

**Saint Joseph's College**  
**Policy Manual**

**Human Resources**

**Section Name:** The Work Environment

**Section Number:** 4.05

**Effective Date:** August 19, 2013

**SUBJECT: Tobacco-Free Campus**

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**Purpose:**

Whereas, Saint Joseph's College of Maine (SJC) joins with the American College Health Association (ACHA) in supporting the findings of the Surgeon General that tobacco use in any form, active and passive, is a significant health hazard. SJC further recognizes that second-hand smoke has been classified as a Group A carcinogen by the United States Environmental Protection Agency. SJC acknowledges the Centers for Disease Control and Prevention (CDC) statistics that 70% of all smokers report that they want to quit smoking completely. The implementation of a new tobacco policy will have an immediate effect on individuals who smoke and therefore SJC has included prevention, education and cessation initiatives in the planning for this policy change.

**Mandatory Participants:**

Faculty, staff, students, alumni, contractors, vendors, visitors

**Policy:**

Saint Joseph's College of Maine is committed to providing a healthy working and learning environment for the entire campus community. To that end, a tobacco-free campus shall be established. The purpose of this policy is to reduce harm from tobacco use and secondhand smoke, provide an environment that encourages persons to be tobacco-free, reduce health insurance and health care costs, and promote a campus culture of wellness.

This policy applies to faculty, staff, students, alumni, contractors, vendors and visitors. The use of tobacco and all smoking products is not permitted on any college-owned property, which includes but is not limited to, buildings, college grounds, rights of way, parking areas, walkways, recreational and sporting facilities and college-owned vehicles.

Tobacco use by definition includes the possession of any lighted tobacco products: cigarettes, pipes, cigars, or the use of any type of smokeless tobacco including smokeless cigarettes or chewing tobacco.

**Procedure:**

## IMPLEMENTATION

1. This policy shall be effective on August 19, 2013. Compliance with this policy is expected.
2. Appropriate signage will be posted in campus facilities, on the Saint Joseph's College of Maine website and elsewhere to inform members of the campus community and visitors of the Tobacco-Free Campus Policy.
3. The policy will be communicated in appropriate college publications and contracts. College publications include but are not limited to electronic communications, handbooks, brochures and other college-generated materials.

## EDUCATION

1. The SJC community and its visitors shall be made aware of the new tobacco policy through every appropriate means. Organizers of public events using SJC facilities are responsible for communicating and abiding by this policy.
2. SJC encourages faculty/staff and students not to smoke by offering educational information and providing information about smoking cessation classes offered through college departments or offices, health care providers, nonprofit organizations or other groups.
3. The SJC Wellness Program will provide prevention and cessation programs to staff/faculty, spouses, dependents and students upon request.

## SALES AND MARKETING

1. The sale and free distribution of tobacco products on any SJC campus is prohibited.
2. Campus organizations are prohibited from accepting money or gifts from companies who are primarily engaged in the sale and promotion of tobacco products.
3. Tobacco advertisements are prohibited in all College-run publications.
4. All contracts with off campus vendors shall provide that the College's name or logo will not be used in connection with tobacco promotions.

## ENFORCEMENT RESPONSIBILITIES

1. The President, Vice Presidents, Deans, Directors, Supervisors and Department Heads shall ensure that this policy is communicated to everyone within their areas of responsibility.
2. The Dean of Campus Life will be responsible for student violations. Deans and Supervisors will be responsible for faculty/staff violations.
3. The policy relies on the courtesy and cooperation of the entire campus community. All members of the SJC community, including vendors and visitors, are asked to observe this policy.

## RESOURCES

Students can contact:

Counseling Center: <http://www.sjcme.edu/student-life/counseling>

St. Joseph's Hall- 1<sup>st</sup> floor

207-893-6630 or 207-893-6628

Students, Faculty and Staff can contact:

Health Center: <http://www.sjcme.edu/student-life/health>

Carmel Hall- 1<sup>st</sup> floor

207-893-6634

Wellness Program: <http://www.sjcme.edu/wellness>

Alfond Center, 207-893-6627

Partnership For a Tobacco-Free Maine:

<http://www.tobaccofreemaine.org/>

Maine Tobacco Hotline

[http://www.tobaccofreemaine.org/quit\\_tobacco/Maine\\_Tobacco\\_HelpLine.php](http://www.tobaccofreemaine.org/quit_tobacco/Maine_Tobacco_HelpLine.php)

800-207-1230

Maine Tobacco-Free College Network

<http://www.mainetobaccofreecollegenetwork.org/>

Portland, ME, 207-874-8774, [info@mainetobaccofreecollegenetwork.org](mailto:info@mainetobaccofreecollegenetwork.org)

Saint Joseph's College of Maine appreciates your compliance with this policy for the benefit of everyone.