

## Tobacco Free Campus

### Philosophy:

Mayville State University provides an atmosphere conducive to physical and mental well-being. Based on the U.S. Surgeon General's Report, there is no safe level of exposure to secondhand smoke. Inhaling secondhand smoke even for a short time can be harmful and set processes in motion such as cancer, heart disease, or respiratory conditions. Similar research has also supported the negative health risks associated with the use of smokeless or chewing tobacco. To support this atmosphere, MSU is a Tobacco Free Campus. In compliance with State of North Dakota laws, this tobacco free provision also applies to the use of E-Cigarettes or similar devices in all public places on the university campus, to include residence halls. This policy applies to all employees, students, visitors and contractors. The policy also applies to external individuals or companies renting space with MSU and should be reflected in all agreements/contracts with such individuals or companies.

### Policy:

Smoking (including the use of E-Cigarettes or similar devices) and use of smokeless or chewing tobacco are prohibited on all university properties, with the exception of personal vehicles. Smoking or use of smokeless or chew tobacco will be allowed in personal vehicles only.

### Responsibility/Enforcement:

**Employees:** Supervisors are responsible for ensuring that employees, and where applicable, contractors, are made aware of this policy and that they comply with its requirements. Non-compliance by employees with this policy may result in disciplinary action being taken through normal disciplinary procedures as determined by the respective supervisor and may include verbal reprimands, written reprimands or other disciplinary action. The reporting of such violations should be made to the employee's immediate supervisor.

**Students:** Students who violate this policy are subject to formal disciplinary procedures through the Student Services Offices. Such actions may include verbal reprimands, written reprimands and official citations. Students who violate the university's Tobacco Free policy will be subject to the following processes and sanctions:

- a) A university official, faculty member or student who observes a student who is in violation of the Tobacco Free policy (*seen smoking or chewing/disposing of tobacco on campus property*) should report that violation to the Vice President for Student Affairs. The following sequence of sanctions and actions will generally be taken as a result of such a report:
  - 1) A first reported violation of the Tobacco Policy will result in an e-mail from the Vice President for Student Affairs, informing the student of the MSU Tobacco Policy and requesting that the student complete Electronic Check Up to Go (eCHECKUP TO GO) to provide information to the student about the potential dangers of tobacco use. The student will be required to schedule a personal consultation with the Vice President for Student Affairs and to provide documentation of completion of the eCHECKUP TO GO. The personal

consultation may also include a referral to the Traill County Tobacco Prevention Specialist for tobacco cessation counseling and education.

- 2) A second report of violation of the MSU Tobacco Policy by the same student will result in a written reprimand and a fine, not to exceed \$100.
- 3) Any additional reported violations will result in a formal disciplinary process under the provisions of the MSU Code of Student Conduct and may include sanctions ranging from additional fines, conduct probation, and suspension.

**Adopted: January, 2009**

**Revised: December, 2013**

**Revised: February, 2014**

**Sponsored by: President's Cabinet**

(This policy replaces M917-Smoke-Free Facilities policy that was approved on July 19, 2004.)