### College of Communication & Information Sciences
#### Tobacco Use Policy

<table>
<thead>
<tr>
<th>Drafted:</th>
<th>March 12, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed to C&amp;IS Faculty:</td>
<td>April 25, 2014</td>
</tr>
<tr>
<td>Revised:</td>
<td>-</td>
</tr>
<tr>
<td>Approved:</td>
<td>April 25, 2014</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approval signatures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean Jennifer Greer</td>
</tr>
<tr>
<td>C&amp;IS Committee on Faculty, Representative</td>
</tr>
</tbody>
</table>

### I. Purpose
C&IS promotes a safe and healthy environment for teaching and learning. Tobacco has been shown to be the single most avoidable cause of premature death and disability from a variety of cancers, chronic lung disease and cardiovascular disease.

### II. Policy
The C&IS designates its buildings, entrances, exits, and **all related grounds** (including parking lots, patios, stairways, etc) as tobacco free.

**A. Definitions used for tobacco free:**
- *Smoking*: includes inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette or pipe.
- *Tobacco Products*: refers to all forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), electronic cigarettes, smokeless tobacco products, and other vapor-producing products.

**B. Those to whom policy applies:**
- Applies to faculty, staff, students, visitors and guests.

**C. Where policy applies:**
- All C&IS buildings and grounds including SLIS facilities in Gorgas Library, employee parking, public parking, green space and walkways on C&IS grounds.
III. Compliance

Compliance is everyone's business. All employees, students and residents are encouraged to politely make violators aware of the C&I&S policy using appropriate communication. The Compliance process usually includes a verbal reminder, a written statement of expectations, and a behavior contract that identifies resources.

As needed, reporting of violations and enforcement of policy will follow channels based on classification of alleged violator:

1. Faculty/Staff – Faculty/Staff who violate policy will be subject to corrective action under the Human Resources Policies and Procedures or other applicable University regulations or policies.

2. Students – Students who violate policy will be subject to corrective action via the Associate Dean for student conduct.

3. Visitors & Guests – All employees encouraged to address guests and visitors with appropriate communication about the C&I&S tobacco policy. Violations may be reported to the Associate Dean for Student Conduct.

III. Resources for Cessation

C&I&S is committed to preparing our faculty, staff, students and guests with the resources to assist smoking/tobacco cessation through UA programs and referral to other available resources, which include:

- Services of the Office of Health Promotion & Wellness Counseling (OHPW)
  - Individual counseling
  - Group classes
  - University Health Center Student Programs
- Employee Assistance Program
- University Rec Center Quit Smart™ program
- Free Alabama Quitline – 1-800-784-8669 or use the online counseling services at www.alabamaquitnow.com.
- BC/BS Quit Line