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TOBACCO

USE

POLICY

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**MOUNT ROYAL COLLEGE  
TOBACCO USE POLICY**

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# **MOUNT ROYAL COLLEGE TOBACCO USE POLICY**

## **1. INTRODUCTION**

A growing body of scientific evidence demonstrates that tobacco use by inhaling directly or indirectly or by chewing is a health hazard. The Board of Governors recognizes its responsibility to provide a safe and healthy environment for students, employees and the community.

## **2. PURPOSE**

Through this policy, Mount Royal College will limit the exposure to second-hand tobacco use, and promote a healthy, safe, and cleaner environment for all students, employees and visitors to campus.

The tobacco use policy will adhere to or exceed the bylaws of the City of Calgary, the established legislation of the Province of Alberta and Transport Canada regulations.

## **3. AUTHORITY**

The Board of Governors of Mount Royal College has authority over this Policy. Administration of the Policy and the associated Procedures are delegated to the College's Senior Executive Officers who in turn have delegated this authority to the Vice-President, Administrative Services.

## **4. APPLICATION**

This Policy applies to all within the College community including but not restricted to employees, students, contractors and visitors.

## **5. POLICY**

Tobacco use on Campus is prohibited except in designated outdoor locations. The Campus includes any College-owned buildings (including all residence facilities), any building owned by the College but occupied by other parties, any College owned or leased vehicle or aircraft, and all land and structures outside the buildings owned by the College.

Designated outdoor locations will be preferably 20 metres but no less than 10 metres away from entrances and air intake systems.

Designated outdoor tobacco use areas may change periodically to comply with City of Calgary Bylaws, Province of Alberta Legislation or periodic College procedural reviews.

Designated outdoor tobacco use locations are identified in Appendix A.

## **6. EXCEPTIONS TO POLICY**

Request for exceptions to this Policy may be made to the Vice-President, Administrative Services, in order to accommodate an unusual circumstance such as the use of tobacco or related substances in connection with culturally significant celebrations.

## **7. PROCEDURES**

### **(1) Signage**

Appropriate signage regarding this Policy will be placed at entrances to buildings and at other locations as deemed necessary. Indoor signage, will at minimum, meet the requirements of the City of Calgary's Smoking Bylaw. The Physical Resources Department will arrange for such signage.

### **(2) Publication**

The policy changes will be announced in the College's publications – The Leader and This Week as well as the student newspaper, The Reflector will be informed. The general policy statement will be included in the College Calendar and will be posted on the College website. All prospective students and employees shall be made aware of the Tobacco Use Policy during the recruitment and orientation process.

### **(3) Public Events**

Organizers and attendees at public events using College facilities, such as conferences, meetings, public lectures, sporting activities, social events and cultural events will be required to comply with the Tobacco Use Policy. Organizers of such events are responsible for communicating this policy to attendees and for enforcing the policy.

### **(4) Contracted Services**

Business firms, which the College does business with on campus, (e.g. food service contractors, repair and maintenance services) will be informed of the College's Tobacco Use Policy and their employees will be required to comply with it.

### **(5) Smoking Support Programs**

Wellness Services will provide resource materials to students and employees in order to support their efforts to reduce tobacco use. Employees should contact the Human Resources Department for information on smoking cessation

products/initiatives provided through the College's employee benefit programs. Students should contact the Students' Association of Mount Royal College for information on smoking cessation products/initiatives associated with the Student Health Benefit program.

**(6) Physical Resources**

Maintenance of designated outdoor smoking locations will be under the purview of Physical Resources.

**(7) Departmental Guidelines**

Various departmental guidelines associated with the administration of this Policy are available through the Office of Student Affairs and Campus Life.

**(8) Enforcement**

The success of this policy depends upon the consideration and cooperation of tobacco users and abstainers alike. Students, employees and visitors share the responsibility for adhering to this policy. The right of the tobacco abstainer will take precedence over another's desire to use tobacco. Enforcement guidelines are to be maintained by Security.

**(9) Exceptions**

Requests for exceptions to this Policy may be made by the Vice-President, Administrative Services, to accommodate an unusual circumstance such as the use of tobacco or related substances in connection with culturally significant celebrations or to permit smoking by actors who are required to smoke as part of their role in an authorized artistic production. In this latter case, signs must be posted advising the public that smoking will occur during the performance.

## APPENDIX A

### Designated Outdoor Tobacco Use Locations at Mount Royal College

#### (1) Lincoln Park Campus

- Designated location at Courtside Patio
- Designated location between Cougar Inn and Faculty Centre Patio
- Designated location near the Tower Entrance
- Designated location in the Arts Courtyard
- Designated location near the Faculty of Arts Building (formerly East A)
- Designated location at the East entrance of Wyckham House
- Designated location at the Centre for Continuing Learning (proposed)

#### (2) Residence Complex

##### East Residence Complex

- Designated location between Townhouses 56, 60 and 64
- Designated location near Townhouse 44
- Designated location near the parking lot located between Townhouses 36 and 40

##### West Residence Complex

- Designated location adjacent to the refuse building

#### (3) Springbank Aviation Hangar

The designated outdoor smoking location is the area outside of the Springbank Aviation Hangar that meets each of these criteria:

- a minimum of 10 metres from doorways and air intake systems;
- a minimum of 30 metres of the Fuel Tanks;
- and, not in or near aircraft.