

Policies and Procedures

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| <i>SECTION:</i> Administration | <i>NO.</i> 2.1.28. | | |
| <i>CHAPTER:</i> General | <i>ISSUED:</i> 5/21/14 | <i>REV. A</i> | <i>REV. B</i> |
| <i>POLICY:</i> Tobacco-Free Policy | <i>PAGE 1 OF 2</i> | | |

PURPOSE

Creighton University is dedicated to providing a healthy, comfortable, and productive living and work environment for our faculty, staff and students and a healthy, comfortable, and safe environment for our visitors.

POLICY

Due to the acknowledged health hazards arising from tobacco products, including exposure to secondhand smoke, it shall be the policy of Creighton University to provide a tobacco-free environment for all faculty, staff, students and visitors beginning July 1, 2008. This policy covers tobacco of any kind, as defined below, and applies to all faculty, staff, students and visitors of Creighton University.

1. **There will be no tobacco use in or on any Creighton facility or property, owned or leased, at any time.** The only exception will be all Creighton University approved research studies involving tobacco-use.
2. **There will be no tobacco use in any Creighton University vehicle at any time.**
3. **The sale of tobacco products on campus is prohibited.**
4. **Campus organizations are prohibited from accepting money or gifts from tobacco companies.**
Nothing in this policy will prohibit the University from accepting Nebraska Tobacco Settlement Trust Fund money, or money from any other governmental entity which was generated from tobacco litigation or tobacco taxes, and which is intended to be used to fund tobacco cessation or other research projects at the University.
5. **Tobacco advertisements are prohibited in University-sponsored publications.**

DEFINITION

“Tobacco” and “tobacco products” includes tobacco of any kind, including: cigarettes, smokeless or “spit” tobacco, snus, dissolvable tobacco, cigars, little cigars, cigarillos, pipe tobacco, gutka, bidis, kreteks, electronic nicotine delivery devices such as e-cigarettes and e-hookah, or any other item categorized as a tobacco product by the Food and Drug Administration’s Center for Tobacco Products.

PROCEDURE

1. Ongoing communication will be used to inform faculty, staff, and students of this policy through formal and informal communication systems such as e-mail, the Web, posters, meetings, mailings and more. Signage will be posted where feasible throughout the Creighton University facilities, grounds, and vehicles. This policy will be covered in orientation and training for all faculty, staff, and students.
2. Visitors will be informed of this policy through signage posted at or near entrances to all Creighton University facilities.
3. Creighton University is committed to providing support to all faculty, staff, and students who wish to stop using tobacco products. Creighton University will ensure that Creighton faculty, staff and students have access to several types of assistance, including over-the-counter tobacco cessation medications, prescribed

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cessation medication and group and individual counseling services. Supervisors are encouraged to refer their employed personnel to the University-subsidized cessation services for which they are eligible. Students will be referred to Creighton University *Commit to Quit* smoking cessation program, which will be subsidized by enforcement fines and available to them at no charge.

4. All contractors will be informed of the tobacco-free policy through a clause in their contracts.
5. Faculty, staff and students are encouraged to champion this initiative and to directly and politely educate those unaware of the policy, or remind those who disregard it. Each faculty, staff, and student found in violation of the policy will be referred to Creighton University's *Commit to Quit* program developed and offered through Creighton University's School of Medicine. When an individual who is using tobacco is observed by a Public Safety Officer, the officer may inform the tobacco user of the policy, issue a policy violation ticket resulting in a fine, and instruct him/her to cease using tobacco. In the case of a visitor who ignores the public safety officer's request, the officer may escort the visitor off campus. Extensive training on handling these situations is planned for key staff.
6. This policy becomes effective July 1, 2008. The success of this policy will depend on the thoughtfulness, consideration, and cooperation of both tobacco users and non-tobacco users. All Creighton faculty, staff and students share in the responsibility for adhering to and enforcing this policy. All faculty, staff, students, and visitors have a right and an obligation to request a tobacco user to cease using their tobacco product and explain Creighton University's tobacco-free campus policy.

AMENDMENTS OR TERMINATION OF THIS POLICY

Creighton University reserves the right to modify, amend, or terminate this policy at any time.