

DAKOTA COUNTY TECHNICAL COLLEGE

Chapter 4 – Human Resources

4.30 – Tobacco-Free Environment

Part 1. Purpose

Dakota County Technical College (DCTC) has a goal to adopt a wellness culture across our campus community and the college as a whole. We are committed to providing a clean and safe learning and working environment, and to protecting the health of the college community and the public by providing a tobacco-free campus.

Part 2. Definitions

The following definitions apply to this Policy.

Subpart A. Smoking. The burning or carrying of a lighted cigarette, cigar or pipe, or the use of any other lighted smoking materials or equipment, whether filled with tobacco or any other type of material.

Subpart B. Smokeless Tobacco Products. The use of any smokeless tobacco products such as chewing tobacco, snuff, smokeless pouches or other forms of loose leaf tobacco.

Part 3. Policy Statement

1. Effective January 1, 2010, smoking/smokeless tobacco usage is prohibited in and on all college owned, operated or leased properties and grounds, and all college owned, operated or leased vehicles and equipment, by employees, students or visitors.
2. The sale of tobacco products on any college owned property, as well as the free distribution of tobacco/smoking products, is prohibited.
3. Tobacco advertisements are prohibited on any college owned athletic fields.

Part 4. Responsibilities

1. It is the responsibility of all members of the campus community, including visitors, to observe this policy.
2. All administrators and supervisors are responsible to communicate this policy to everyone under their supervision.
3. Faculty members are encouraged to inform their students of this policy.
4. It is the responsibility of the Health Services Office, in conjunction with the Student Life Office and the Wellness Committee, to provide information regarding tobacco use and cessation to employees and students.

Part 5. Cessation Programs and Services

1. To support DCTC student and employees who wish to reduce and/or quit using tobacco products, a variety of tobacco cessation resources will be available in the Health Service's Office.
2. DCTC makes a strong commitment to work with employees to arrange a flexible work schedule that will allow for participation in structured smoking/smokeless tobacco usage cessation programs for those who wish to reduce and/or quit using tobacco products.

Part 6. Policy Enforcement

1. Enforcement of this policy will depend on all DCTC students and employees sharing the responsibility of informing others of this policy.
2. In the event of a violation, the violator will be informed of the DCTC Tobacco-Free Environment Policy.
3. Should an individual continue to violate the policy, a report should be made to the appropriate office:
 - a. College employee: the person's immediate supervisor or a campus administrator;
 - b. Student: the Dean of Students;
 - c. Visitors and those not associated with the college: a campus administrator or campus security.
4. Employees who violate the policy shall be subject to discipline in accordance with the appropriate bargaining agreement or plan.

DAKOTA COUNTY TECHNICAL COLLEGE

Chapter 4 – Human Resources

4.30 – Tobacco-Free Environment

5. Students who violate the policy will be reviewed through the conduct procedures as laid out in the Student Handbook.
6. Visitors who violate the policy will be asked to leave the campus.

Part 7. Policy Exceptions

1. An exception for instructional purposes allows for the use of tobacco products in laboratory and classroom instruction/experiments specifically in peer reviewed scientific studies related to the health effects of smoking. This exception must be pre-approved, in writing, by the Minnesota Commissioner of Health and the President of the College.
2. An exception for artistic purposes allows for the use of tobacco products by actors and actresses as part of a theatrical performance. This exception must be pre-approved, in writing, in advance of any rehearsals or performances by the President of the College or his/her designee. Such use must be preceded by reasonable advance notice to the public.
3. An exception in accordance with the American Indian Religious Freedom Act, 42 U.S.C. sections 1996 and 1996a, allows for the use of tobacco products for specific activities used in connection with the practice of cultural activities by American Indians. All ceremonial use exceptions must be pre-approved, in writing, by the President of the College or his/her designee.

Date of Adoption: August 14, 2009

Date of Implementation: January 1, 2010

Revisions: Replaces Policy 4.30 Smoking and Tobacco Use