



Cleveland State
University
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CSU *is*
TOBACCO
FREE

TOBACCO FREE CAMPUS POLICY TRAINING



Congratulations! You are taking the first step to learning more about **Cleveland State University's tobacco free campus policy.** Throughout this training, you will be introduced to policy information, tips on how to approach policy violators, the reporting and corrective action process, and how you can be a part of promoting a successful policy.

WHY ARE WE TOBACCO FREE?



1. Out of respect for others and the environment
2. To foster a respectful & healthy learning, living, and working environment for our CSU community members
3. To address the health risks associated with tobacco use and exposure to secondhand smoke
4. To demonstrate the model of a tobacco free workplace for students who may be seeking future employment with tobacco free organizations

CLEVELAND STATE UNIVERSITY

TOBACCO FREE CAMPUS

A healthy place to live, study and work

Please Respect Our Policy

The use of tobacco products (cigarettes, e-cigarettes, cigars, snuff, snus, water pipes, pipes, etc.) is prohibited on all University campus grounds, within cars on campus grounds, & in University facilities owned, leased, used and occupied by CSU. This policy applies to all CSU community members.

THE FOLLOWING TOBACCO PRODUCTS ARE PROHIBITED:

- Cigarettes
- E-cigarettes/vaporizers
- Cigars
- Snuff
- Chew
- Snus
- Pipes
- Hookahs/Water pipes
- Any other non-combustible tobacco product



WHY ARE E-CIGARETTES INCLUDED IN THE POLICY?

- **Many E-cigarettes contain tobacco and other harmful substances.**
- **E-cigarettes have not been approved or regulated by the FDA as a tobacco cessation resource.**
- **We cannot tell which E-cigarettes contain tobacco upon observation, so we must prohibit use of all of them.**
- **E-cigarettes can look like cigarettes to observers, which perpetuates the idea that tobacco use is allowed on campus.**

CSU'S TOBACCO POLICY: WHERE IS SMOKING PROHIBITED?



- ALL CSU-owned roads and their adjacent sidewalks, which include:
 - E 24th North of Euclid, in front of Fenn Tower
 - E 24th through Euclid Commons
 - E 19th South of Chester, to the campus Police Station
 - E 25th & E 25th St. Place at Plant Services
 - The alley adjacent to Mather Mansion through to Chester
 - The walk in front of the student center
- All campus areas where CSU buildings over-hang or cover streets and walks.

CSU'S TOBACCO POLICY: WHERE IS SMOKING PROHIBITED?

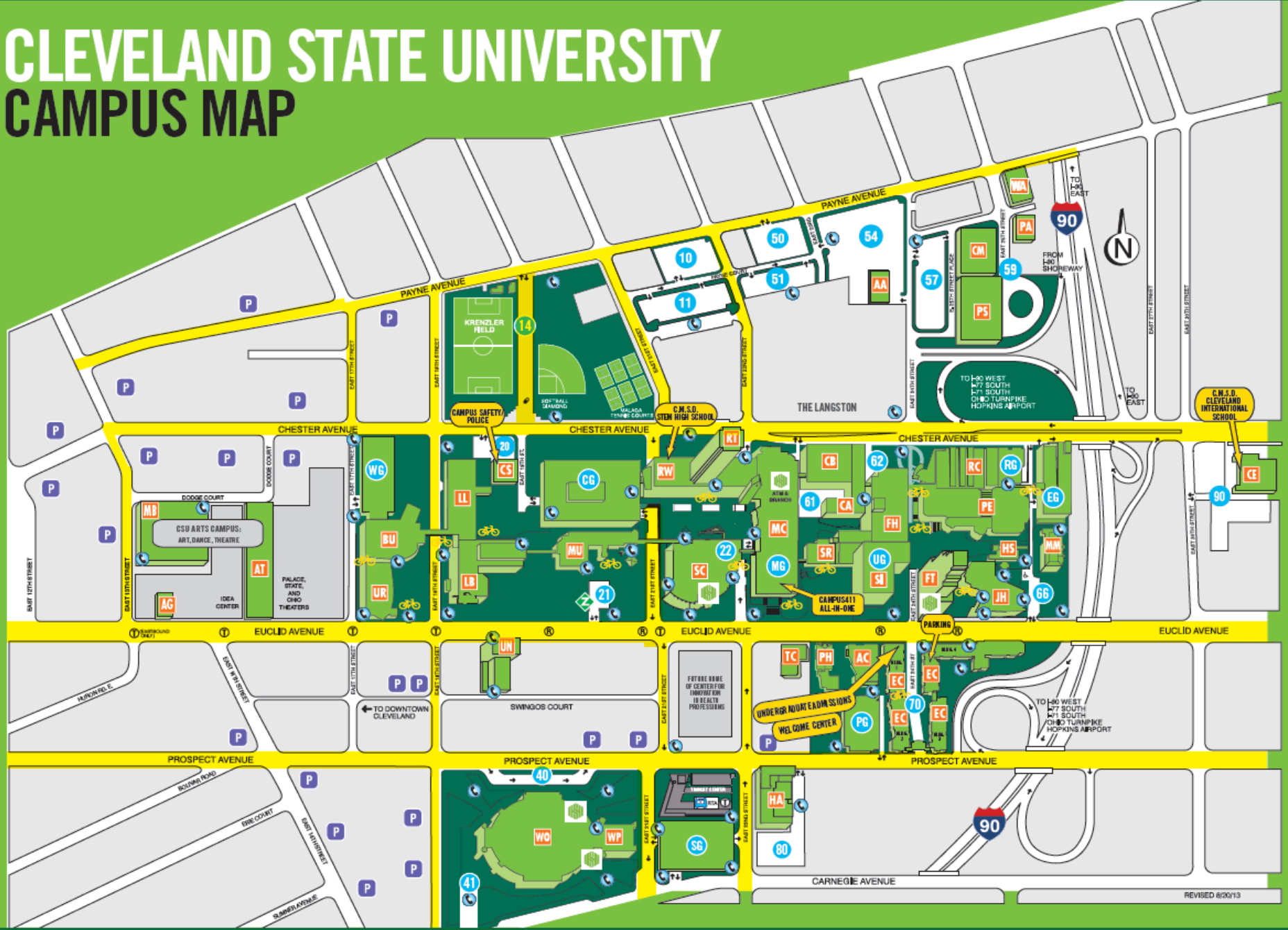
- **Current state-wide smoking restrictions within 20 feet of any CSU building entrance, including CSU buildings with an entrance from a public sidewalk, remain in effect.**
- **Smoking is prohibited within University owned & private vehicles parked on CSU property.**
- **There are no designated smoking areas on campus.**

WHERE IS SMOKING NOT IN VIOLATION OF OUR TFC POLICY?



- Public streets and sidewalks passing through campus “that are not owned or maintained by CSU” are not included in policy enforcement and are not in violation of our Tobacco Free Campus (TFC) policy.
- For more info, see next slide & visit CSU TFC website: www.csuohio.edu/tobacco-free.

CLEVELAND STATE UNIVERSITY CAMPUS MAP



CSU *is*
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Please remember that smoking is prohibited in all parking garages and lots operated by CSU Parking Services.



The yellow areas indicate public sidewalks and streets that are not subject to the Tobacco Free Policy.



CSU *is*
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DON'T SMOKE ON CAMPUS...RESPECT THE POLICY

Fact: One student, smoking a pack of cigarettes a day, could spend \$7,884.00 while in college for four years

Fact: Secondhand smoke causes approximately 3,400 lung cancer deaths and 46,000 heart disease deaths each year

Fact: More companies than ever will not hire people who use tobacco products

Cleveland State is dedicated to improving the well-being of all students, staff and visitors. Keeping our campus tobacco free keeps our atmosphere safe and clean.

Cleveland State can assist you with quitting your smoking habit today with the many resources available on campus. Visit www.csuohio.edu/tobaccofree

WHEN YOU QUIT...

YOU HAVE THE SAME CHANCE OF HAVING A STROKE AS A NONSMOKER.

AFTER
5
YEARS

YOUR ADDED RISK OF CORONARY HEART DISEASE IS HALF THAT OF A SMOKER'S.

AFTER
1
YEAR

YOU COUGH LESS AND YOUR LUNGS WORK EVEN BETTER.

AFTER
1-9
MONTHS

THE AIRWAYS IN YOUR LUNGS RELAX AND YOU CAN GET MORE AIR INTO YOUR LUNGS AND BREATHE EASIER.

AFTER
2-3
WEEKS MONTHS

THE LEVEL OF CARBON MONOXIDE (A TOXIC GAS) IN YOUR BLOOD DROPS TO NORMAL.

AFTER
8
HOURS

YOUR BLOOD PRESSURE DROPS TO A LEVEL SIMILAR TO WHAT IT WAS BEFORE YOUR LAST CIGARETTE.

AFTER
20
MINUTES

TOBACCO CESSATION SUPPORT SERVICES



Visit WWW.CSUOHIO.EDU/TOBACCO-FREE
for information about free & low cost tobacco cessation
support services and nicotine replacement therapy
medications for students & employees.

HELP US PROMOTE COMPLIANCE ON CAMPUS:

- Employees can be advocates for our tobacco free campus policy.
- Students can join the CSU Student Tobacco Free Organization at <https://orgsync.com/100571/chapter> or be an advocate.
- We need all CSU faculty, staff and students to help our CSU community members live, study and work in a safe, healthy environment and approach those not complying with the policy.
- Violation report forms and further details can be found on our CSU TFC website at www.csuohio.edu/tobaccofree



HOW TO APPROACH SOMEONE USING TOBACCO ON CAMPUS:

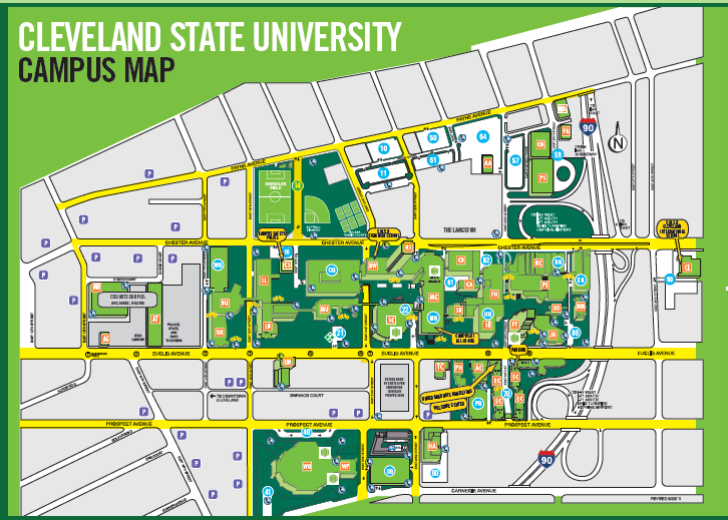
- **Use a consistent script: this leads to consistent enforcement and helps create an environment of respect and compliance.**
- **Make sure all visitors, students, & employees feel welcome at CSU and are given a polite notice of our TFC policy the first time.**
- **Use a firm, polite, and compassionate approach – don't be aggressive but do not apologize**
- **Offer a Tobacco Free Hotcard if they request more information about enforcement or tobacco cessation resources**

SITUATION:

YOU SEE SOMEONE USING TOBACCO PRODUCTS ON CAMPUS



Response: “Hello, my name is _____ and I am an (employee, student) here at Cleveland State. I want to let you know that we are a tobacco free campus, meaning that using tobacco products is prohibited on our grounds. Please put your cigarette out and dispose of it in a trash can or move to a public sidewalk. Thank you for your cooperation.”



QUESTION: “WHERE AM I ALLOWED TO SMOKE?”

Response: “Cleveland State became a tobacco free campus Fall 2013, prohibiting tobacco use of any kind. The use of tobacco products is not allowed anywhere on the campus. If you choose to smoke or use tobacco products, you will need to leave the campus or move to a public sidewalk. Thank you for respecting our policy.”

Action: Give them a Hotcard as a reference to where the policy is and isn't enforced

SITUATION:

GIVING NOTICE TO PROSPECTIVE STUDENTS AND THEIR FAMILIES

Communication: You want to proactively communicate that Cleveland State is a tobacco free campus to prospective employees, students and their families.

Response: “I’d like to let you know in advance of your visit that Cleveland State is a tobacco free environment. The use of tobacco products is not allowed on our property, grounds, or parking areas. Thank you for respecting our policy.”

To Respect & Educate Not to Punish



- **We want all students, faculty, and staff to feel welcome to CSU.**
- **Considering there is no safe level of secondhand smoke and that many of our CSU community members have health issues that smoking exacerbates, we need everyone to respect the TFC policy.**
- **Each individual needs to be approached and educated about the TFC policy and areas in which smoking is and is not prohibited before submitting a violation form.**
- **The TFC Violation and Incident Report form was created to report individuals who have already been approached and continue to violate the policy.**

THE CSU TOBACCO FREE VIOLATION FORM:

When should you fill out the form?

- When you see a repeated violator on campus

What information should you include on the form?

- The date, time, and specific location of the violation
- Detailed description of the violator(s) seen
- Provide as much detail & description of the violator as possible. (including if you think they are a student, faculty, staff, construction worker, visitor, etc.)
- The TFC Violation and Incident Report form is located on our website at www.csuohio.edu/tobaccofree.

What if I feel threatened when approaching a violator?

- Call CSU Police Department at 216-687-2020
- If you approach a group of repeat violators who refuse to comply, call CSU Police Department at 216-687-2020





CORRECTIVE ACTION FOR STAFF:

Staff found in violation of the CSU Tobacco Free Campus Policy will be reported to the Manager of Labor Relations in the Department of Human Resources, Danielle Ruiz and to the Manager of VikeHealth & Well-Being, Lisa Sandor. The violator's supervisor will be notified and violators will be subject to corrective action. The name of the person reporting the violator will not be disclosed.

To report staff, the completed form will be routed to:

The Manager of Labor Relations and the Manager of VikeHealth & Well-Being



CORRECTIVE ACTION FOR FACULTY:

Faculty found in violation of the CSU Tobacco Free Campus Policy will be reported to the Manager of Labor Relations, Danielle Ruiz and to the Manager of VikeHealth & Well-Being, Lisa Sandor. The Vice Provost of Faculty Affairs, William Morgan, will be notified as well as the faculty's supervisor. Violators will be subject to corrective action. The name of the person reporting the violator will not be disclosed.

To report staff, the form will be routed to:

The Manager of Labor Relations and the Manager of VikeHealth & Well-Being



CORRECTIVE ACTION FOR STUDENTS:

Students found in violation of the CSU Tobacco Free Campus Policy will be reported to the Director of Student Conduct & Advocacy, Valerie Hinton-Hannah in the Department of Student Life. Violators will be subject to corrective action through the Student Code of Conduct. The name of the individual reporting the student needs to be included in order to notify the violator.

To report students, the form will be routed to:

Director of Student Conduct & Advocacy and Manager of VikeHealth & Well-Being

Visitors and/or individuals who are University contractors will be routed to the appropriate Plant Services Facilities & Safety Administration Account Clerk 2, Randy Bowling, or Campus Support Services supervisor.



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If you have a question, please contact

Lisa Sandor @

l.m.sandor@csuohio.edu

Or

Dave Pastor @

d.pastor@csuohio.edu



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THANK YOU!

Vike 
*Health
&
Well-Being*
Get Well. Stay Well. Live Well.
Cleveland State University

Cleveland State
University
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