



GUIDELINES FOR THE “CLEAR THE AIR” PROGRAM AT CSUN

Effective: 8/23/17

California State University, Northridge, so as to provide the California State University’s faculty, staff, students, alumni, guests, vendors, and the public an environment that is healthy, fulfilling, rewarding, and safe; has established a smoke and tobacco-free environment, as defined in California State University Executive Order 1108.

Smoke-and tobacco-free, as defined in California State University EO 1108, prohibits the use of cigarettes, cigars, pipes (including hookah), electronic smoking devices such as e-cigarettes, and smokeless tobacco products and nicotine delivery systems, including but not limited to chewing tobacco, snuff, and SNUS.

Smoking and the use of tobacco products are prohibited in all areas of campus, internal or external, including parking lots and structures. Smoking and the use of tobacco products are also prohibited in leased spaces, including space within buildings shared with other agencies, as well as on-campus residences. Additionally, smoking and the use of tobacco products are prohibited in state/university owned vehicles. Private vehicles on university-owned, leased, or rented land or parking structures will also be subject to compliance.

Any sponsorship and/or advertising in respect to any university activity or event by a tobacco product manufacturer is prohibited unless explicitly authorized by the President of designee.

Exceptions:

- “Tobacco product” does not include a product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is market and sold solely for such an approved purpose.
- Smoking in university-sponsored theater and dance productions, student-authored or sponsored scenes, showcases or workshops produced as part of the Department of Theatre as well as ceremonial campus events may be authorized by the President or designee only when a required part of a specific performance. This includes smoking and/or tobacco use for traditional ceremonial activities of recognized cultural and/or religious groups.
- Institutional Review Board approved research on tobacco or tobacco-related products.

BACKGROUND:

[Executive Order W-42-93](#), signed by the Governor on February 19, 1993, banned smoking in state-owned buildings and leased spaces. Consistent with this order, Assembly Bill 291, signed by the Governor on October 11, 1993, extended this smoking prohibition to include all state-owned vehicles and mobile equipment. On May 1, 1993, the CSU issued Executive Order 599 “Policy Statement Regarding Smoking on University

Premises.” On September 8, 2003, the Governor signed [Assembly Bill 846](#) that extended the outdoor distance restriction. CSUN Policy No. 350-50, "University Policy on Smoking" effective 11/20/03 was written to be consistent with these mandates. It was replaced by CSUN Policy Number 350-60, University Smoke- and Tobacco-Free Policy on August 19, 2015. CSU Executive Order 599 was superseded on April 7, 2017 by EO 1108, the “Policy on System-wide Smoke and Tobacco Free Environment,” which mandates a system-wide smoke- and tobacco-free environment as of Fall 2017. EO 1108 supersedes CSUN policy 350-60 as of 8/23/2017.

RESPONSIBILITIES:

1. The CSUN Office of Human Resources and the Klotz Student Health Center shall maintain and enhance vigorous, on-going, and well-publicized programs to assist faculty, staff, and students who wish assistance in overcoming their dependency on tobacco/nicotine. An expanded list of community resources shall be made available to any requester.
2. The success of this program depends upon the thoughtfulness, consideration, and cooperation of every member of the University community. Deans, directors, department chairs, and heads of other administrative units shall periodically review and assess the implementation of this program in their respective areas to ensure compliance.
3. The requirement for CSUN to be smoke- and tobacco-free shall be included in the University Catalogue, appropriate University contracts, recruitment information for new employees, orientation programs for students and employees, and other informational publications. Campus visitors shall be informed of this requirement through appropriate University signage and through informational campaigns, including the “Clear the Air” campaign.

EO 1108 Compliance

1. Peer to peer education will be the primary means to promote compliance. The Klotz Student Health Center Health Promotion Department will work with entities across campus to coordinate and support education and outreach programs promoting smoking cessation, smoking cessation resources, and the benefits of a smoke- and tobacco-free environment. Additionally, members of the CSUN community are individually responsible to comply with this EO 1108.
2. Deans, directors, department chairs, and heads of other administrative units are responsible for compliance with EO 1108 in their respective areas. This includes periodic notification about the CSU policy, intervention and education with those who violate the policy, and determination of the actions to be taken when violations are identified. Problems should be brought to the attention of the appropriate supervisor and handled through the existing administrative structure. Per EO 1108, the existing grounds for employee discipline shall not be extended. If any of these provisions are in conflict with a Collective Bargaining Agreement, the terms of the Collective Bargaining Agreement shall be controlling.
3. If persistent violations exist, or if an individual has failed to comply with EO 1108, has been warned, and continues to violate the policy, such concerns shall be reported to the Office of Human Resources for employees and to the Office of the Vice President for Student Affairs for students.

4. Per EO 1108, members of the CSUN community should be aware that enforcement may occur in the following instance:
 - a. University Police shall reserve all enforcement authority with regard to any violation of existing state and federal law.
 - b. Individual agreements that prohibit smoking and proscribe penalties for breaches that are not impacted by this EO (e.g. University Housing license agreements, other residential licenses, or existing leases.)
5. The Campus Licensing Office, the University Student Union, Student Housing and Conference Services, and other campus entities that contract for the use of campus facilities or routinely invite visitors to the campus are responsible for ensuring that the CSU Smoke- and Tobacco-Free Policy is communicated.
6. Environmental Health and Safety and the Office of Human Resources are available to assist with EO 1108 implementation and compliance. Hostile and/or violent interpersonal conduct directed against members of the CSUN community during a request that an individual comply with the terms of EO 1108 will not be tolerated and will be enforced under campus policies including but not limited to workplace violence policies.
7. This program will be re-evaluated annually and may be amended based on input from the CSU Chancellor's Office and/or the CSUN Smoke- and Tobacco-Free Steering Committee or as may otherwise be deemed appropriate.

REFERENCES:

<http://www.csun.edu/clear-the-air>

CSU EO 1108 "Policy on System-wide Smoke and Tobacco Free Environment" at

<http://www.calstate.edu/EO/EO-1108.html>

FURTHER INFORMATION:

Contact the Director of Environmental Health and Safety and Risk Management (818) 677-2401.