by means of delivery services of any kind.**

## **3. The free distribution of tobacco products on campus, including in fraternities and sororities, is prohibited.**

**Tobacco companies are attempting to lure would-be smokers by providing free "samples" of tobacco products at functions sponsored by college social groups, including sororities and fraternities. These giveaways are**

**especially prevalent in settings where alcohol is being used because smoking experimentation—or starting up again after quitting smoking—is more likely when one’s judgment is impaired by alcohol.**

- **Therefore, the free distribution of tobacco products on campus is prohibited.**

#### **4. Campus organizations are prohibited from accepting money or gifts from tobacco companies.**

**Tobacco companies have long used the strategy of free giveaways and donations to buy themselves new customers and friends. XYZ University refuses to allow tobacco companies to buy loyalty on its campus.**

- **Therefore, campus organizations are prohibited from accepting money or gifts from tobacco companies. This includes parties sponsored by tobacco companies and allowing them to distribute free, reduced-price, or fully priced tobacco products (T-shirts, hats, etc.) on campus.**
- **All tobacco advertising in public spaces, such as billboards and signs in sports stadiums, is prohibited. Accepting revenue for advertising tobacco products is inconsistent with the mission of this policy.**

#### **5. Tobacco advertisements are prohibited in college-run publications.**

**The New York Times and other prominent publications have ceased advertising tobacco products. Advertisements paid by tobacco companies (including public relations pieces as well as those advertising products) are not articles, and they certainly are not objective journalism. These ads are carefully crafted deceptive messages portraying a deadly behavior as glamorous and fun. They have no place in publications dedicated to the pursuit of knowledge and truth.**

- **Therefore, advertisements for tobacco products or ads paid for by tobacco companies are prohibited in all XYZ University-run publications, including newspapers and magazines.**

#### **6. XYZ University will provide free, accessible tobacco treatment on campus—and will publicize its availability.**

**More than 400,000 Americans die each year as a result of smoking. Countless more suffer physical impairments because of their addiction to tobacco. Recognizing this, XYZ University encourages students and staff who use tobacco products to quit.**

- **Therefore, XYZ University has programs in place to help students and staff stop using tobacco products. These programs are designed to meet the special needs of those they serve. A list of these programs is provided at the end of this policy.**
- **These tobacco treatment programs shall be publicized regularly in student and staff publications, posted in residence halls and academic buildings, through Student Services, and through other appropriate means.**

**THIS SAMPLE POLICY WAS CREATED USING SOME EXCERPTS FROM THE WELLESLEY COLLEGE, UNIVERSITY OF TORONTO, AND SONOMA STATE UNIVERSITY TOBACCO POLICIES.**

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**A note on enforcement:**

**Each campus should develop its own enforcement and sanction structure, which should be clearly explained in the policy. These should explain who is responsible and what the sanction is. A couple of examples follow:**

- **The Office of Residential Life is responsible for enforcing and implementing sanctions in dorms, sororities, fraternities, and other student residences. If a student is found in violation of the policy, that student shall appear before the student shall be fined \$100, payable to the Office of Residential Life, and must appear before the student court.**
- **The Office of Public Safety will work with the Dean's Office to enforce and implement sanctions in the rest of the campus, but are not excluded from enforcing the policy in student residences. Those found in violation of the policy shall be fined \$100, payable to the Dean's Office, and must attend a meeting with a representative from the Dean's Office.**

**Another, less specific approach is:**

- **Effective implementation of this Tobacco Policy depends upon the courtesy, respect, and cooperation of all members of the XYZ University community. Complaints or disputes should be brought to the attention of the University employee who has immediate responsibility for the workplace, event, or residence, or to her/his**

**supervisor. If satisfactory resolution is not reached, the Director of Environmental Health and Safety should be consulted.**