

Smoking Policy Task Force
May 8, 2006 Minutes

Attending: Scott Evenbeck, Andrea Engler, Maggie Stimming, Ellen Poffenberger, Deb Wezensky, Holly Holliday-Jones, Katy Busby, Mike Oakley, Emily Wren, Leo Rafail, Stephen Jay, Debi Hudson, Carol Pferrer, Larry Propst, Bill Abston, Lee Barnard, Audrey Ferguson, Diane Brown, Karen Whitney, Donna Kent, Mark Volpatti, David Koerner, Marilyn Bedford

Update on Tobacco Free policy

Karen reviewed the draft policy. With the addition of the words “the cooperation of” in the first sentence of the last paragraph, the wording of the policy was approved by the Task Force. Karen will be meeting with the Chancellor later today (May 8) and an expected announcement about the new policy should be forthcoming very quickly.

Policy approved by Chancellor (May 8, 2006):

Tobacco Policy

Effective August 14, 2006

Tobacco use or sale, including but not limited to smoking is prohibited on university owned, operated or leased property.

Exceptions may be granted for specific auxiliary enterprises, as approved by the Chancellor.

Tobacco use, including but not limited to smoking is not permitted in university owned, leased, or operated vehicles.

Enforcement of this policy will depend upon all faculty, staff, and students not only to comply with this policy but also to encourage others to comply with this policy in order to promote a healthy environment in which to work, study, and live. Violations of this policy should be referred to the appropriate administrative office for review and appropriate administrative action: For faculty the Office of Academic Policies, Procedures and Documentation; for staff, Human Resources Administration; for students, the Office of The Dean of Students; or for visitors, Indiana University Police.

The Task Force, in supporting that this policy announcement be made ASAP, also encouraged a major emphasis on May 31, World No Tobacco Day. Leo Rafail, of the Marion County Health Department, is seeking support from his connections for IUPUI’s new policy, and may be presenting a plaque to IUPUI on World No Tobacco Day.

Reports from sub-committees

Enforcement

The Enforcement sub-committee suggested an approach to engage the campus around the policy change. Karen had outlined this approach in an e-mail. The Task Force discussed this approach and suggested some changes. The revised approach is listed below.

THE POLICY BELOW NEEDS TO BE UPDATED TO THE CHANGES KAREN MADE DURING THE MEETING:

Recommended Approach To Enforcement:

In order to achieve high levels of compliance with the new IUPUI Tobacco Free Policy which will go into effect August 14, 2006 the campus leadership (Chancellor, Vice Chancellors, Deans, Directors, Department Chairs) will be called upon to engage IUPUI students, faculty, staff and visitors to inform the campus community of:

- 1) The development of a new policy;
- 2) The importance of complying with the new policy;
- 3) The Resources available to manage behavior in light of the new policy and;
- 4) When necessary refer violators of the policy to the appropriate administrative offices.

From August 1, 2006 to February 1, 2007, the campus leadership, approximately 200 faculty and staff will conduct assigned rounds of the campus.

The Tobacco Free Policy and the approach toward engaging the campus regarding this policy will be evaluated every six months to determine campus and leadership satisfaction. Based upon the results of the evaluation, additional approaches to engagement will be considered.

Enforcement considerations:

Top 200 or so leaders would be asked to participate in the enforcement plans.

Suggestions were made that walk-arounds be conducted in pairs.

An estimated time of 30 minutes per week was given as the amount of time that would be requested for top leaders to walk the campus.

An evaluation needs to be conducted at the end of fall semester to consider what types of plans need to be in place for the start of spring semester, when warmer weather arise, etc.

Items – cards with the policy stated, mints, gum – were suggested as items to give as enforcement conversations were held.

Cooperation, compassion and engagement are the guidelines for enforcement.

Details and clarification about smoking in private cars, on city streets (over which we have no jurisdiction), etc. are requested.

Awareness Sub Committee

The “frame” for a campus website is in place. **The site address is:**

www.tobaccofree.iupui.edu As soon as the policy is announced, information will be

placed on this site. It is suggested that this web site be the main line of communication, and that links to and from other sites be listed, particularly for employee benefits as to health policy coverage for smoking cessation, etc.

Awareness considerations:

Can we make some paper copies of information available? May put items on the web site and encourage offices to print their own.

Smoke Free Indy has materials and information which can be used for orientation with students this summer. Holly, Andrea and Leo will work on this together.

Has someone contacted the English language departments and sub-contractors (Chartwells, purchasing) to help them prepare their students and employees for the new policy?

Mary Beth Myers has the capacity to send e-mail to all students, in case we want an announcement to them in this format.

Should we have an international office representative on the task force?

Leo Rafail has time on the radio and in ads in The Recorder which he is willing to share with IUPUI.

A suggestion was made that the Chancellor make a short video re: the policy to be shown to employees (and possibly used in student orientation) and put on the campus web site, similar to what Clarian's CEO did.

Another suggestion was that Stephen Jay may also want to make a health statistics video which could also be put on the web site.

Wishard and Clarian employees will need to be informed about IUPUI's policy change. The question was raised by Emily Wren as to what the signage on campus should say, once the policy changes.

If you have FAQs information or questions, send to Holly Holliday-Jones so that those can be added to the web site.

The main media contacts will be Dr. Stephen Jay and Dr. Karen Whitney.

Training Sub Committee

The training sub committee will discuss more specific plans, now that the policy and enforcement have been clarified. We are open to anyone who likes to train to assist us in conducting training, particularly for the 200 or so persons who will be asked to help enforce the policy.

Other forms and information will be provided as training needs are identified.

Reminder:

Upcoming meeting dates

Each meeting is from 12 noon – 1 p.m., in AO 103

Feel free to bring your lunch.

June 12

July 10

August 14

September 11

October 10 (NOTE: This is a Tuesday, rather than a Monday; an exception to the usual schedule.)