



Title of Proposed Procedures

Smoke-Free Environment

Applies to (check all that apply):

Full-time PIN Faculty Full-time PIN Staff All Personnel
Division/Department College
All Members of the Public

Topic/Issue:

Revisions and update to Smoke-Free Environment procedure

Background to Issue/Rationale for Procedure:

(For procedures, cite appropriate approved College Policy addressed)

Smoke-Free Environment Policy

For a smoke-free policy to be effective and successful, the commitment of BCCC must be visible and enforced by all members of the college community.

State/Federal Regulations and Other Policies/Requirements

Maryland General Assembly recently passed legislation to make all workplaces, including restaurants and bars, smoke-free.

- EXECUTIVE ORDER 01.01.1992.20 Executive Agency Policy on Smoking. A. Smoking Policy. To provide a healthful environment in buildings and vehicles occupied by State of Maryland agencies and employees, all employees, clients, and visitors are expected to comply with the following: 1) Smoking Prohibited. Except as provided in §A(3)a) smoking or carrying any lighted tobacco product is prohibited in all State buildings and facilities, in all space leased or rented by the State,

- Memorandum of Understanding (MOU) between Baltimore City Community College and AFSCME Council 92/AFSCME Local 1870 – Article 28. Health and Safety

Proposed Procedures:

A. Smoking Areas – Smoking is prohibited outside within 30 feet of the entrance, air intake, or window of any building owned or operated by BCCC, or within the Life Science Building's covered parking area. The designated areas are located:

- Between Student Affairs wing and the Nursing Building (ground level near cafeteria)
- Grassy area parallel to Lot D entrance
- Between Life Sciences Building and PE Center
- Between Fine Arts and Administration wings
- Grassy area next to Library, across from Nursing Building
- Harbor Campus Bard Building Area (tbd)

Smoking refuse, such as cigarette butt, burnt tobacco, etc., are to be discarded in specifically designed ash urns or other containers. Disposal of smoking refuse on the grassy areas, open spaces, sidewalks or other paved areas outside of these designated containers is prohibited.

B. Compliance - To affect adherence, members of the BCCC community and Public Safety must be willing to directly and politely inform those unaware of the policy, or remind those in disregard of it. If this approach and effort is unsuccessful, the individual in violation of this policy will be brought to the attention of the vice president, director, dean, staff member or other persons in charge for further discussion and progressive counseling regarding adherence to the policy. Implementation of fines will be considered after reviewing level of compliance for the first year.

C. Education - It is recognized that smokers who wish to stop smoking may require assistance and support. BCCC will sponsor smoking cessation programs through Professional Development and Health and Wellness. Related health promotion activities will be provided to help faculty, staff, and students overcome their reliance on and addiction to nicotine.

D. Marketing - It is essential, that the College support and articulate the Smoke Free Environment Policy at all levels by all means through appropriate publications, announcements, advertisements, signs, and communications. Designated smoking areas will be clearly marked to protect all employees, customers and visitors from exposure to second-hand smoke. Information pertaining to the policy and procedures will be included in Student, Faculty and Staff Orientation Programs.

E. Use of College Facilities by Outside Parties

All new contracts and agreements will include a clause that states that BCCC is a smoke-free environment and, as such, prohibits smoking in all facilities for events including (but not limited to) conferences, meetings, seminars, concerts, colloquia, receptions, sporting events, and parties.

The Smoke-Free policy will be reviewed and evaluated periodically to determine its impact and effectiveness.

Proposed Implementation Date: Upon completion of smoke free area construction

Originator/Division: Human Resources