

## EOSC Tobacco Free

Eastern Oklahoma State College is a tobacco-free environment. Smoking and the use of all tobacco products (including, but not limited to, cigarettes, pipes, smokeless tobacco, and other tobacco products) are prohibited throughout all indoor and outdoor areas owned or under control of Eastern, including all land, buildings, parking lots, athletic facilities and college-owned vehicles. This also includes students, guests or employees using tobacco products in their personal vehicle while parked on Eastern property.



## Tobacco Free Policy

Eastern Oklahoma State College (a.k.a. as the College) is to eliminate all tobacco use whether located indoors or outdoors on property owned, leased or contracted for use by the College and/or in state vehicles used for College business. The policy is to include both the Wilburton and McAlester campuses. This policy will go into effect February 14, 2014.

1. The use of tobacco products (including, but not limited to, cigarettes, pipes, smokeless tobacco, e-cigarettes/vapor cigarettes, and other tobacco products) is prohibited throughout all indoor and outdoor areas of property owned or under the control of the College, including parking lots owned or under the control of said agency, and in vehicles used by the College or its employees whenever conducting business anywhere. This would include students, guests, or employees using tobacco products in their personal vehicle while parked on College owned property.
2. This procedure applies to all employees, students, clients, visitors and others on business at all College property.
3. The College will identify the boundaries of its property, post this information for public reference, and provide notice of this policy with appropriate signage, including signs at the entrances to the properties and/or other locations as needed. The College will also utilize printed materials and other communications as needed to educate employees and all other persons using or visiting the property regarding this policy.
4. All organizations, agencies, non-institutional grant programs that lease/use an office or building space from the College will eliminate the use of tobacco in all indoor or outdoor locations under their control.
5. Tobacco product receptacles will be removed from the property, including any ash cans near entryways.
6. This policy includes all guests that visit the College for meetings, conferences, athletic events, commencement, camps and any other gathering or event that may be held at either the Wilburton or McAlester campuses.
7. College employees will not use tobacco products while providing services to students regardless of location.
8. The College is committed to providing support to all College employees and other personnel who wish to stop using tobacco products. The College is committed to ensuring that employees and, to the extent possible, other personnel have access to several types of assistance, including cessation and telephone counseling through the Oklahoma Tobacco Helpline or other similar agencies. Supervisors are encouraged to refer employees and other College personnel to the Helpline and other similar agencies as appropriate.
9. Noncompliance by an employee will be cause for administration/supervisor intervention and may result in corrective or disciplinary action in accordance with institutional policy. Failure to comply with the Tobacco-Free Policy could be classified as insubordination and may result in disciplinary action and/or termination of employment.
10. Noncompliance by visitors and others will be addressed as stated in this policy as follows:
  - a. Students shall be directed to and addressed by the Dean of Students. Violations occurring within College housing shall be directed to Residence Life Coordinator. College housing may refer complaints to the Dean of Students.
  - b. Visitors shall be directed to and addressed by the College Police department.

## Frequently Asked Questions

### What does Eastern's tobacco-free policy prohibit?

The use of tobacco products including, but not limited to, cigarettes, pipes, smokeless tobacco, and other tobacco products throughout all indoor and outdoor areas of property owned or under the control of the college.

### Why is Eastern going tobacco-free?

Eastern became a tobacco-free campus on August 1, 2012, in accordance with an executive order by the Governor

of Oklahoma. The executive order prohibits the use of tobacco products “on any and all properties owned, leased, or contracted for use by the State of Oklahoma, including but not limited to all buildings, land, and vehicles owned, leased or contracted for use by agencies or instrumentalities of the State of Oklahoma.”

**Does this policy apply to chewing tobacco?**

Yes. The tobacco policy prohibits the use of all forms of tobacco, including chewing tobacco and snuff.

**Who is affected by this policy?**

Eastern’s tobacco-free policy applies to every person on the Wilburton or McAlester campus, including students, faculty, staff, alumni, visitors, contractors, vendors and volunteers.

**What areas of campus does the tobacco-free policy cover?**

The policy covers all indoor and outdoor areas of property owned or under the control of the college, including buildings, parking lots, sidewalks and roadways. This includes students, employees and guests using tobacco products in their personal vehicle while parked on college-owned property. The policy also covers vehicles used by the college or its employees whenever conducting business anywhere.

**Is smoking or the use of tobacco permitted in personal vehicles while on campus?**

No, tobacco use is prohibited in parking lots, both inside and outside of vehicles either parked or moving.

**Does the policy apply to student housing?**

Yes, the policy applies to all areas of campus, including residence halls and apartments.

**Is bringing tobacco products on campus also prohibited?**

Eastern’s policy does not prohibit the possession of tobacco products on campus, only the use.

**Are other colleges and universities tobacco-free?**

Yes, the Governor’s tobacco-free executive order covers all state agencies, which includes every college and university in the state of Oklahoma.

**What do I do if I see someone using tobacco on campus?**

Eastern employees will have the responsibility to promote the tobacco-free policy and respectfully remind a tobacco user that the college is a tobacco-free environment and the use of tobacco is prohibited. If employees are uncomfortable approaching someone who is in violation of the policy, they should contact Campus Police. The college does not wish to put employees in confrontational situations.

**How will the tobacco-free policy be enforced?**

Enforcement of this policy will be an ongoing effort of education, awareness and communication. However, noncompliance with this policy will be handled in the same manner as any other policy violation. Should an individual choose not to comply with the policy, the following processes will take place:

- First violation –A respectful, verbal reminder of the policy.
- Second violation – Subject to a \$10 fine.
- Third and continued violations – Subject to a \$50 fine per violation.

Supervisors and Department Heads/Dean will be responsible for communicating and enforcing the tobacco-free policy to their staff and faculty. Repeat violators of the policy will be subject to formal disciplinary action.

Students who repeatedly violate the policy may be subject to disciplinary action according to the Student Code of Conduct.

Campus Police may ask visitors to leave college property for continued failure to comply with the policy.

**How are visitors notified about the tobacco-free policy?**

Signage has been placed at each entrance to both the Wilburton and McAlester campuses, as well as outside the athletic facilities, livestock barn and other public venues. Signage is also located on the entrance doors to each building. Announcements will be made at all public events at the college, such as athletic events, Homecoming activities, graduation, etc. Guests using Eastern’s facilities for private events will also be reminded of the policy.

**As an employee, do I have to quit using tobacco?**

No. No one is being forced to quit using tobacco, but it is not permitted on college property.

## Cessation Resources

Students, faculty and staff are encouraged to take advantage of the free cessation resources available through the Oklahoma Tobacco Helpline at 1-800-QUIT-NOW (1-800-784-8669) or [okhelpline.com](http://okhelpline.com). The Helpline provides one-on-one counseling and a free two-week starter kit of nicotine replacement patches, gum or lozenges.

