



OPSU POLICIES AND PROCEDURES

TITLE: Tobacco Free Campus Policy

APPROVED BY: Wayne Manning, VPAAO

DATE: 7-20-12

TOBACCO FREE CAMPUS POLICY

Purpose: Oklahoma Panhandle State University (OPSU) became a tobacco-free campus following the passage of Executive Order 2012-01 by the Governor of the State of Oklahoma. The purpose of this policy is to eliminate all tobacco use on campus whether located indoors or outdoors, on property owned, leased or contracted for use by OPSU, and to promote healthy and productive lifestyles for OPSU students, faculty and staff and visitors. This policy was revised following passage of Executive Order 2013-43.

For the purpose of this tobacco free policy, the following words and phrases shall mean:

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

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

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

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

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

Visitors: Includes, but is not limited to, guests, alumni, 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 OPSU that all tobacco products, as defined above, be prohibited on the campuses of OPSU.

1. The use, sale or distribution of tobacco products is prohibited on OPSU campuses.
2. No OPSU publication shall accept any form of advertising of tobacco products.
3. OPSU shall provide services to students, faculty and staff who wish to participate with tobacco-use cessation programs through the Oklahoma Tobacco Helpline. OPSU also shall make available appropriate educational materials concerning the harmful health consequences of tobacco use.
4. OPSU 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 employment.
6. Compliance of this policy is the shared responsibility of all students, faculty and staff. Violations of the policy shall be addressed as follows:

A. Students

1. OPSU students residing in university housing reported for violating this policy shall be directed to the Residence Halls Coordinator. If the violation requires additional action, the complaint may be escalated to the Dean of Student Affairs.
2. All other OPSU students reported for violating this policy shall be directed to the Dean of Student Affairs.

B. Faculty and Staff

1. Faculty and staff shall be directed to the Dean of Student Affairs. If the violation requires additional action, the complaint may be escalated to the appropriate vice president.

C. Visitors

1. Visitors reported for violating this policy shall be directed to the Dean of Student Affairs. The visitor may be asked to leave the university premises for failure to comply.

D. Procedure

1. The designated university officer or designee will inform student, faculty, staff or visitor of the tobacco-free campus policy.

2. The designated university officer 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, fines and/or suspension. This does not prohibit OPSU from pursuing other corrective discipline deemed appropriate.

Revised: January 2, 2014