

SPRINGFIELD COLLEGE

SMOKE-FREE, TOBACCO-FREE POLICY

I. Purpose:

This Smoke-Free, Tobacco-Free Policy (“Policy”) addresses the presence and use of tobacco products on Springfield College (“College”) property. The College is committed to promoting the health and wellness of our students, faculty, and staff by providing a living, working, and learning environment free of the negative effects of tobacco products and smoke. The College recognizes that smoking and the use of other forms of tobacco are a major cause of preventable disease, and, accordingly, in 2015 convened a Study Circle to explore whether and how the College might implement a smoke-free, tobacco-free policy. Having received the Study Circle’s report, the College has concluded that a tobacco-free campus is consistent with the mission and purpose of the College by promoting individual and community health.

II. Scope:

This Policy applies to all members of the College community, including employees, students, volunteers, vendors and visitors, and to all property, both indoors and outdoors, owned by, or under the control of, the College.

III. Defined Terms:

- “E-cigarette” means any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.
- “Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, including a hookah pipe, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs and marijuana, whether natural or synthetic, in any manner or in any form. Smoking also includes the use of an E-cigarette which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of Smoking in this Policy.
- “Tobacco Product” means any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco, hookah tobacco, snuff, chewing tobacco, dipping tobacco, bidis, blunts, clove cigarettes, or any other preparation of tobacco; and any product or formulation of matter containing biologically active amounts of nicotine that is manufactured, sold, offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body. “Tobacco Product”

does not include any cessation product specifically approved by the U.S. Food and Drug Administration for use in treating nicotine or tobacco dependence.

IV. College Policy:

A. Smoking and Use of Tobacco Products Prohibited

Effective January 1, 2017, Smoking and the use of Tobacco Products are prohibited on all property, both indoors and outdoors, owned by, or under the control of, the College. This prohibition encompasses:

- All buildings and vehicles owned or leased by the College, regardless of location.
- All College grounds and any outdoor area controlled by the College. This includes all College land, parking lots and parking ramps, pedestrian walkways, athletic fields, green spaces and recreational areas.
- Inside any vehicle located on College property.

B. Promotion and Sale of Tobacco Products Prohibited

In further recognition of the incompatibility of the College's educational mission and the promotion of Tobacco Products, no tobacco-related advertising or sponsorship shall be permitted on College property, at College-sponsored events, or in publications produced by the College, with the exception of advertising in a newspaper or magazine that is not produced by the College and which is lawfully sold, bought, or distributed on College 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 or colors, or any other indicia of product identical to or similar to, or identifiable with, those used for any brand of tobacco products or company which manufactures tobacco products. No Tobacco Products or paraphernalia shall be sold or distributed as samples on College property, either in vending machines, the student union, or any area on campus.

C. Exceptions

For educational purposes, research involving Tobacco Products in a controlled laboratory setting may be approved as an exception to this Policy with the prior, advance written approval of the Provost. Requests for any other exceptions as may be required by law should be directed to the Senior Vice President for Finance & Administration who shall review such request in consultation with the College's General Counsel as well as divisional administrators potentially impacted by any exception.

V. SMOKING CESSATION:

The College is committed to supporting all employees and students who wish to stop using Tobacco Products. Students on the Springfield campus may visit The Towne Health Center; students at School of Professional and Continuing Studies ("PCS") campuses may ask College personnel at their campuses for referrals to local smoking cessation resources. Faculty and staff have access to a number of programs through the Employee Assistance Program and the College's health plan provider. Additional resources are available on the College's smoke-free, tobacco-free webpage.

VI. COMPLIANCE WITH POLICY / COMPLAINTS:

Adherence to and management of this Policy requires common sense, courtesy and support among all members of the College community. Signage, announcements at public events, reminders on programs and other materials, and inclusion in applicable handbooks and contracts will all be utilized to educate the College community regarding the Policy.

All members of the College community are encouraged to promote compliance with this Policy by respectfully reminding students, faculty, staff, volunteers, vendors and visitors of the prohibition of Smoking and use of Tobacco Products. Violations should be reported as follows and, if needed, steps may be taken consistent with other policies:

- Violations by Springfield campus (non-PCS) students should be brought to the attention of the Assistant Vice President of Student Affairs or Public Safety.
- Violations by PCS students should be brought to the attention of the applicable Campus Director.
- Violations by employees should be brought to the attention of the employee's supervisor or the Office of Human Resources.
- Violations by visitors/guests of the College should be brought to the attention of the hosting department/organization or Public Safety
- Violations by vendors should be brought to the attention of the hosting department/organization, Public Safety or the Purchasing Department.

VII. ADDITIONAL RESOURCES:

Frequently asked questions regarding this Policy are included below.

Approved by:	President and President's Leadership Team
Date Adopted:	November 1, 2016
Date Effective:	January 1, 2017

FREQUENTLY ASKED QUESTIONS

Why is Springfield College going smoke and tobacco-free?

Springfield College is committed to promoting the health and wellness of our students, faculty, and staff by providing a living, working, and learning environment free of the negative effects of tobacco products and smoke. Springfield College recognizes that tobacco use is the number one cause of premature death in the United States and by becoming tobacco free we will be joining about 1,500 other colleges and universities across the nation in becoming smoke and tobacco free. A smoke and tobacco-free environment contributes to the learning environment by protecting the health of all members of the campus community from smoke exposure, as well as protecting our environment from toxic waste.

A complete list of tobacco and smoke free colleges and universities is available at Smoke Free Campuses <http://tobaccofreecampus.org/>

Do smoke & tobacco-free policies actually work?

According to the Centers for Disease Control and Prevention, policies establishing tobacco free environments have shown to be very effective in reducing exposure to secondhand smoke, as well as reducing daily cigarette consumption among smokers.

What does this actually mean for the Springfield College community?

With this Policy, the use of all smoking and tobacco products, including electronic cigarettes, is prohibited on all campuses, buildings, parking lots, vehicles, and outdoor areas owned and/or operated by Springfield College.

Will e-cigarettes be prohibited in the new Policy?

Yes. The Policy applies to electronic cigarettes. Electronic cigarettes contain nicotine or other unhealthy or unsafe products and pose health risks to users and to the public. In the best interest of the health and well-being of all members of the Springfield College community, electronic cigarettes are prohibited.

Will tobacco products that are not smoked, such as chewing tobacco, be prohibited by the Policy?

Yes. The Policy applies to all tobacco and smoking products.

Will the use of hookahs be prohibited on campus?

Yes. The policy does not permit the use of hookah to consume tobacco or tobacco products (including shisha) on campus.

Will there be any designated smoking areas on campus?

No. There are no designated smoking areas anywhere on campus.

How was the Springfield College community involved in the decision to become smoke and tobacco-free?

Extensive assessment was done by a task force inclusive of students, faculty & staff in 2011 with a report being generated recommending the College become a smoke-free, tobacco-free campus. This recommendation was not adopted at that time. In 2015, Dr. Cooper appointed a study circle committee to re-examine the concept and original proposal. Assessment was done again using methods of focus groups, open forums, and online surveys with a similar recommendation to Dr. Cooper.

Who made the decision to adopt this Policy?

The decision was made by the Springfield College President and senior leadership team, while taking into consideration feedback and questions from the community through the 2011 assessment and 2015 Study Circle.

When does the smoke and tobacco-free Policy go into effect?

The Policy will go into effect January 1, 2017.

How will this Policy be enforced?

We will regularly remind students, faculty, staff, and visitors of the prohibition of all smoke and tobacco products on all Springfield College property, including posting signage to indicate Springfield College is smoke and tobacco free. We will provide support to the community to help everyone create a smoke and tobacco-free environment.

What about the safety of individuals who choose to go off campus to smoke, particularly resident students at night?

Safety is a concern for all members of the community, tobacco users and non-users, both on and off campus. Individuals who choose to go off campus to use tobacco products would not be at any greater risk than others who choose to go off campus for other reasons. All members of the Springfield College community should follow recommended personal safety precautions which can be found on the Springfield College Public Safety website.

What about employees of Springfield College vendors who work on campus?

The smoke and tobacco-free policy applies to everyone on campus, including vendor employees and all visitors. We will communicate the new policy to our vendor management teams in advance so that they can provide necessary support to their employees when Springfield College transitions to a smoke and tobacco-free campus.

Will visitors who smoke or use tobacco products, including family and friends of Springfield College students, feel unwelcome on campus as a result of Springfield College going smoke and tobacco-free?

The Springfield College smoke and tobacco-free policy will be implemented and communicated in a respectful manner to ensure that everyone, including all visitors, continue to feel welcome on campus. As a community, we will help visitors understand the policy and assist with directions to nearby off-campus locations for anyone who might need to use tobacco products while visiting Springfield College. As noted above, the goal of this Policy is to promote the health and wellness of our students, faculty, and staff by providing a living, working, and learning environment free of tobacco products and smoke.

Do I have a right to use tobacco products?

Using tobacco, including smoking, is a personal choice, not a protected right. The College's Policy does not take away one's right to smoke or use tobacco, it instead restricts its use on campus.

Will there be any smoking cessation services or support available for those who smoke?

Yes. Please visit the College's smoke-free, tobacco-free webpage for available resources.