

Supporting Cessation and Prevention: Toward a Commercial Tobacco-Free Campus

OVERVIEW:

The University of Wisconsin-Eau Claire acknowledges the findings of the Surgeon General that use of commercial tobacco products in any form, active and passive, is a significant health hazard. In light of the health risks and in support of a safe and healthy learning and working environment, the University of Wisconsin-Eau Claire has set the following commercial tobacco-free campus policy. This policy is consistent with the spirit of our draft Vision Goals for Distinction in the 2025 University Strategic Plan, especially to “Lead Innovation in Health Sciences and Human Wellbeing.”

PURPOSE:

The purposes of this policy are to reduce harm from secondhand smoke, provide an environment that encourages persons to be free of commercial tobacco products, establish a campus culture of wellness and environmental responsibility, and promote a future free of commercial tobacco products.

DEFINITION:

For the purpose of this policy, "commercial tobacco" is defined to include any lighted cigarette (such as clove, bidis, kreteks), cigars, pipes, and hookah products; any other smoking or vaping products (such as e-cigarettes); and any smokeless, spit or spitless, dissolvable, or inhaled tobacco products, including but not limited to dip, chew, snuff or snus, in any form (such as orbs, sticks, pellet, etc.)

APPLICABILITY:

Smoking, vaping, and the use of other commercial tobacco products (see above) is prohibited on all campus grounds (university owned, controlled, and/or leased); university owned or leased properties; and university owned, leased, or rented vehicles. This includes but is not limited to all university streets and sidewalks, parking lots, landscaped areas, outdoor athletic facilities, and recreational areas; at lectures, conferences, meetings, and social and cultural events held on campus property or campus grounds. Smoking or the use of other commercial tobacco products is also prohibited in the interior of all buildings, including campus residence halls. This policy applies to all faculty, staff, students, contractors, vendors, and visitors during and after campus hours at all University of Wisconsin-Eau Claire sites.

AUTHORITY:

The UW-Eau Claire Chancellor issues this policy in accordance with the Administrative Policy process. The Chancellor shall delegate the responsibility of administering this policy to the appropriate administrative divisions and/or shared governance organizations. Exemptions to this policy may be requested through the Office of Affirmative Action. Exemptions include but are not limited to the sacred use of commercial tobacco by native communities.

SANCTIONS AND APPEALS PROCESS

Enforcement of this policy will depend upon the cooperation of all faculty, staff, and students to not only comply with the policy, but also to encourage others to comply in order to promote a healthy and clean environment in which to work, learn, and live. The success of this policy will depend on the courtesy, respect, and cooperation of users and non-users of commercial tobacco products. Violations will be handled like other work rule or policy violations.

Failure to adhere to the provisions of this policy may result in either a warning or appropriate disciplinary action as provided under existing policies and procedures applicable to students, faculty, and staff.

UNIVERSITY RESPONSIBILITIES

All University of Wisconsin-Eau Claire faculty, staff, and students are responsible for compliance and for advising visitors of the policy. All administrators, deans, directors, department chairs, and supervisors are responsible for communicating the policy to everyone within their areas of responsibility. Sufficient signage will be posted to inform members of the campus community, those living near the University, and visitors to the University, including contractors and vendors, of the policy. This policy will be available and accessible to the general public on a university website.

Cessation services for students are available through Student Health Service to those who would like to quit using commercial tobacco products. Employees interested in cessation services should contact their employer for resources through their health insurance plan and/or employee assistance program.

DEPARTMENT/UNIT RESPONSIBILITIES

Building managers and departmental supervisors shall be responsible for communicating this policy within their respective employees and programs.

IMPLEMENTATION

The commercial tobacco-free campus policy will be implemented in three phases using, but not limited to, the sample framework below, adapted from the [American Lung Association SPARK Tobacco-Free Colleges and Universities program](#). It is of the utmost importance that our university provide support for students and employees in preparation for and beyond implementation of the policy. The PPPC recommends an implementation timeline that gives sufficient time for the university to mobilize cessation resources to ensure that implementation does not result in increased stress for students and employees. The PPPC supports providing easy access to FDA-approved nicotine replacement therapies and behavioral cessation support to enable people to comply with the policy.

Upon resolving to adopt a commercial tobacco-free policy, the PPPC calls on the chancellor to appoint an Implementation Team to plan for the three phases of implementation. The

Implementation Team should be a minimum of seven members. Membership may be selected from the following stakeholders:

- Admissions
- Facilities Management
- Housing and Residence Life
- Human Resources
- Integrated Marketing and Communications
- Residence Hall Association
- Sodexo
- Student Health Service
- Student Senate
- University Centers
- University Senate
- University Staff Council

The Implementation Team shall exist until the chancellor deems it unnecessary, at which time a review timeline should be selected so that the policy is reviewed. The University Senate Physical Plant Planning Committee shall serve as the review body.

Spark Sample Tobacco-Free Campus Implementation Plan

Phase One: Pre-Policy Implementation Date

- Promote campus/state/Lung Association cessation services
- Select a date for implementation of a policy (start of a new school year/semester is recommended)
- Create a consistent brand and logo for the policy that will be easily recognizable
- Alert campus/community media of upcoming policy implementation
- Order signs/window clings to put up around campus and on borders of campus to alert about policy
- Prepare materials explaining policy for new student/residence hall welcome packets
- Begin correspondence with campus residential neighbors by sending a letter alerting about policy date, the actions steps that will be taken to ensure no litter on their property, and a contact they can reach out to in case of issues
- Contact those who write Student and Staff Codes of Conduct/Handbooks to place tobacco-free policy language in the documents at implementation date
- Make sure tobacco-free policy reminders appear in the following documents:
 - *Student newspapers*
 - *Student welcome packets*
 - *Season Ticket holder information packets (if applicable)*
 - *Staff/Faculty newsletters*
 - *Emails to campus*
 - *Campus stationary*

- *Campus tour scripts*
- *Programs for athletics, music, and theater*
- *Press releases to local media to inform larger community and campus neighbors*
- *Contracts for campus room rentals*
- *Campus job advertisements*
- *Contracts with outside maintenance or construction workers*
- Develop a thorough website to communicate the new policy
- Create hand-out cards to give to those who need reminders to comply with policy after implementation date

Phase Two: Policy Implementation Date

- Remove ash urns and signage from previous smoking areas
- Hold kick-off event (invite press, local legislators, other key community members, hold activities/games, distribute give-away items)
- Begin to hand out reminder cards to those who might not be complying with policy. (Make this a joint effort between students, staff, and especially administrators. All must be aware of the policy in place)
- Continue to educate about policy, it is a learning process for all and compliance will follow when the culture of campus tobacco use patterns change
- Promote campus/state/Lung Association cessation services

Phase Three: Post-Policy Implementation

- Continue education, reminders, and celebrations for the policy. (Events such as new student/transfer orientation, large campus events, RA training, Great American Smoke-out are great opportunities for reaffirming the message)
- Promote campus/state/Lung Association cessation services

[Spark: Tobacco-Free Colleges & Universities | American Lung Association](#)