



POLICY TITLE: Policy on Tobacco Usage

POLICY PURPOSE: To establish the University's policy on smoking and tobacco usage.

BACKGROUND: Fort Hays State University (FHSU) strives to provide a respectful, safe, and healthy environment for students, faculty, staff, employees, contractors, volunteers, visitors, and guests.

APPLIES TO: Students, Faculty, Staff, Employees, Contractors, Volunteers, Visitors, and Guests

DEFINITIONS: For the purposes of this policy, tobacco-free is defined to include any cigarettes (clove, bidis, kreteks), cigars, cigarillos, pipes, hookahs, and any other current or future product that involves or simulates smoking. This also includes smokeless, spit or spitless, dissolvable, or inhaled tobacco products, including but not limited to: dip, chew, snuff or snus, in any form (orbs, sticks, pellet, etc.). Nicotine products not approved by the Food and Drug Administration (FDA) as a smoking cessation product, such as e-cigarettes and vaping devices, are also prohibited.

POLICY STATEMENT: Fort Hays State University (FHSU) is a tobacco-free campus as of July 1, 2016. This policy includes all university grounds (owned, operated or leased, including vehicles, machinery and equipment), both indoors, and outdoors. FHSU will not sell, market or promote tobacco products other than FDA approved nicotine delivery products. This policy applies to all FHSU students, faculty, staff, employees, contractors, volunteers, visitors, and guests.

The provisions of K.S.A. 21-6109 through K.S.A. 21-6116 and amendments thereto are fully incorporated herein and will be enforced pursuant to the provisions of those statutes.

EXCLUSIONS OR SPECIAL CIRCUMSTANCES: This policy does not apply to the practice of cultural activities by American Indians that are in accordance with the American Indian Religious Freedom Act, 42 USC, sections 1996 and 1996a. All ceremonial use exceptions must be approved in advance on a case-by-case basis by the Vice President for Administration and Finance.

KEYWORDS: Tobacco, Smokeless Tobacco, Tobacco Products, Smoking, Cigarettes, Cigars, Pipes, Hookahs, Chew

RESPONSIBLE OFFICE: Vice President for Administration and Finance, SH 318, mbarnett@fhsu.edu

**RESPONSIBLE
UNIVERSITY
OFFICIAL:**

Mike Barnett, Vice President for Administration and Finance

ORIGINATION DATE: 3/1/15

REVIEW CYCLE: 3 years and as needed

FOR POLICY OFFICE USE ONLY

POLICY ADDRESS:

LAST
APPROVED ON:

REVIEW/CHANGE
HISTORY:

NEXT REVIEW
DATE:

* *Indicates a required field.*

The timeline for implementation of this policy reflects the need to purposefully and comprehensively educate the University Community about the policy, review and amend current contracts and agreements, and publicize the policy to the general public.

Are there policy violation reporting procedures?

The process of creating compliance with this policy will evolve from informing and seeking compliance to identifying serial violators. The Tobacco policy web site(<http://www.fhsu.edu/tobacco-policy/>) will provide a portal for individuals to report time and location of violations of the Tobacco-Free Campus Policy. Initial policy enforcement will be a standardized e-mail message containing a policy reminder and information about available tobacco cessation services. This e-mail message will be sent to individuals who are reported via the website portal for violation of the campus tobacco policy. As awareness the policy increases those choosing to be non-compliant will be addressed in an appropriate way, consistent with other policy non-compliance.

How will the policy be communicated to FHSU Students and Employees?

Current and prospective students and employees will be notified through communication services available on university web sites, including the Tobacco Policy web site and via e-mail. Notification of this policy also will be made during admission and enrollment processes for students and/or during New Employee Orientation for faculty and staff. Contracts with outside vendors will be amended to include notification of the policy.

How will be people attending events on the FHSU campus be notified?

Public event organizers on campus are responsible for communicating the policy to attendees. Organizers and attendees at university public events (such as conferences, meetings, public lectures, social events, cultural events and sporting events) are required to follow the Tobacco-Free Campus policy. The Tobacco Policy Task Force does have funds available through a Kansas Health Foundation grant earmarked for this purpose.

Does this policy include the inside of personal vehicles?

No, it does not.

