

APPENDIX E, UNE PERSONNEL HANDBOOK

University of New England

Tobacco Policy

Policy

The University of New England is an institution committed to the health and well being of our staff, faculty, students, guests and community. Research has shown that smoking and breathing second hand smoke presents health risks and is even debilitating to some individuals. In keeping with this value, the University strives to create a policy that protects the well-being of the campus community, yet considers the needs of individuals who smoke.

Procedures

Smoking, the burning of any type of pipe, cigar, cigarette, or similar product is prohibited in all facilities, partially enclosed areas such as breezeways and covered walkways, and vehicles owned, leased, or rented by the University. Smoking is also prohibited within 50 feet, approximately 20 paces, of any structure owned and/or operated by the University of New England, including residence halls.

Organizers and attendees at public events using UNE facilities, such as conferences, meetings, public lectures, athletic events, social and cultural events will be required to abide by the University Tobacco Policy. Organizers of such events are responsible for communicating and enforcing this policy. Distribution and advertisements of tobacco products are prohibited.

In an effort to support those who wish to quit smoking, the University will support a variety of tobacco cessation information programs and other efforts as deemed appropriate and supported by budgets. Such initiatives shall include informational efforts to promote and support a smoke-free lifestyle, University sponsored smoking cessation programs (to the extent that interest warrants and resources permit), access to available services through our health insurance program and the Maine smoke-free quitline, and other events that may be sponsored by the various departments of the University.

Receptacles will be placed at various locations throughout the campus for disposal of smoking items. . Signs will be placed on buildings to inform guests, faculty, staff and students of our non-smoking perimeter.

Compliance

Compliance with this policy is a community effort. In our small community it is important to remember that we are friends, co-workers, acquaintances, hosts and guests and be mindful of the need to treat each other with respect. Staff, faculty and students may approach an individual who is not currently adhering to the policy to inform them of the specifics of the policy as well as provide assistance and information if appropriate. Many individuals may wish to quit smoking and it can be a difficult, although not impossible, task for a current smoker to become a non-smoker. Respect and support are particularly useful in assisting individuals through this process.

Frequent disregard of this policy may result in progressive discipline under the appropriate Student and Personnel handbooks.

Effective Date

This policy will become effective at midnight of August 15, 2003. Please contact Human Resources, Student Affairs or the Health Center for questions regarding this policy