



Tobacco and Smoke Free Campus Procedure

North Dakota Century Code

Williston State College complies with all North Dakota Century Code provisions pertaining to tobacco and smoke free places. Specifically:

- [23-12-09](#) Smoking in public places and places of employment - Definitions
- [23-12-10](#) Smoking restrictions - Exceptions - Retaliation - Application

North Dakota State Board of Higher Education Policy

Williston State College complies with all North Dakota State Board policies pertaining to tobacco and smoke free places. Specifically:

EFFECTIVE: February 22, 2018

Section: [917 Smoke-Free Facilities](#)

1. Except as provided by subsection 2, smoking is prohibited in all North Dakota University System buildings and enclosed structures and facilities.
2. Institutions may establish smoking and nonsmoking apartments and residences, including private rooms in residence halls or dormitories, provided that smoking is prohibited in all common areas and areas to which the public has access. Institutions may permit smoking areas in outdoor arenas, provided that smoking is prohibited in all restrooms and other enclosed areas.

Williston State College Tobacco and Smoke Free Campus Procedure

Purpose

Williston State College (WSC) is committed to creating a safe, clean, and healthy educational environment for all students, employees, and visitors. WSC's tobacco and smoke free campus procedure promotes a healthy working and learning environment that:

- encourages tobacco and smoke free lifestyles,
- establishes a campus culture of wellness,
- reduces health insurance and health care costs, and
- reduces harm from secondhand smoke.

The [2014 US Surgeon General's comprehensive report](#) chronicles the devastating consequences of 50 years of tobacco use in the United States.

Procedure

WSC is a tobacco-free campus. The use of tobacco products is prohibited on college property. Individuals are also expected to refrain from visibly displaying tobacco products on college property. This prohibition includes college buildings, parking structures, green spaces, athletic fields, walkways, arenas, college or state fleet vehicles, any college owned property including off-campus, college-sponsored events or activities. This procedure applies to all faculty, staff, students, contractors, vendors, and visitors. This procedure also applies to and will be reflected in all agreements/contracts for use of WSC grounds, facilities or property by individuals and/or companies, unless otherwise approved by the WSC President.

Tobacco usage includes any product that contains tobacco, is derived from tobacco or contains nicotine or other similar substances, intended for human consumption, or is likely to be consumed, whether smoked, heated, inhaled, chewed, absorbed, dissolved, or ingested by any other means. The term "Tobacco Product" includes E-cigarettes and other electronic smoking devices, pipes and rolling papers, but does not include any product approved by the United States Food and Drug Administration for legal sale as a tobacco cessation product and is being marketed and sold solely for the approved purpose.

In addition to tobacco usage, WSC prohibits advertising, promotion, or sponsorship of tobacco products on college property, at off-campus, college-sponsored events or activities, and in all publications controlled by WSC. Such advertising shall include signs, clothing, jewelry and accessories. WSC will not accept any form of contribution including, but not limited to, financial support, gifts or in-kind support from the tobacco industry for the sponsorship or promotion of any event or activity affiliated in any manner with WSC or located on college property.

The sale or distribution of tobacco products and tobacco related merchandise (including logo containing items and samplings) is prohibited including off-campus, college-sponsored events or activities.

Any exemptions to the procedure must be approved in advance and in writing by the WSC President. This includes ceremonial and spiritual use requests.

Responsibility/Enforcement

Compliance with this policy/procedure is the shared responsibility and the right of all WSC faculty, staff, students, and visitors. The success of this policy/procedure will

depend upon the courtesy, respect, and cooperation of users and non-users of tobacco products.

All administrators, directors, department chairs, and supervisors will communicate the policy/procedure to everyone within their areas of responsibility. A copy of the policy/procedure will be provided to all faculty and staff annually.

Education on WSC's tobacco-free policy/procedure will be included in orientation for all students.

Sufficient signage will be posted to campus community members and its visitors, including contractors and vendors, of the policy/procedure. A copy of the policy/procedure will also be made available online for public review. The policy/procedure will also be communicated to students, staff, and the public through verbal announcements at college-sponsored events and activities.

To report a policy/procedure violation, please contact Campus Security at 701.570.6699. Campus Security is responsible for determining policy/procedure applicability and will answer policy/procedure related questions.

Students

A student in noncompliance should be reported to the Office for Student Affairs. Noncompliance with this policy/procedure may result in disciplinary action as outlined in the WSC Student Code of Conduct.

Employees

Supervisors are responsible for ensuring that employees, students, visitors, and where applicable, contractors are made aware of this policy/procedure and comply with its requirements. Noncompliance with this policy/procedure may result in disciplinary action through normal disciplinary procedures.

Please refer to the North Dakota University System Human Resource Policy 25. Job Discipline/Dismissal regarding disciplinary actions for staff:

<http://www.ndus.edu/makers/procedures/hr/?SID=44&PID=246&re=d>

Please refer to the State Board of Higher Education Policy 605.3 regarding disciplinary actions for faculty:

<http://www.ndus.edu/makers/procedures/sbhe/default.asp?PID=55&SID=7>

Cessation Assistance

In support, WSC provides comprehensive tobacco cessation and prevention services. Confidential access to resources, services and cessation medication is available through the [WSC Counseling Office](#), 701-774-4212.

NDQUITS also offers several FREE resources, including phone (North Dakota Quitline: 1-800-QUIT-NOW), online ([North Dakota QuitNet](#)), and mobile access.

Benefitted faculty, staff, and their dependents can access up to \$700 to help cover the cost of medications, a health care provider visit, and quit support through the NDPERS Tobacco Cessation Program (1-800-223-1704).

History of This Procedure:

Approved by Executive Cabinet October 1, 2018

Approved by Faculty Council October 12, 2018

Approved by Staff Senate May 22, 2018

Approved by Student Senate October 5, 2018

Updated by Student Affairs April 2018