



THE UNIVERSITY of
NEW ORLEANS

ADMINISTERED BY: Office of the President

Policy No: AP-OP-04.3
TITLE: Tobacco Free Campus
EFFECTIVE DATE: August 1, 2014*
(*Policy Revised, see below)
CANCELLATION:
REVIEW DATE: Spring 2018

PURPOSE

To provide guidelines for tobacco-free policies on the University of New Orleans campuses and workplaces in accordance with the Louisiana Smoke-Free Air Act.

AUTHORITY

Authority for this document is derived from the Louisiana Smoke-Free Air Act found at LA R.S. 40:1300.263 et seq. and University of Louisiana System Bylaws and Rules Part Two, Chapter III, Section IV.

DEFINITIONS

Electronic Cigarette means any battery-powered electronic device, personal vaporizer, or electronic nicotine delivery system which simulates tobacco smoking. These devices are characterized by use of a heating element that vaporizes a liquid solution containing a mixture of nicotine and/or flavorings while others release a flavored vapor without nicotine. Many are designed to simulate smoking implements, such as cigarettes or cigars, in their use and/or appearance, while others are considerably different in appearance.

Enclosed Area means all space between a floor and ceiling that is enclosed on all sides by solid walls or windows, exclusive of doorways, which extend from the floor to the ceiling.

Public Place means an enclosed area to which the public is invited or in which the public is permitted which is not a University Facility.

Smoking means inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lighted combustible plant material.

Tobacco-Free means for the purposes of this policy and its implementation, the prohibited use of tobacco products on University Facilities to include UNO buildings and property grounds. Tobacco-Free stated/posted on any University policy and/or signage will mean tobacco-use free.

University Facility means any building, structure, or portion thereof owned, occupied, or operated by the University of New Orleans. This includes University owned and/or operated vehicles.

University Grounds means all outdoor areas of University-owned and operated properties including but not limited to all university sidewalks, parking lots, landscaped areas, fields, walkways, and recreational areas.

GENERAL POLICY

The University of New Orleans (UNO) is committed to providing a healthy, comfortable and productive environment for the students, faculty, staff and visitors of this campus. The University also recognizes its responsibility to foster healthy workplace and learning environments for employees and students alike. To that end, the University will be a tobacco-use free environment. This policy supersedes AP 5.2, Smoking Restrictions on UNO Campus.

- A. Accordingly, it shall be the policy of UNO that no person shall:
 - (1) Smoke or engage in the use of oral tobacco products in any University Facility.
 - (2) Smoke or engage in the use of oral tobacco products on University facilities or grounds.
 - (3) Smoke or engage in the use of oral tobacco products in a private vehicle on University grounds.
- B. The use of any tobacco product, electronic cigarettes, electronic nicotine delivery systems, or any inhaler meant to simulate and substitute for tobacco smoking in any form is prohibited on all UNO facilities and property effective August 1, 2016. This policy applies to all faculty, staff, students, clients, contractors and visitors.
- C. Organizer and attendees at on-campus events such as, but not limited to, conferences, meetings, lectures, social events, cultural events and sporting events using UNO facilities will be required to abide by the Tobacco-Use Free Campus Policy. University offices responsible for reserving facilities shall be responsible for informing event organizers of the policy.
- D. Littering the remains of tobacco product or any other disposable tobacco product on campus is prohibited.

PROCEDURE

I. COMPLIANCE

It is the responsibility of all members of the University of New Orleans community to comply with the Tobacco-Use Free Campus Policy as with all other university policies. Members of our campus community are empowered and expected to professionally and respectfully inform others about the policy in an ongoing effort to enhance awareness and encourage compliance. A violation of this

policy is defined as any tobacco use on University property and will be handled in a manner that is consistent with university procedures.

II. ENFORCEMENT

- A. As per the Faculty Handbook, Staff Handbook and Student Code of Conduct, those in violation of University policies are subject to appropriate disciplinary action.
- B. Any complaints regarding violations of this policy may be addressed to the Office of Human Resource Management for employees, the Office of Student Affairs and Enrollment Management for students, or the UNO Police in general. Moreover, violations of the smoking prohibitions of this policy may be cited as necessary by an appropriate law enforcement officer by the issuance of a citation and summons to appear before a court of proper jurisdiction in accordance with [LA R.S. 40:1291.11, Section A\(2\)](#).
- C. It is the responsibility of supervisors to facilitate and enforce compliance among all employees under their supervision or contract managers to ensure temporary and permanent contract employees comply with this policy. All members of the UNO community are expected to identify and address those in violation of the Tobacco-Use Free Campus Policy.
- D. Sanctions for student violations will be addressed by the Office of Student Accountability and Advocacy; staff, by their supervisor; and faculty, by the dean of their school. Consequences of violating the policy could include but are not limited to verbal warning or written documentation/warning for both employees and students. Repeat offenders penalty could be a \$50 fine or 10 hours of Community Service (litter pickup). Egregious or repeat offenders may also be subject to additional sanctions as determined by the Office of Student Accountability and Advocacy or other relevant university department/office as appropriate.

III. PROHIBITED ACTIVITY

The following activities are prohibited on University grounds or facilities:

- (1) The sale of tobacco products or tobacco related merchandise (including items that display tobacco company logos).
- (2) All promotion, advertising, marketing or distribution of products which encourage smoking or the recreational use of tobacco.

IV. TOBACCO USE CESSATION PROGRAMS

The University is committed to support all students and employees who wish to stop using tobacco products. Assistance to students, faculty, and staff is available through Student Health Services, or through the health benefits plan through the HRM Benefits Office. Ongoing efforts will be made to increase access and reduce costs for these services.

The University will provide information on smoking cessation programs including the Louisiana Quit line number 1-800-QUIT-NOW (1-800-784-8669). Employees may obtain information through the Office of Human Resource Management and students may seek assistance through the Office of Student Services.

A handwritten signature in blue ink, appearing to read 'JWN', is positioned above the printed name.

John W. Nicklow, Ph.D.
President
University of New Orleans

*Policy Updates:
Revisions: 5/23/2016