

# North Hennepin Community College

## Policy/Procedure Information

**Number:** 5.33.1

**Name:** Tobacco Use and Sale Procedure

**Author:** Policy Committee

**Custodian:** Policy Committee

**Effective Date:** August 25, 2015

**Next Review Date:** AY2018-2019

### Regulatory Authority:

- Minn. Stat. § §144.411 to 144.417 (2013) – Minnesota Clean Indoor Air Act
    - <https://www.revisor.mn.gov/statutes/?id=144.411>
    - <https://www.revisor.mn.gov/statutes/?id=144.412>
    - <https://www.revisor.mn.gov/statutes/?id=144.413>
    - <https://www.revisor.mn.gov/statutes/?id=144.414>
    - <https://www.revisor.mn.gov/statutes/?id=144.416>
    - <https://www.revisor.mn.gov/statutes/?id=144.4165>
    - <https://www.revisor.mn.gov/statutes/?id=144.4167>
    - <https://www.revisor.mn.gov/statutes/?id=144.417>
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## Part 1. Restrictions

### Subpart A. Smoking

1. Smoking is prohibited in college facilities and grounds except as permitted under Part 2.
2. Smoking is prohibited within 20 feet of all college buildings.

### Subpart B. Smokeless Tobacco

1. The use of smokeless tobacco is prohibited in college facilities and grounds except as permitted under Part 2.

### Subpart C. E-Cigarettes

1. The use of e-cigarettes is prohibited in college facilities and grounds except as permitted under Part 2.
2. The use of e-cigarettes is prohibited within 20 feet of all college buildings.

## Part 2. Exceptions

1. Smoking and smokeless tobacco use is only permitted in private vehicles and in the following designated and marked areas:
  - a. West side of Campus Center (CC) building by recessed windows

- b. Portions of the parking lots that are 20 feet or more from a building entrance.
2. E-cigarette use is only permitted outside campus facilities and at least 20 feet from all building entrances.
3. Tobacco use or products for instructional purposes in laboratory and classroom instruction/experiments, or artistic purposes is permitted, but all research, educational, and/or artistic purposes that involve the use of tobacco on campus, must be approved by the College President or his/her designee, and such use must be preceded by reasonable advance notice to the public.
4. This policy does not apply to specific activities used in connection with the practice of cultural activities including those of American Indians that are in accordance with the American Indian Religious Freedom Act, 42 U.S.C. sections 1996 and 1996a. All ceremonial use exceptions must be approved in advance by the College President or his/her designee.

### **Part 3. Enforcement**

The Public Safety Department is responsible for enforcement of the Tobacco Use and Sale policy and procedure. The Public Safety Department will monitor the campus for violators and notify offenders of the policy and procedure. Compliance and enforcement of this policy will depend on the cooperation of all students, employees, and visitors to promote a clean, safe, and healthy environment in which to work, study, and live. North Hennepin Community College will enforce the policy to its fullest extent, which may include, but is not limited to, disciplinary actions and/or sanctions.

Employee violations may be handled through the progressive disciplinary process as outlined in the employee's bargaining unit contract. Student violations may be subject to sanctions per the Student Conduct policy (3.6 and 3.6.1). Individuals not subject to employee and/or student sanctions may be issued a citation and/or trespass from college property.

### **Part 4. Cessation Programs and Services**

To support North Hennepin Community College students who wish to reduce and/or quit using tobacco products, a variety of tobacco cessation resources and services are available through the Counseling Center in the Educational Services building. Employees who wish to reduce and/or quit using tobacco products may contact the Employee Assistance Program or their health plan provider for information about tobacco cessation programs available to state employees.

<b>Review Action</b>	<b>Date(s)</b>
Campus Community Review Period	March 16-27, 2015
Shared Governance Council Review	May 1, 2015
Labor/Management Meetings Review	AFSCME – April 17, 2015 MAPE – April 17, 2015 MMA – April 17, 2015
Student Senate Review	April 17, 2015
President Approval	May 4, 2015
Campus Community Dissemination	May 11, 2015

### History

- Rewritten to replace previous policy in place since 1999.
- Revised spring 2015 to remove smoking zone near the plant services building. Moved smoking area from east side of campus center to west side.