

Oklahoma State University Policy and Procedures

TOBACCO USE IN UNIVERSITY BUILDINGS AND GROUNDS

**1-0530
GENERAL
UNIVERSITY
March 31, 2008**

UNIVERSITY POLICY AND STATE LAW

1.01 The Oklahoma Smoking in Public Places and Indoor Workplaces Act, 63 O.S. 2003, SS 1247; 1-1523; 1-1525, et. seq., requires Oklahoma State University to adopt policies regulating smoking in facilities owned, leased, or under the control of the University. The Act prohibits the possession of lighted tobacco in any indoor place used by or open to the public, public transportation, or any indoor workplace, except where specifically allowed by law and allows educational facilities to adopt more restrictive policies regarding smoking and the use of other tobacco products in the buildings or on the ground of the facilities. These Policy and Procedures are adopted to implement that requirement.

1.02 It is the intent of Oklahoma State University to promote the health, well-being and safety of all students, faculty, staff and visitors. As such, effective July 1, 2008, Oklahoma State University is designated as a tobacco-free environment. Smoking and the use of all tobacco products are prohibited.

1.03 This policy applies to all non-leased buildings and grounds owned or under the control of Oklahoma State University on the Stillwater campus, including any housing or residence facility owned, operated, or managed by the University.

1.04. Residential Life will designate a limited number of facilities that will be exempt from this policy. Residential Life officials charged with oversight of the exempt areas of campus where tobacco use is permitted must adopt and post internal policies. Exempt areas (designated on a temporary basis) are located on the campus map on the official OSU website (www.okstate.edu).

1.05 Tobacco use is prohibited in all vehicles owned, leased, or under the control of Oklahoma State University, the State of Oklahoma and all its agencies and instrumentalities including those that provide public transportation.

DEFINITIONS

2.01 Tobacco use includes, but is not limited to, the carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device or the use of smokeless tobacco

including snuff, chewing tobacco, smokeless pouches, or any other form of loose-leaf, smokeless tobacco.

PROCEDURES

3.01 Oklahoma State University will not accept donations, gifts, money, or materials intended to promote the use of tobacco nor participate in any type of services that promote the use of tobacco.

3.02 Appropriate signage will be posted by the OSU Physical Plant as necessary to inform employees, students and visitors of policy provisions.

- A. "Breathe Easy" signs will be placed on all campus buildings.
- B. "Tobacco Free Campus" will be clearly posted at all main campus entrances.
- C. No ashtrays will be provided on campus except in the remaining designated areas, beginning July 1, 2008.

3.03 It is prohibited to sell tobacco products or advertise the sale of tobacco products on University property.

3.04 Littering the campus with remains of tobacco products or other disposable products is prohibited.

3.05 Organizers and attendees at events (meetings, conferences, lectures, cultural events and sporting events) using OSU facilities are required to abide by the policy. Organizers of such events are responsible for communicating the policy to attendees and for enforcing this policy.

3.06 Courtesy and consideration will be exercised when informing others unaware of and/or in disregard of this policy. No retaliation will occur to any person for doing so.

3.07 A complaint against an offender who fails to respond to a request by another, as noted in Section 3.06, may be referred to a dean, director, or other manager. Appropriate disciplinary action will be taken for an offender against whom multiple complaints have been received.

3.08 Oklahoma State University reserves the right to change these Policy and Procedures or any portion thereof at any time without prior notice.

TOBACCO CESSATION PROGRAMS

4.01 Employees wishing to participate in tobacco cessation programs are referred to the Seretean Wellness Center (405.744.9355), the Oklahoma Tobacco Quit Line (1.800.QUIT.NOW or 1.800.784.8669), the American Cancer Society, the American Lung Association, and the American Heart Association.

4.02 Students may contact University Health Services (405.744.7665) for cessation assistance.

Adopted:

February 1985 (As P&P 3-0530 “Smoking and Use of Tobacco in University Buildings”)

Revised:

May 1989

February 1997 (Revised and renumbered as P&P 1-0530)

March 2004

March 31, 2008