

Clean air



Clear minds

100% Tobacco-Free Campus Implementation Guide

Here's how you can be an advocate...

Overview

Minnesota State Mankato strives to enhance the general health and wellbeing of **all** students, faculty, staff, contractors, vendors and visitors. A 100% tobacco-free campus policy will advance equity and provide an **inclusive environment** for all. To support this commitment, we intend to create a tobacco free environment in part by prohibiting the use of all forms of tobacco in or on all university owned, operated, or leased property including vehicles.

One of the frequently asked questions is how the policy will be enforced. We believe it is the shared responsibility of all university students, employees and visitors not only to comply with this policy, but also to encourage others to comply with the policy in order to promote a safe, clean and healthy environment. Civility and respect are expected by all members of the university community in regard to this policy.

Your Role

Research shows us that compliance is best when by all members of the campus community share the responsibility for communication. Anyone who observes a possible violation may courteously and compassionately inform the individual of the Tobacco Free campus policy. Your role is to:

1. Communicate the policy courteously and non-confrontationally to faculty, staff, students, and visitors in your college/department.
2. Connect faculty, staff, and students with appropriate resources, including cessation resources as listed on our website.
3. Address matters of repeated violations of this policy just as you would violations of other policies. Managers/supervisors should hold employees accountable, and address matters of repeated violations. Contact your college or administrative unit's HR Professional for consultation if needed. It is important that we are assessing the impact of the repeated violation in relation to the University's values and expectations.

Approaching Someone Who is Using Tobacco

As members of the University community, we all play an important role in communicating about the tobacco-free campus policy. If you see someone using tobacco on campus, you are encouraged to remind people of the initiative if you feel comfortable doing so. If you do approach someone, please do so in a friendly, respectful manner – the person may not be aware of the policy. Remember that nicotine addiction can be very challenging to stop; withdrawal effects are real. Show compassion if someone becomes agitated or hostile upon being approached, please do not escalate the situation – simply walk away.

These scenarios and scripts are designed to help members of the University community remind people of the tobacco-free campus policy.

- **Scenario #1:** You see a person using tobacco products on campus.
Response: Hello, my name is _____, and I am an (employee, student) here at the Minnesota State Mankato. I want to let you know that we are now a 100% tobacco-free campus. All students, staff, faculty, and visitors are prohibited from smoking and using tobacco products and electronic cigarettes on all University property. Thank you for your cooperation.
- **Scenario #2:** "Where am I allowed to smoke?"
Response: The Minnesota State Mankato is a 100% Tobacco-free campus. All students, staff, faculty, and visitors are prohibited from smoking and using tobacco products and electronic cigarettes on all University property. You will need to leave the campus to smoke or use tobacco products. Thank you for respecting our policy.
- **Scenario #3:** You are making arrangements with a vendor or contractor.
Response: The Minnesota State Mankato is a tobacco-free campus. I'd like to let you know in advance that Minnesota State University is now a 100% tobacco-free campus. We respectfully ask that representatives from your organization refrain from using tobacco products on our property, grounds, or parking areas. We have employees, students, and patients who are trying to quit using tobacco and want to create an environment that will help them in their cessation efforts."
- **Scenario #4:** You want to proactively communicate the tobacco-free campus policy to prospective employees and prospective students and their families prior to their visit to the Minnesota State Mankato campus.
Response: I would like to let you know that the Minnesota State Mankato is now a 100% tobacco-free campus. All students, staff, faculty, and visitors are prohibited from smoking and using tobacco products and electronic cigarettes on all University property. For help quitting tobacco, go to the [Minnesota State Mankato website](#) and search for "[Quitting](#)". Thank you for respecting our policy.

Resources

- Frequently asked questions about Minnesota State Mankato's tobacco-free campus policy are available [here](#).
- For help quitting tobacco, including free Quit Kits for employees and students, see [here](#).
- The policy is viewable [here](#). Information on the history and background of the Tobacco Free Minnesota State Mankato policy is available [here](#).

"All advocacy is, at its core, an exercise in empathy" Samantha Power