

SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

Policy Manual

SUBJECT: Smoke and Tobacco-Free Campus

NUMBER: **Policy IV-08** (Formerly Policy IV-A-21)

POLICY

In order to protect and promote the health and comfort of college students, employees and visitors, smoking and tobacco use of any kind is prohibited on the entire interior of the campus including campus buildings, residence halls, grounds and parking lots. Smoking and tobacco use is allowed in personal vehicles in designated parking lots on the perimeter of campus. No sale or give away of smoking or tobacco products is allowed on campus.

RATIONALE & PROCEDURES

A. Philosophy

SDSMT is committed to providing a clean, safe and healthy environment for all students and employees.

B. Definition

For purposes of this policy smoke means any substance, item, or device, in any form, that emits smoke from tobacco or any similar substance. The university will treat the use, of all forms of non-medical tobacco smoke emitting products or delivery devices, as a violation of this policy, provided the product or device is not part of an individual's cessation program.

For purposes of this policy tobacco means any substance, item, or device, in any form, containing tobacco. The university will treat the use, of all forms of non-medical nicotine-containing products or nicotine delivery devices, which may or may not include actual tobacco, as a violation of this policy, provided the product or device is not part of an individual's cessation program.

C. Dissemination

To promote compliance, students, faculty, staff and the public shall be notified of the university's smoke and tobacco-free policy. Notification procedures shall include, but are not limited to:

1. Summaries of this policy and relevant regulations shall be placed in the student, faculty and staff handbooks.
2. New employee and student orientation programs.
3. In admissions applications materials and other campus documents when appropriate.

4. Signage shall be placed in appropriate locations throughout the university campus.
5. Event programs and similar documents that are often viewed by visitors shall contain a notification of the policy.
6. When appropriate, announcements about the university's policy will be made prior to or during events on university property.

D. Cessation Programs and Services

South Dakota provides services to assist with discontinuing tobacco use by contacting the SD Quits Hotline at 1-866-SD-QUITS; information is also available on the web: www.sdquitline.com.

E. Policy Enforcement

1. Enforcement of this policy will depend upon the thoughtfulness, consideration and cooperation of all faculty, staff, and students not only to comply with this policy, but also to encourage others to comply with this policy, in order to promote a clean, safe, and healthy environment in which to work, study, and live.
2. In the case of a violation, the person will be informed of the University Tobacco Free Policy. Should that person continue to violate the policy, the aggrieved party should contact the appropriate office: for university employees, Human Resources; for students, the Student Conduct Office; and for those not associated with the university, Campus Safety.
3. Sanctions will include but are not limited to verbal and/or written warnings, fines and community service.

F. Ceremonial Use Exception

The smoke and tobacco-free policy may not apply to specific activities used in connection with the practice of cultural or religious activities, all ceremonial use exceptions must be approved in advance by the institutional president, or designee.