



## Ivy Tech Community College North Central (Elkhart County/South Bend/Warsaw campuses) Tobacco Policy

**Effective Sept. 1, 2006; revised Aug. 22, 2010:** Smoking or any form of tobacco use is prohibited in all College-owned or College-leased facilities and vehicles, including surrounding campus areas of the buildings.

The sale or distribution of tobacco products and the sponsorship of College events, activities, or media by tobacco-related products likewise are prohibited.

### Frequently Asked Questions

**What prompted Ivy Tech-North Central to become a tobacco-free region?** Ivy Tech is motivated by an overall desire to create a safe and healthy environment for students, faculty, staff and visitors to Ivy Tech-North Central campuses and facilities. This includes concern about the effects of secondary smoke exposure on nonsmokers.

A report issued June 27, 2006 by U.S. Surgeon General Richard Carmona finds that exposure to secondary smoke at any level poses a health risk to nonsmokers.

Ivy Tech-North Central was also prompted by the unsightliness of smoking areas including cigarette debris and other tobacco residue on College grounds.

There are substantial maintenance costs associated with removing cigarette debris and tobacco residue from College grounds.

**What College sites are included in the tobacco ban?** "Owned" and "leased" facilities including:

- Campuses at South Bend, Elkhart County and Warsaw
- Lung Instructional Center (Elkhart County)
- ITOSS (Ivy Tech on Sample Street) building (South Bend)
- Respiratory Care program site (South Bend)
- Orthopedic and Advanced Manufacturing Training Center (OAMTC) (Warsaw)
- Ivy Tech-PULL (Elkhart County)
- Other sites the region may purchase or lease in the future

"Owned" and "leased" sites do not include sites where outreach classes may be held, such as high schools, career centers, and WorkOne sites.

The tobacco-use policy of the host facility should be followed at these and other similar locations.

**What about using tobacco products on public sidewalks?** The College has no authority to prohibit tobacco use in other legal areas. Tobacco urns are installed at the perimeter of the Ivy Tech-North Central campuses so that smokers moving from the areas outside the campus property to the campus can extinguish their smoking materials before stepping onto campus.

**What about using tobacco products on property adjoining, or across the street from, an Ivy Tech-North Central site?** Students, faculty and staff are reminded that these properties are private properties, and the tobacco-use policies of the property owners must be followed. Where the tobacco-use policy is unclear, it should be assumed that tobacco use is prohibited. Ivy Tech

values the goodwill of neighboring property owners. Any complaints lodged by neighboring property owners against Ivy Tech students, staff or faculty who violate their property-use rules will be thoroughly investigated and appropriate disciplinary action will be taken.

**Can a smoker use tobacco-free cigarettes/electronic cigarettes on an Ivy Tech-North Central campus?** All students, staff, and visitors are expected to comply with the policy. By using other types of cigarettes, a person will be perceived as not complying with the policy.

**How will the tobacco ban be enforced?** This policy will be enforced like any other infraction. Faculty and staff violating the ban are subject to the progressive discipline process outlined in the statewide Employee Handbook. Students are subject to the disciplinary actions outlined in the Ivy Tech-North Central Student Handbook. Visitors violating the ban may be escorted off the Ivy Tech property and prohibited from returning. The violator may face a fine if the violation is reported by the College or a citizen to the The Indiana State Department of Health.

**Who is responsible for enforcing the tobacco-free campus rules?** Primary responsibility for these rules resides with campus Security. However, helping to maintain a clean, healthy campus is everyone's responsibility. Students, staff, and faculty are expected to provide leadership to others in regard to upholding the region's tobacco-free policy and modeling other appropriate campus behavior.

**What should I do if I see someone violating the tobacco ban?** If you are comfortable doing so, it is appropriate to give the violator a courteous reminder of the ban. Faculty, staff and students are reminded that every individual—whether tobacco-user or nonuser—should be accorded dignity and respect. Therefore, harassment or intimidation of violators is never appropriate, and is subject to disciplinary measures by the College. Contact a campus security official if:

You are not comfortable reminding the violator yourself and wish to report the offense.

The violator is a frequent offender.

The violator is rude, discourteous or defiant.

You have been a victim of intimidation or harassment.

**What assistance will be given to smokers who wish to stop?** The College's Human Resources Department can provide information about community smoking cessation classes. Ivy Tech's health care plans for full-time employees also provide benefits for medical assistance with smoking cessation.

Information regarding Indiana's State Smoke Free Air Law can be found at: <http://in.gov/isdh/tpc/2684.htm>. If you have additional questions or concerns, please direct them to:

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