

## **TOBACCO FREE CAMPUS POLICY**

**Purpose:** Northwestern Oklahoma State University (NWOSU) became a tobacco-free campus beginning July 1, 2012, following an Executive Order issued by the Governor of the State of Oklahoma. NWOSU is committed to providing its students, employees, and visitors a safe and healthy environment free from the use of tobacco. The purpose of this policy is to eliminate smoke-filled areas and littering that is associated with use of tobacco.

NWOSU seeks to provide opportunities for its students and future students to lead a productive life.

For purposes of this tobacco free policy, the following words and phrases are described as:

**Tobacco products:** Includes all forms of tobacco use, and is not limited to cigarettes, cigars, pipes, hookahs, chewing tobacco, snuff, electronic cigarettes (E-Cigarettes), and all other kinds and forms of tobacco prepared in such a manner to be suitable for spit tobacco use, smoking, or both. This term also includes herbal tobacco products, simulated tobacco products that imitate or mimic tobacco products, including but not limited to clove tobacco, snuff, bidis, and kreteks.

**Tobacco use:** Includes smoking, chewing, dipping or any other use of tobacco products.

**Campuses:** Includes any and all NWOSU owned or maintained property, including but not limited to buildings, facilities, sidewalks, roadways, parking lots, and grounds in Alva, Enid, and Woodward. Campus includes all NWOSU owned, leased, or rented vehicles whether parked or not. Campuses may include any properties that are leased by NWOSU or leased to third parties under long-term leases.

NWOSU will provide notice of this policy with appropriate signage, including signs at the entrances to the properties and/or other locations as needed.

**Students:** Includes but is not limited to all students enrolled in NWOSU classes and/or classes held on campus, as defined above.

**Faculty and Staff:** Includes, but is not limited to, all employees of NWOSU in any capacity whether in a paid or unpaid (volunteer) status.

**Visitors:** Includes, but is not limited to, guests, spectators, contractors, vendors, volunteers, and anyone else providing any type of product or service to the university.

**Effective July 1, 2012:** It shall be the policy of NWOSU that all tobacco products, as defined herein, be prohibited on the campuses of NWOSU.

1. The use, sale, or distribution of tobacco products is prohibited on NWOSU campuses.
2. No NWOSU publication shall accept any form of advertising of tobacco products.
3. NWOSU shall provide services to students, faculty, and staff who wish to participate with tobacco-use cessation programs through the use of the Oklahoma Tobacco Helpline.

In addition, NWOSU shall make available appropriate educational materials and possible activities concerning the harmful health consequences of tobacco use.

4. NWOSU shall make available, through its website, a method of communication regarding tobacco use, prevention efforts on campus related to policy, prevention, and cessation.
5. New hires are informed of the tobacco-free work environment at the time of the employment.
6. Contractors conducting business on state property would be subject to the tobacco-free policy the same as anyone else on state property.
7. Compliance of this policy is shared responsibility of all students, faculty, and staff. Violations of this policy shall be addressed as follows:

**A. Students**

1. *NWOSU Students Residing in University Housing* shall be directed to the Director of Housing and Students, Shane Hansen at (580) 327-8418 or [schansen@nwosu.edu](mailto:schansen@nwosu.edu).
2. *All Other NWOSU Students* shall be directed to the Director of Housing and Students, Shane Hansen at (580) 327-8418 or [schansen@nwosu.edu](mailto:schansen@nwosu.edu), or appropriate campus Dean in Enid or Woodward.

**B. Faculty and Staff**

1. *Faculty and Staff* shall be directed to the Dean of Student Affairs/Enrollment Management, Calleb Mosburg at (580) 327-8415 or [cnmosburg@nwosu.edu](mailto:cnmosburg@nwosu.edu), or appropriate campus Dean in Enid or Woodward.

**C. Visitors**

Visitors shall be directed to the Dean of Student Affairs/Enrollment Management, Calleb Mosburg at (580) 327-8415 or [cnmosburg@nwosu.edu](mailto:cnmosburg@nwosu.edu), or appropriate campus Dean in Enid or Woodward. The visitor may be asked to leave the university premises for failure to comply.

**D. Procedure**

1. The designated office director or designee will inform student, faculty, staff, or visitor of the tobacco-free campus policy.
2. The designated office director or designee will inform this policy is a cooperative effort encouraged by all students, faculty, and staff.

**E. Penalties**

When discipline is necessary, steps may include but not be limited to verbal warning, written warning, suspension and/or termination. This does not prohibit NWOSU from pursuing other corrective discipline deemed appropriate.

Approved 7/2012

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President, Northwestern Oklahoma State University