

St. Louis County

CPPW Communities Putting Prevention to Work

EVALUATION



APRIL
2011

Higher Education BASELINE POLICY ASSESSMENT

PREPARED FOR:

Saint Louis County Department of Health

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INTRODUCTION

As part of the American Recovery and Reinvestment Act of 2009, the U.S. Department of Health and Human Services has provided funding to support the Communities Putting Prevention to Work (CPPW) Initiative. This initiative supports community public health efforts to improve nutrition, increase physical activity, reduce obesity, and decrease tobacco use—four critical actions to combat chronic disease and promote health.

The St. Louis County Department of Health (DOH) was one of 44 communities awarded a CPPW grant. The DOH will implement policy and systems interventions to reduce tobacco use and secondhand smoke exposure, increase awareness of cessation services, and prevent youth initiation. Table 1 presents the Department’s action plan objectives.

Table 1. St. Louis County Community Action Plan objectives

MEDIA	<i>Objective 1:</i> By December 2011, develop hard-hitting counter marketing media campaign to target high risk youth.
ACCESS	<p><i>Objective 2:</i> By January 2012, amend current ordinance to include all workplaces, restaurants and bars in St. Louis County.</p> <p><i>Objective 3:</i> By January 2012, increase the number of County municipalities that enact smokefree policies that exceed the comprehensive County-wide policy from three to five, including at least one high-risk municipality with high smoking rates in Districts 1, 2, 3, or 4.</p> <p><i>Objective 4:</i> By February 2012, increase the proportion of public school districts throughout St. Louis County that meet the goal for comprehensive tobacco free policies from <20% in 2007 to 100%.</p> <p><i>Objective 5:</i> By February 2012, increase the proportion of private K-12 schools in high-risk Districts 1, 2, 3, and 4 that meet the goal for comprehensive tobacco free policies from 0% to 100%.</p> <p><i>Objective 6:</i> By February 2012, increase the proportion of higher education institutions in all County Districts that meet the goal for comprehensive tobacco free policies from 21% in 2009 to 100%.</p>
POINT OF PURCHASE	<i>Objective 7:</i> By February 2012, enact an ordinance (or departmental regulation) requiring all tobacco retailers to display a graphic warning sign about tobacco products.
PRICE	<i>Objective 8:</i> By January 2012, enact an ordinance (or departmental regulation) to ban all promotional, free, and discounted tobacco products, coupons, gift certificates, rebates, and other promotions which have the effect of lowering the price of tobacco products.
SOCIAL SUPPORT SERVICES	<p><i>Objective 9:</i> By February 2012, increase the number of calls by St. Louis County residents to the Missouri Quitline by 50%.</p> <p><i>Objective 10:</i> By February 2012, ensure that 80% of County employers in high-risk Districts 1, 2, 3, and 4 with 50+ employees provide smoking cessation services to employees.</p>

Purpose

The evaluation of the CPPW grant is being conducted by a team from the Center for Tobacco Policy Research (CTPR) at Washington University in St. Louis and Saint Louis University School of Public Health. A comprehensive evaluation plan has been developed to examine both process and outcome measures for the CPPW grant, including changes in college/university tobacco policies. This report presents the findings from a baseline assessment of tobacco policies in a sample of institutions of higher education in St. Louis County and City.

Audience

These findings are provided to the St. Louis County Department of Health and other CPPW stakeholders, including the Leadership Team and initiative grantees, to help inform intervention efforts for strengthening tobacco policies at institutions of higher education.

METHODS

Sample Selection

The evaluation team collected and assessed policies from ten colleges and universities in St. Louis County and City (Figure 1). The CPPW leadership team and the DOH selected the ten major colleges and universities using a list of accredited institutions obtained from the St. Louis County website.¹ Major colleges/universities from the city were included not only because they were listed on the County's website, but also because they serve a large number of county residents.

Policy Collection

From August 2010 through January 2011, the evaluation team collected tobacco-related policies from institutions of higher education in St. Louis County and City. Two strategies were used: searching institutions' websites and direct follow-up with each institution. The majority of policies and supporting materials were found on the institutions' individual websites. Each institution was then contacted in writing and by phone to determine that the policies posted on the websites were current and that all of the tobacco-related policies had been obtained. Additional data on enrollment and number of employees were collected directly from the institution. College and university residence status was collected online and subsequently verified by each institution.

Policy Assessment

Policies were assessed using the *Higher Education Tobacco Policy Manual and Rating Form*, a standardized tool developed by CTPR (Appendix B). Several items were used to construct the *Higher Education Tobacco Policy* tool, including: *The School Tobacco Policy Index* (designed in 2005 by CTPR),² model policy literature from the American College Health Association³ and the American Lung Association,⁴ and literature relating to college and university tobacco policy development and implementation.⁵⁻¹⁹ This tool was designed specifically to assess policies at institutions of higher education and measure the comprehensiveness of these policies in five domains:

1) Environment: Tobacco free (TF) or Smokefree (SF)

This domain measures the extent to which the institution's grounds, vehicles, events, and non-resident and resident buildings are tobacco free or smokefree.

2) Enforcement

This domain measures the extent to which the policy is enforced.

3) Prevention & Treatment Services

This domain measures the presence of prevention, education, and cessation services in the policy.

4) Organization & Communication

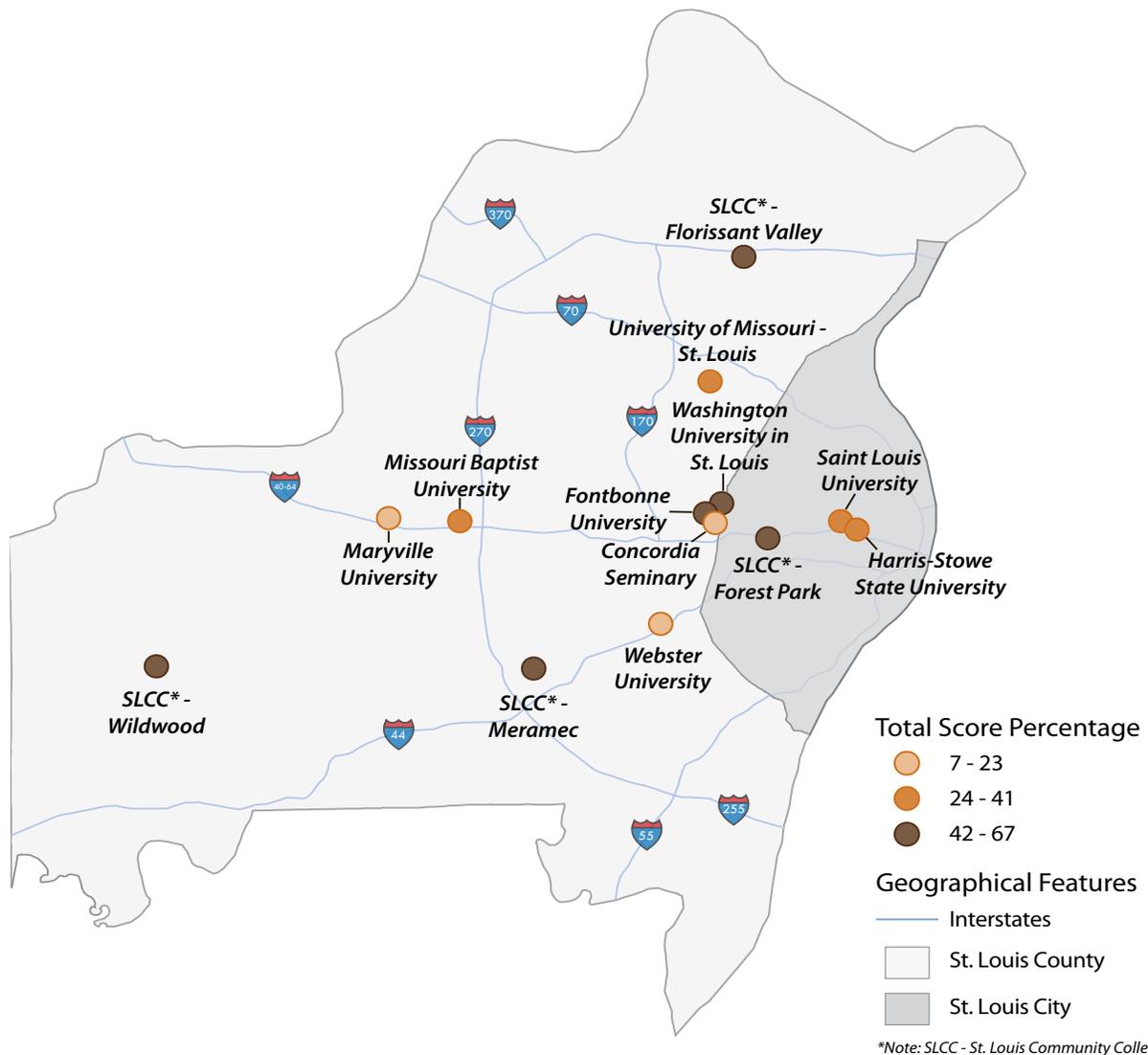
This domain measures the rationale for instituting the policy, the management of the policy, and the extent to which the institution communicates the policy.

5) Promotion of Tobacco Products

This domain measures the extent to which the institution prohibits tobacco-related sales, advertising, and funding, including sponsorship of the institution’s events and property. It also measures the extent to which the institution prohibits financial investments in the tobacco industry, and financial support from the tobacco industry including donations, equipment supplies, and/or material support for research, evaluation, and development.

The four St. Louis Community Colleges had a single unifying policy, and were therefore evaluated as one institution. The Environment domain was assessed based on the residence status of each college and university (i.e., no residences, on-campus residences only, and both on- and off-campus residences), resulting in different total possible scores for each type of institution. Score percentages were calculated based on the total possible points to allow for comparison across all institutions, regardless of residence status.

Figure 1. Location of institutions assessed in St. Louis County and City by total score percentage



The tobacco policy and any additional supporting documents that referenced tobacco (e.g., housing and residential life handbooks, faculty handbooks) were rated for each institution. A list of the types of supporting documentation reviewed is provided in Table 2.

Institutions that phrased items in their policies as “smokefree” rather than “tobacco free” received a weighted score of 0.75 points for each item in the Environment domain. The weighted score of 0.75 was awarded to recognize institutions that have at least adopted a smokefree policy that protects the health of students, employees, and visitors. However, model policies^{3,4,20} outline the need for colleges/universities to adopt comprehensive *tobacco free* policies that include all tobacco products (Appendix C). Since smokefree policies do not apply to all tobacco products, institutions with smokefree policies did not receive full points in this domain.

Three trained analysts rated each institution’s policy independently, and then discussed their differences and came to a consensus on final rating decision.

RESULTS

Tables 3 and 4 list the tobacco policy scores and characteristics of each institution. Policy scores are reported as a percentage of the total possible points. Individual institution profiles and recommendations can be found in Appendix A.

Table 3 highlights the general characteristics of each institution and designates the type of policy currently implemented. As shown in table 4, the average total score across all domains and institutions was 32%. While some of the colleges and universities had smokefree policies, many did not meet the current tobacco free policy standard that restricts the use of all tobacco products. On average, institutions with a tobacco free policy had higher total tobacco policy scores (45% of total possible points) compared to institutions with smokefree policies (27% of total possible points). Also, all institutions with on-campus residences only had smokefree policies, scoring lower on average compared to institutions that did not have residences or that had both on- and off-campus residences.

Environment and Prevention & Treatment were the strongest domains, averaging 41% and 54% of the total possible points, respectively. The Enforcement and Organization & Communication domains averaged 20% and 37% of total possible points, respectively. The Promotion of Tobacco Products domain had the lowest average scores compared to all other domains. In fact, only one institution addressed this domain in its policy at all.

Table 2. Types of documents referring to tobacco

Documents	
Student, Employee, Faculty and Volunteer Handbooks	Student and Employee Benefits Plans
Housing and Residential Handbooks	Counseling, Cessation, and Wellness Resources
Residence Hall Applications & Agreements	Frequently Asked Questions Webpages
Off-campus Housing Contracts	Health & Wellness Policies
Athlete Handbooks	Enforcement Policies
Course Curriculum	Press Releases
Lab/Studio Policies	

Table 3. Institutions of Higher Education: General Characteristics

College/University	Students (#)	Employees (#)	Institution Type	Policy Type
Washington University in St. Louis ^C	13,995	13,819	Private	Tobacco Free
Fontbonne University ^C	2,800	425	Private	Smokefree
St. Louis Community Colleges ^{*A}	27,387	1,663	Public	Tobacco Free
Harris-Stowe State University ^B	2,000	442	Public	Smokefree
Saint Louis University ^B	13,313	6,744	Private	Smokefree
University of Missouri-St. Louis ^B	16,802	1,126	Public	Smokefree
Missouri Baptist University ^C	5,662	527	Private	Tobacco Free
Maryville University ^B	3,676	639	Private	Smokefree
Webster University ^B	8,241	1,344	Private	Smokefree
Concordia Seminary ^B	275	130	Private	Smokefree

A = No Residences, B = Only on-campus residences, C = Both on- and off-campus residences

*Note: St. Louis Community Colleges include four campuses located throughout the St. Louis Metropolitan area (Florissant Valley, Forest Park, Meramec, and Wildwood).

Table 4. Institutions of Higher Education: Tobacco policy index scores

College/University	Environment (%)	Enforcement (%)	Prevention (%)	Communication (%)	Promotion (%)	Total Score (%)
Washington University in St. Louis ^C	85	27	100	57	67	67
Fontbonne University ^C	45	73	60	29	0	45
St. Louis Community Colleges ^{*A}	71	0	60	71	0	42
Harris-Stowe State University ^B	40	55	60	43	0	41
Saint Louis University ^B	26	27	60	43	0	29
University of Missouri-St. Louis ^B	26	0	100	43	0	27
Missouri Baptist University ^C	50	0	0	29	0	24
Maryville University ^B	26	0	100	14	0	23
Webster University ^B	26	18	0	29	0	18
Concordia Seminary ^B	13	0	0	14	0	7
Average	41	20	54	37	7	32

A = No Residences, B = Only on-campus residences, C = Both on- and off-campus residences

*Note: St. Louis Community Colleges includes four campuses located throughout the St. Louis Metropolitan area (Florissant Valley, Forest Park, Meramec and Wildwood).

RECOMMENDATIONS

Based on the overall findings from the baseline evaluation of tobacco policies in institutions of higher education located in St. Louis County and City, the following are possible options to consider when developing effective policy interventions:

1. **Strengthen policies to meet the tobacco free environment policy standard.**

Seven of the colleges and universities (70%) had smokefree policies only, and therefore did not receive full points in the Environment domain. Scores were higher for institutions with tobacco free policies compared to institutions with smokefree policies. Strengthening policies to restrict the use of *all* tobacco products will help to reduce the burden of all tobacco-related illness (*e.g.*, oral cancer due to use of smokeless tobacco).

2. **Establish a central tobacco policy and outline a communication plan.**

The majority of colleges and universities (80%) had adopted several different policies relating to tobacco; however, these policies were often specific to the office in which they were established. Many of these policies had not been adopted or communicated across all departments/divisions and were not applicable to all populations (*e.g.*, only applied to athletes). Centralized policies are easier to convey, follow, and enforce. In order to effectively and consistently convey the tobacco free policy to students, faculty/staff and visitors, colleges and universities should consider creating one central tobacco free policy and developing a plan to communicate the policy across the institution.

3. **Prohibit the sale, distribution, and promotion of tobacco products.**

The Promotion of Tobacco Products domain had the lowest overall average score percentage (7% of total possible points), with 90% of institutions scoring zero points for this domain. In practice, many of the institutions may not have allowed the sale, distribution, or promotion of tobacco products, but they lacked written provisions to indicate such measures. It is important to document policies in writing for effective communication and enforcement.

4. **Strengthen language for policy enforcement.**

Many institutions outlined vague enforcement measures, such as simply stating that the policy will be enforced, and half did not include any provisions regarding policy enforcement. Some institutions called for community enforcement or voluntary compliance, but did not identify consequences and/or enforcers. Other institutions included provisions for enforcement of the policy for students, but did not mention other populations. Overall, the policy will be most effective if there are clear consequences outlined for *all* who violate the policy.

5. **Develop a comprehensive tobacco free model policy for colleges/universities.**

To ensure that the colleges/universities adopt a tobacco free policy that will meet the tobacco free goal, the DOH should consider developing a strongly worded comprehensive tobacco free model policy template utilizing components from Appendix C, and promote adoption across the institution.

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APPENDIX A

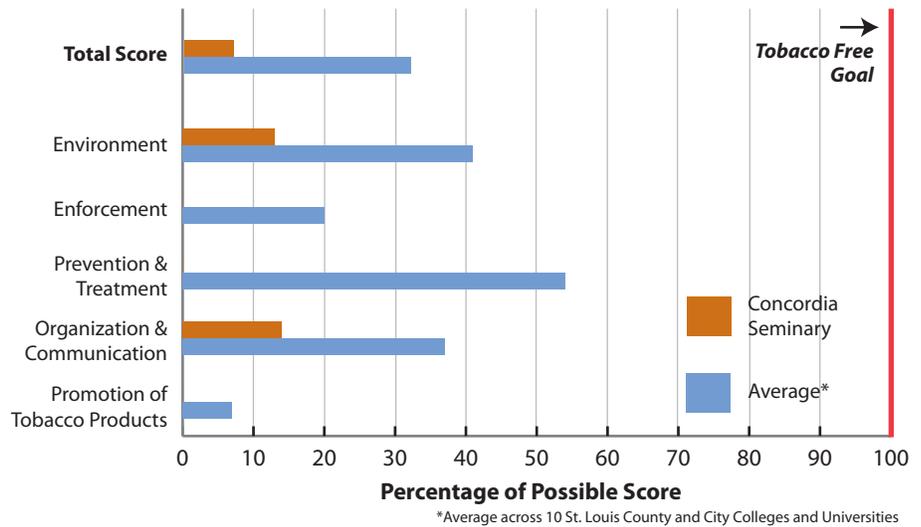
Individual College/University Assessment Profiles

Concordia Seminary

Assessment Date: March 10, 2011

SUMMARY

Concordia Seminary scored the lowest among the evaluated institutions in St. Louis County and City, achieving 7% of the total Tobacco Policy Index score. Tobacco policy scores were low across all domains. While Concordia had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure that all staff, students, and visitors are protected from the adverse health effects of all forms of tobacco use.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Concordia Seminary should consider making the following revisions to its current policies:

ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy indicates that resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by students, faculty/staff, and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Offer and promote prevention/education services or initiatives that support non-use and address the risks of tobacco use.
- Provide cessation services or referrals to faculty/staff and students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Provide a comprehensive definition of tobacco products and a rationale for prohibiting tobacco on institution premises.
- Include an applicable enforcement or adoption date for the policy.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Concordia Seminary: 3.25/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)									
Students			Faculty			Visitors			
↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.1 college/university grounds	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.5 college/university grounds	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.9 college/university grounds	
↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.2 college/university non-resident buildings	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.6 college/university non-resident buildings	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.10 college/university non-resident buildings	
↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.3 vehicles	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.7 vehicles	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.11 vehicles	
↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.4 college/university sponsored events	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.8 college/university sponsored events	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.12 college/university sponsored events	
↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.13 24 hours/day, 365 days/year							
Yes—TF <input checked="" type="radio"/> No 1.14 policy indicates all tobacco products <i>(Note: A SF policy is not comprehensive and will not receive a point for this item.)</i>									
Total all "Yes-SF" responses for Items 1.1-1.13 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>									
Total all "Yes-TF" responses for Items 1.1-1.14 <u>0</u> x 1.00 = TF SUBTOTAL <u>0</u>									
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>0</u> / 14									
ENVIRONMENT: RESIDENTIAL POLICIES									
Complete 1A if this college/university has NO residences.									
Complete 1B if this college/university has ONLY on-campus residences.									
Complete 1C if this college/university has BOTH on- and off-campus residences.									
Please complete ONLY ONE of the three sections below: 1A , 1B or 1C									

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL. ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B	Students			Faculty			Visitors		
	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.15 college/university residences on-campus	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.16 college/university residences on-campus	↓ Yes ↓ TF SF	<input checked="" type="radio"/> No	1.17 college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17 <u>3</u> x 0.75 = SF SUBTOTAL <u>2.25</u>									
Total all "Yes-TF" responses for Items 1.15-1.17 <u>0</u> x 1.00 = TF SUBTOTAL <u>0</u>									
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL									
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>2.25</u> / 17									

1C	Students			Faculty			Visitors		
	↓ Yes ↓ TF SF	<input type="radio"/> No	1.15 college/university residences on-campus	↓ Yes ↓ TF SF	<input type="radio"/> No	1.16 college/university residences on-campus	↓ Yes ↓ TF SF	<input type="radio"/> No	1.17 college/university residences on-campus
	↓ Yes ↓ TF SF	<input type="radio"/> No	1.18 college/university residences off-campus	↓ Yes ↓ TF SF	<input type="radio"/> No	1.19 college/university residences off-campus	↓ Yes ↓ TF SF	<input type="radio"/> No	1.20 college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20 <u>--</u> x 0.75 = SF SUBTOTAL <u>--</u>									
Total all "Yes-TF" responses for Items 1.15-1.20 <u>--</u> x 1.00 = TF SUBTOTAL <u>--</u>									
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL									
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>--</u> / 20									

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Student Handbook

Concordia Seminary (cont.)

2 ENFORCEMENT								
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>		
Yes	<input type="radio"/> No	2.1 general enforcement	Yes	<input type="radio"/> No	2.5 general enforcement	Yes	<input type="radio"/> No	2.9 general enforcement
Yes	<input type="radio"/> No	2.2 identifies specific enforcement	Yes	<input type="radio"/> No	2.6 identifies specific enforcement	Yes	<input type="radio"/> No	2.10 identifies specific enforcement
Yes	<input type="radio"/> No	2.3 mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input type="radio"/> No	2.7 mention of cessation and/or education, not just punitive measures for violation(s)			
Yes	<input type="radio"/> No	2.4 establishes designated individual(s) for enforcement	Yes	<input type="radio"/> No	2.8 establishes designated individual(s) for enforcement			
Yes	<input type="radio"/> No	2.11 prohibits possession for anyone under the age of 18						
Total all "Yes" responses for Items 2.1-2.11						ENFORCEMENT SCORE: <u>0</u> / 11		

3 PREVENTION & TREATMENT SERVICES								
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>		
Yes	<input type="radio"/> No	3.1 prevention/ education services or initiatives for tobacco non-use offered	Yes	<input type="radio"/> No	3.2 general cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.4 general cessation for tobacco-use dependence
			Yes	<input type="radio"/> No	3.3 specific cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.5 specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5						PREVENTION & TREATMENT SCORE: <u>0</u> / 5		

4 ORGANIZATION & COMMUNICATION								
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>		
<input type="radio"/> Yes	No	4.1 general communication of the policy	Yes	<input type="radio"/> No	4.4 any rationale given for health or environmental consequences	Yes	<input type="radio"/> No	4.6 applicable enforcement or adoption date
Yes	<input type="radio"/> No	4.2 policy references printed/online materials				Yes	<input type="radio"/> No	4.7 individual(s) identified to review and/or update the policy
Yes	<input type="radio"/> No	4.3 policy references signage						
Total all "Yes" responses for Items 4.1-4.7						ORGANIZATION & COMMUNICATION SCORE: <u>1</u> / 7		

Concordia Seminary (cont.)

5 PROMOTION OF TOBACCO PRODUCTS					
Advertising/Sponsorship		Sales/Distribution		Tobacco Industry Funding	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property		
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university				
Total all "Yes" responses for Items 5.1-5.6				PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> 3.25 </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> -- </u> / 49

Developed by:

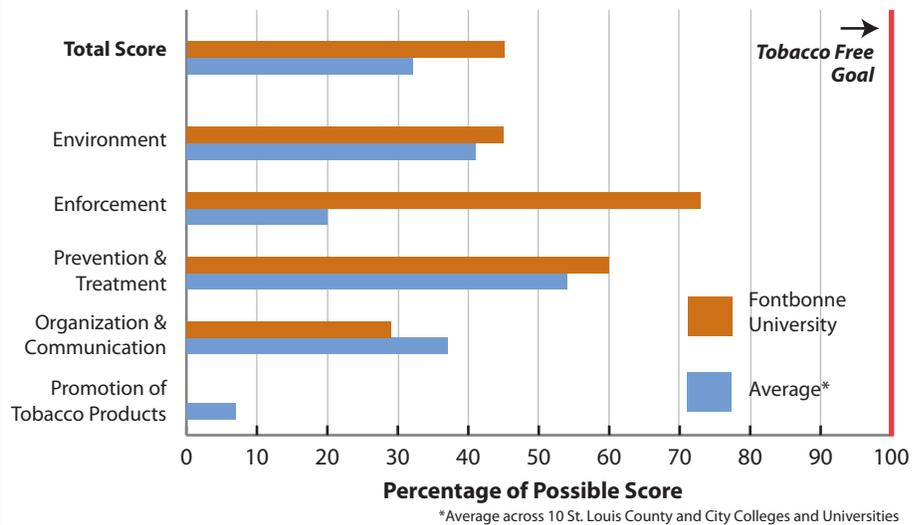


Fontbonne University

Assessment Date: March 10, 2011

SUMMARY

Fontbonne University scored above average among the evaluated institutions in St. Louis County and City, achieving 45% of the total Tobacco Policy Index score. While Fontbonne had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use. Particular attention should also be paid to the Promotion of Tobacco Products domain.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Fontbonne University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, resident (both on- and off-campus) and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy indicates that campus grounds, non-resident buildings, and both on- and off-campus residences are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Offer and promote prevention/education services or initiatives that support non-use and address the risks of tobacco use.
- Provide specific cessation services or referrals to students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop printed materials to communicate the policy and outline communication methods in the policy.
- Provide a comprehensive definition of tobacco products and a rationale for prohibiting tobacco on institution premises.
- Include an applicable enforcement or adoption date for the policy.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Fontbonne University: 22/49

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1C - BOTH On- & Off-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)												
Students				Faculty				Visitors				
↓ Yes ↓ TF SF	No	1.1	college/university grounds	↓ Yes ↓ TF SF	No	1.5	college/university grounds	↓ Yes ↓ TF SF	No	1.9	college/university grounds	
↓ Yes ↓ TF SF	No	1.2	college/university non-resident buildings	↓ Yes ↓ TF SF	No	1.6	college/university non-resident buildings	↓ Yes ↓ TF SF	No	1.10	college/university non-resident buildings	
↓ Yes ↓ TF SF	No	1.3	vehicles	↓ Yes ↓ TF SF	No	1.7	vehicles	↓ Yes ↓ TF SF	No	1.11	vehicles	
↓ Yes ↓ TF SF	No	1.4	college/university sponsored events	↓ Yes ↓ TF SF	No	1.8	college/university sponsored events	↓ Yes ↓ TF SF	No	1.12	college/university sponsored events	
↓ Yes ↓ TF SF	No	1.13	24 hours/day, 365 days/year									
Yes—TF	No	1.14	policy indicates all tobacco products <i>(Note: A SF policy is not comprehensive and will not receive a point for this item.)</i>									
Total all "Yes-SF" responses for Items 1.1-1.13										6	x 0.75 = SF SUBTOTAL	4.5
Total all "Yes-TF" responses for Items 1.1-1.14										0	x 1.00 = TF SUBTOTAL	0
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL											4.5	/ 14
ENVIRONMENT: RESIDENTIAL POLICIES												
Complete 1A if this college/university has NO residences.												
Complete 1B if this college/university has ONLY on-campus residences.												
Complete 1C if this college/university has BOTH on- and off-campus residences.												
Please complete ONLY ONE of the three sections below: 1A, 1B or 1C												

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.
ENVIRONMENT NO RESIDENCES SCORE: -- / 14

Students				Faculty				Visitors						
↓ Yes ↓ TF SF	No	1.15	college/university residences on-campus	↓ Yes ↓ TF SF	No	1.16	college/university residences on-campus	↓ Yes ↓ TF SF	No	1.17	college/university residences on-campus			
Total all "Yes-SF" responses for Items 1.15-1.17												___	x 0.75 = SF SUBTOTAL	___
Total all "Yes-TF" responses for Items 1.15-1.17												___	x 1.00 = TF SUBTOTAL	___
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL														
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: -- / 17														

Students				Faculty				Visitors				
↓ Yes ↓ TF SF	No	1.15	college/university residences on-campus	↓ Yes ↓ TF SF	No	1.16	college/university residences on-campus	↓ Yes ↓ TF SF	No	1.17	college/university residences on-campus	
↓ Yes ↓ TF SF	No	1.18	college/university residences off-campus	↓ Yes ↓ TF SF	No	1.19	college/university residences off-campus	↓ Yes ↓ TF SF	No	1.20	college/university residences off-campus	
Total all "Yes-SF" responses for Items 1.15-1.20										6	x 0.75 = SF SUBTOTAL	4.5
Total all "Yes-TF" responses for Items 1.15-1.20										0	x 1.00 = TF SUBTOTAL	0
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL												
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: 9 / 20												

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Fontbonne Full Policy Binder - Volume II: Campus Community Policies • Residence Hall Handbook • Medaille Hall/St. Joseph Contract • Cotta Hall Off Campus Contract • Summer Off Campus Addendum • No-Smoking Policy Statement

Fontbonne University (cont.)

2 ENFORCEMENT											
<i>Students</i>				<i>Faculty</i>				<i>Visitors</i>			
<input checked="" type="radio"/> Yes	No	2.1	general enforcement	<input checked="" type="radio"/> Yes	No	2.5	general enforcement	<input checked="" type="radio"/> Yes	No	2.9	general enforcement
<input checked="" type="radio"/> Yes	No	2.2	identifies specific enforcement	<input checked="" type="radio"/> Yes	No	2.6	identifies specific enforcement	<input checked="" type="radio"/> Yes	No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
<input checked="" type="radio"/> Yes	No	2.4	establishes designated individual(s) for enforcement	<input checked="" type="radio"/> Yes	No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>8</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>				<i>Cessation—Students</i>				<i>Cessation—Faculty/Staff</i>			
Yes	<input checked="" type="radio"/> No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				Yes	<input checked="" type="radio"/> No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>3</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>				<i>Rationale</i>				<i>Management</i>			
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	Yes	<input checked="" type="radio"/> No	4.4	any rationale given for health or environmental consequences	Yes	<input checked="" type="radio"/> No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	Yes	<input checked="" type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
<input checked="" type="radio"/> Yes	No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>2</u> / 7	

Fontbonne University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS			
Advertising/Sponsorship	Sales/Distribution	Tobacco Industry Funding	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1 prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2 prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property		
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university			
Total all "Yes" responses for Items 5.1-5.6		PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> -- </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> 22 </u> / 49

Developed by:

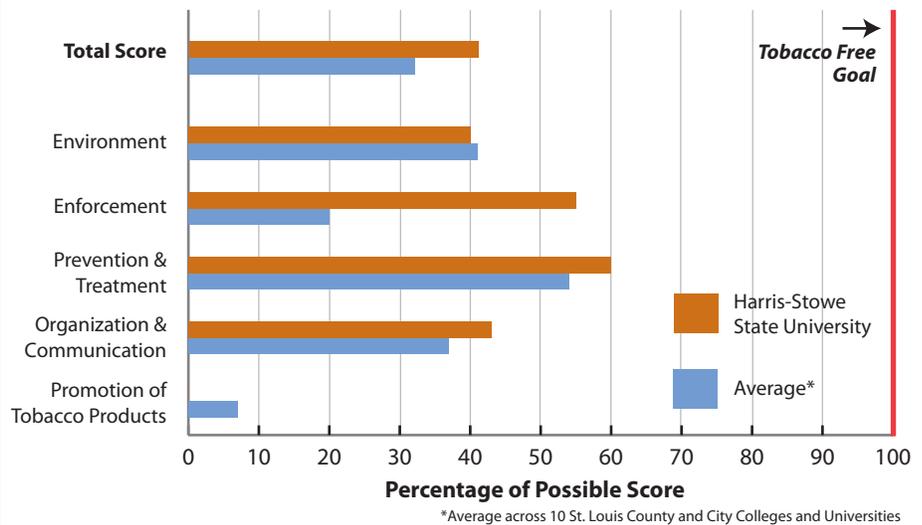


Harris-Stowe State University

Assessment Date: March 10, 2011

SUMMARY

Harris-Stowe State University scored above average among the evaluated institutions in St. Louis County and City, achieving 41% of the total Tobacco Policy Index score. The university had the second highest score for Enforcement. While Harris-Stowe had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Harris-Stowe State University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy indicates that grounds, and resident and non-resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by faculty/staff and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Offer and promote prevention/education services or initiatives that support non-use and address the risks of tobacco use.
- Provide specific cessation services or referrals to faculty/staff and students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Provide a comprehensive definition of tobacco products.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Harris-Stowe State University: 18.75/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students	Faculty	Visitors
Yes TF <input checked="" type="radio"/> SF No 1.1 college/university grounds	Yes TF <input checked="" type="radio"/> SF No 1.5 college/university grounds	Yes TF <input checked="" type="radio"/> SF No 1.9 college/university grounds
Yes TF <input checked="" type="radio"/> SF No 1.2 college/university non-resident buildings	Yes TF <input checked="" type="radio"/> SF No 1.6 college/university non-resident buildings	Yes TF <input checked="" type="radio"/> SF No 1.10 college/university non-resident buildings
Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.3 vehicles	Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.7 vehicles	Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.11 vehicles
Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.4 college/university sponsored events	Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.8 college/university sponsored events	Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.12 college/university sponsored events
Yes TF <input type="radio"/> SF <input checked="" type="radio"/> No 1.13 24 hours/day, 365 days/year		
Yes—TF <input checked="" type="radio"/> No 1.14 policy indicates all tobacco products (<i>Note: A SF policy is not comprehensive and will not receive a point for this item.</i>)		
Total all "Yes-SF" responses for Items 1.1-1.13 <u>6</u> x 0.75 = SF SUBTOTAL <u>4.5</u>		
Total all "Yes-TF" responses for Items 1.1-1.14 <u>0</u> x 1.00 = TF SUBTOTAL <u>0</u>		
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>4.5</u> / 14		

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.

Please complete **ONLY ONE** of the three sections below: **1A**, **1B** or **1C**

1A

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B

Students	Faculty	Visitors
Yes TF <input checked="" type="radio"/> SF No 1.15 college/university residences on-campus	Yes TF <input checked="" type="radio"/> SF No 1.16 college/university residences on-campus	Yes TF <input checked="" type="radio"/> SF No 1.17 college/university residences on-campus

Total all "Yes-SF" responses for Items 1.15-1.17 3 x 0.75 = SF SUBTOTAL 2.25

Total all "Yes-TF" responses for Items 1.15-1.17 0 x 1.00 = TF SUBTOTAL 0

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: 6.75 / 17

1C

Students	Faculty	Visitors
Yes TF <input type="radio"/> SF No 1.15 college/university residences on-campus	Yes TF <input type="radio"/> SF No 1.16 college/university residences on-campus	Yes TF <input type="radio"/> SF No 1.17 college/university residences on-campus
Yes TF <input type="radio"/> SF No 1.18 college/university residences off-campus	Yes TF <input type="radio"/> SF No 1.19 college/university residences off-campus	Yes TF <input type="radio"/> SF No 1.20 college/university residences off-campus

Total all "Yes-SF" responses for Items 1.15-1.20 -- x 0.75 = SF SUBTOTAL --

Total all "Yes-TF" responses for Items 1.15-1.20 -- x 1.00 = TF SUBTOTAL --

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: -- / 20

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Application for Housing • Summer 2010 Course Schedule • Spring 2011 Course Schedule • University Bulletin 2008 - 2010 • Faculty Personnel Policies and Procedures Manual Spring 2010 Edition • Harris-Stowe Extends Smoking Ban to Outdoors Press Release

Harris-Stowe State University (cont.)

2 ENFORCEMENT											
<i>Students</i>				<i>Faculty</i>				<i>Visitors</i>			
<input checked="" type="radio"/> Yes	No	2.1	general enforcement	<input checked="" type="radio"/> Yes	No	2.5	general enforcement	<input checked="" type="radio"/> Yes	No	2.9	general enforcement
<input checked="" type="radio"/> Yes	No	2.2	identifies specific enforcement	Yes	<input type="radio"/> No	2.6	identifies specific enforcement	Yes	<input type="radio"/> No	2.10	identifies specific enforcement
Yes	<input type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
<input checked="" type="radio"/> Yes	No	2.4	establishes designated individual(s) for enforcement	<input checked="" type="radio"/> Yes	No	2.8	establishes designated individual(s) for enforcement				
Yes	<input type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>6</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>				<i>Cessation—Students</i>				<i>Cessation—Faculty/Staff</i>			
Yes	<input type="radio"/> No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				Yes	<input type="radio"/> No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>3</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>				<i>Rationale</i>				<i>Management</i>			
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	No	4.6	applicable enforcement or adoption date
Yes	<input type="radio"/> No	4.2	policy references printed/online materials	Yes	<input type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>3</u> / 7	

Harris-Stowe State University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS		
Advertising/Sponsorship	Sales/Distribution	Tobacco Industry Funding
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1 prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4 prohibits the sale and distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2 prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5 prohibits the sale and distribution of tobacco-related products & merchandise on college/university property	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university		
Total all "Yes" responses for Items 5.1-5.6		PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u>18.75</u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> -- </u> / 49

Developed by:

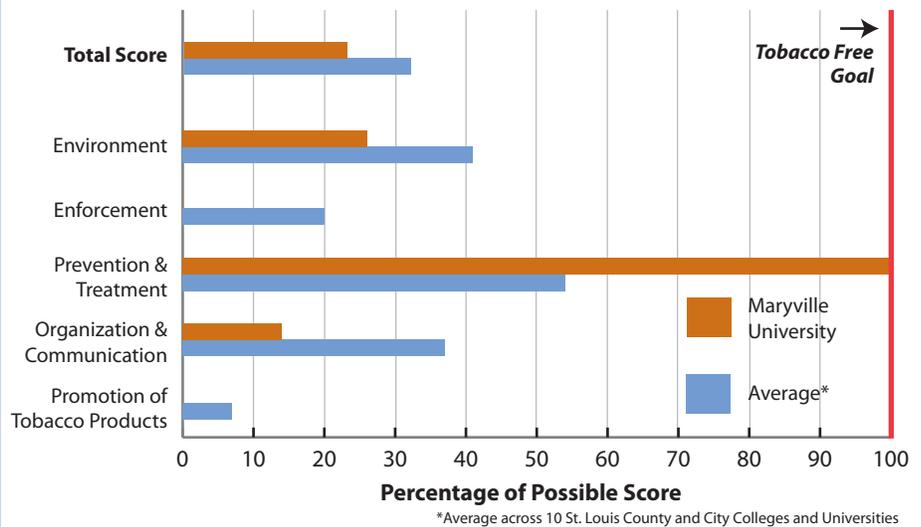


Maryville University

Assessment Date: March 10, 2011

SUMMARY

Maryville University scored below average among the evaluated institutions in St. Louis County and City, achieving 23% of the total Tobacco Policy Index score. The university scored all possible points in the Prevention and Treatment Services domain. While Maryville had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Maryville University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by all students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy specifies that tobacco use is prohibited by athletes only. Also, the policy currently indicates that resident and non-resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by all students, faculty/staff, and visitors. Currently, the policy identifies specific consequences for violations of the policy for athletes only.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Designate an individual to review and update the policy.
- Provide a comprehensive definition of tobacco products and a rationale for prohibiting tobacco on institution premises.
- Include an applicable enforcement or adoption date for the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Maryville University: 10.5/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)														
Students			Faculty			Visitors								
Yes TF	SF	No	1.1	college/university grounds	Yes TF	SF	No	1.5	college/university grounds	Yes TF	SF	No	1.9	college/university grounds
Yes TF	SF	No	1.2	college/university non-resident buildings	Yes TF	SF	No	1.6	college/university non-resident buildings	Yes TF	SF	No	1.10	college/university non-resident buildings
Yes TF	SF	No	1.3	vehicles	Yes TF	SF	No	1.7	vehicles	Yes TF	SF	No	1.11	vehicles
Yes TF	SF	No	1.4	college/university sponsored events	Yes TF	SF	No	1.8	college/university sponsored events	Yes TF	SF	No	1.12	college/university sponsored events
Yes TF	SF	No	1.13	24 hours/day, 365 days/year										
Yes—TF	SF	No	1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)										
Total all "Yes-SF" responses for Items 1.1-1.13 <u>3</u> x 0.75 = SF SUBTOTAL <u>2.25</u>														
Total all "Yes-TF" responses for Items 1.1-1.14 <u>0</u> x 1.00 = TF SUBTOTAL <u>0</u>														
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>2.25</u> / 14														
ENVIRONMENT: RESIDENTIAL POLICIES														
Complete 1A if this college/university has NO residences.														
Complete 1B if this college/university has ONLY on-campus residences.														
Complete 1C if this college/university has BOTH on- and off-campus residences.														
Please complete ONLY ONE of the three sections below: 1A, 1B or 1C														

1A

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B

Students			Faculty			Visitors								
Yes TF	SF	No	1.15	college/university residences on-campus	Yes TF	SF	No	1.16	college/university residences on-campus	Yes TF	SF	No	1.17	college/university residences on-campus

Total all "Yes-SF" responses for Items 1.15-1.17 3 x 0.75 = SF SUBTOTAL 2.25

Total all "Yes-TF" responses for Items 1.15-1.17 0 x 1.00 = TF SUBTOTAL 0

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: 4.5 / 17

1C

Students			Faculty			Visitors								
Yes TF	SF	No	1.15	college/university residences on-campus	Yes TF	SF	No	1.16	college/university residences on-campus	Yes TF	SF	No	1.17	college/university residences on-campus
Yes TF	SF	No	1.18	college/university residences off-campus	Yes TF	SF	No	1.19	college/university residences off-campus	Yes TF	SF	No	1.20	college/university residences off-campus

Total all "Yes-SF" responses for Items 1.15-1.20 -- x 0.75 = SF SUBTOTAL --

Total all "Yes-TF" responses for Items 1.15-1.20 -- x 1.00 = TF SUBTOTAL --

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: -- / 20

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Student Athlete Handbook • Student Handbook • Residential Life Living Guide • Residential Life Terms & Conditions • About Health & Wellness • Health Online • Health Opportunities & Programming • Student Health Form • CHOICES Grant • Quitnet • Benefits Plan

Maryville University (cont.)

2 ENFORCEMENT											
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>					
Yes	<input checked="" type="radio"/> No	2.1	general enforcement	Yes	<input checked="" type="radio"/> No	2.5	general enforcement	Yes	<input checked="" type="radio"/> No	2.9	general enforcement
Yes	<input checked="" type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input checked="" type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>0</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>					
<input checked="" type="radio"/> Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				<input checked="" type="radio"/> Yes	No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>5</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>					
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	Yes	<input checked="" type="radio"/> No	4.4	any rationale given for health or environmental consequences	Yes	<input checked="" type="radio"/> No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	Yes	<input checked="" type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input checked="" type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>1</u> / 7	

Maryville University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS					
Advertising/Sponsorship		Sales/Distribution		Tobacco Industry Funding	
Yes	<input checked="" type="radio"/> No	5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes	<input checked="" type="radio"/> No
				5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events
					5.6
					prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes	<input checked="" type="radio"/> No	5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes	<input checked="" type="radio"/> No
				5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property
Yes	<input checked="" type="radio"/> No	5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university		
Total all "Yes" responses for Items 5.1-5.6				PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u>--</u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u>10.5</u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u>--</u> / 49

Developed by:

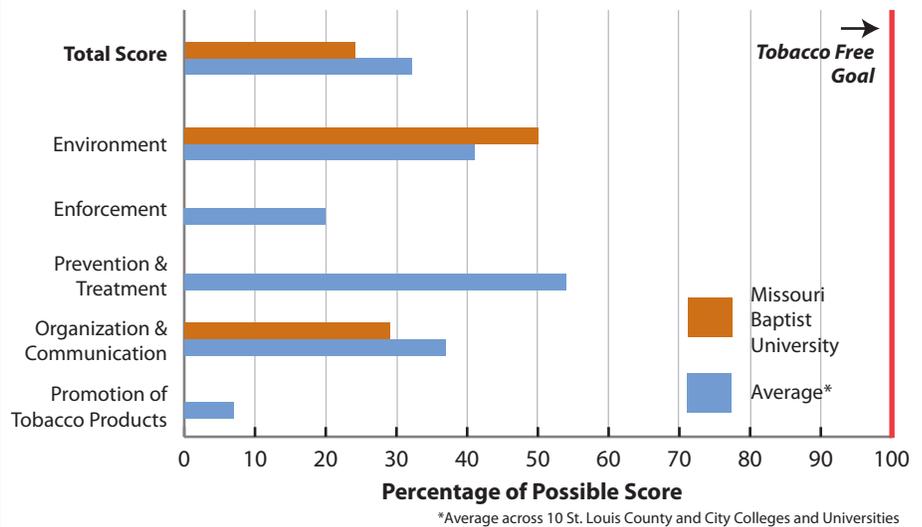


Missouri Baptist University

Assessment Date: March 10, 2011

SUMMARY

Missouri Baptist University scored below average among the evaluated institutions in St. Louis County and City, achieving 24% of the total Tobacco Policy Index score. The Enforcement and Prevention and Treatment Services domains are two particular areas of improvement. Neither domain received any points.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Missouri Baptist University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, off-campus resident buildings, and at institution-sponsored events.
- Specify that tobacco use is prohibited in all vehicles to avoid confusion and/or misinterpretation of the policy. Currently, the policy prohibits tobacco use in "...any of the University buildings or vehicles." This is not entirely clear and can be interpreted to mean "University vehicles" or "all vehicles."
- State that the tobacco policy is in place 24 hours per day and 365 days per year.

ENFORCEMENT

- Identify specific consequences for violations of the policy by students, faculty/staff, and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Offer and promote prevention/education services or initiatives that support non-use and address the risks of tobacco use.
- Provide cessation services or referrals to faculty/staff and students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Include an applicable enforcement or adoption date, specifying month and year, for the policy.
- Designate an individual to review and update the policy.
- Provide a comprehensive definition of tobacco products.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Missouri Baptist University: 12/49

POLICY STATUS: **Tobacco Free**

RESIDENCE STATUS: **1C - BOTH On- & Off-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students	Faculty	Visitors
Yes No TF SF No 1.1 college/university grounds	Yes No TF SF No 1.5 college/university grounds	Yes No TF SF No 1.9 college/university grounds
Yes No TF SF TF 1.2 college/university non-resident buildings	Yes No TF SF TF 1.6 college/university non-resident buildings	Yes No TF SF TF 1.10 college/university non-resident buildings
Yes No TF SF TF 1.3 vehicles	Yes No TF SF TF 1.7 vehicles	Yes No TF SF TF 1.11 vehicles
Yes No TF SF No 1.4 college/university sponsored events	Yes No TF SF No 1.8 college/university sponsored events	Yes No TF SF No 1.12 college/university sponsored events
Yes No 1.13 24 hours/day, 365 days/year TF SF No		
Yes No 1.14 policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.) TF SF TF		
Total all "Yes-SF" responses for Items 1.1-1.13 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>		
Total all "Yes-TF" responses for Items 1.1-1.14 <u>7</u> x 1.00 = TF SUBTOTAL <u>7</u>		
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>7</u> / 14		

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.
Please complete ONLY ONE of the three sections below: 1A, 1B or 1C

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B

Students	Faculty	Visitors
Yes No TF SF No 1.15 college/university residences on-campus	Yes No TF SF No 1.16 college/university residences on-campus	Yes No TF SF No 1.17 college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17 _____ x 0.75 = SF SUBTOTAL _____		
Total all "Yes-TF" responses for Items 1.15-1.17 _____ x 1.00 = TF SUBTOTAL _____		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>--</u> / 17		

1C

Students	Faculty	Visitors
Yes No TF SF TF 1.15 college/university residences on-campus	Yes No TF SF TF 1.16 college/university residences on-campus	Yes No TF SF TF 1.17 college/university residences on-campus
Yes No TF SF No 1.18 college/university residences off-campus	Yes No TF SF No 1.19 college/university residences off-campus	Yes No TF SF No 1.20 college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>		
Total all "Yes-TF" responses for Items 1.15-1.20 <u>3</u> x 1.00 = TF SUBTOTAL <u>3</u>		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>10</u> / 20		

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Missouri Baptist 2010 - 11 Student Handbook • Housing Application

Missouri Baptist University (cont.)

2 ENFORCEMENT											
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>					
Yes	<input type="radio"/> No	2.1	general enforcement	Yes	<input type="radio"/> No	2.5	general enforcement	Yes	<input type="radio"/> No	2.9	general enforcement
Yes	<input type="radio"/> No	2.2	identifies specific enforcement	Yes	<input type="radio"/> No	2.6	identifies specific enforcement	Yes	<input type="radio"/> No	2.10	identifies specific enforcement
Yes	<input type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11									ENFORCEMENT SCORE:		<u>0</u> / 11

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>					
Yes	<input type="radio"/> No	3.1	prevention/ education services or initiatives for tobacco non-use offered	Yes	<input type="radio"/> No	3.2	general cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.4	general cessation for tobacco-use dependence
				Yes	<input type="radio"/> No	3.3	specific cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5									PREVENTION & TREATMENT SCORE:		<u>0</u> / 5

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>					
<input type="radio"/> Yes	No	4.1	general communication of the policy	<input type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	Yes	<input type="radio"/> No	4.6	applicable enforcement or adoption date
Yes	<input type="radio"/> No	4.2	policy references printed/online materials	Yes	<input type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7									ORGANIZATION & COMMUNICATION SCORE:		<u>2</u> / 7

Missouri Baptist University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS					
Advertising/Sponsorship		Sales/Distribution		Tobacco Industry Funding	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property		
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university				
Total all "Yes" responses for Items 5.1-5.6				PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> -- </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> 12 </u> / 49

Developed by:

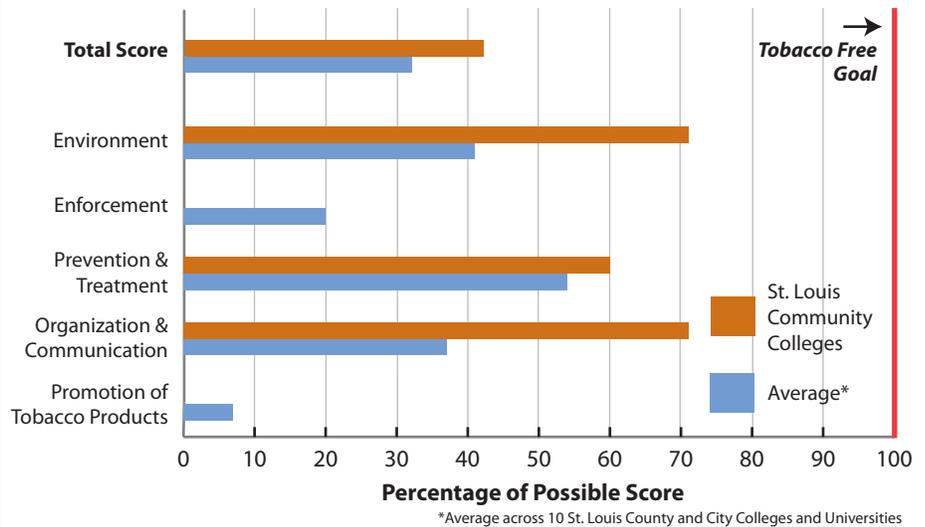


St. Louis Community Colleges

Assessment Date: March 10, 2011

SUMMARY

St. Louis Community Colleges scored above average among the evaluated institutions in St. Louis County and City, achieving 42% of the total Tobacco Policy Index score. However, special attention should be put into improving the Enforcement and Promotion of Tobacco Products domains, in which the colleges received no points.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, the St. Louis Community Colleges should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors at institution-sponsored events.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.

ENFORCEMENT

- Identify specific consequences for violations of the policy by students, faculty/staff, and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Provide specific cessation services or referrals to faculty/staff and students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop printed materials to communicate the policy and outline communication methods in the policy.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

St. Louis Community Colleges: 18/43

POLICY STATUS: **Tobacco Free**
 RESIDENCE STATUS: **1A - NO Residences**
 ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)											
Students				Faculty				Visitors			
Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.1	college/university grounds	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.5	college/university grounds	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.9	college/university grounds
Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.2	college/university non-resident buildings	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.6	college/university non-resident buildings	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.10	college/university non-resident buildings
Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.3	vehicles	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.7	vehicles	Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.11	vehicles
Yes <input type="radio"/> TF <input checked="" type="radio"/> SF	No	1.4	college/university sponsored events	Yes <input type="radio"/> TF <input checked="" type="radio"/> SF	No	1.8	college/university sponsored events	Yes <input type="radio"/> TF <input checked="" type="radio"/> SF	No	1.12	college/university sponsored events
Yes <input type="radio"/> TF <input checked="" type="radio"/> SF	No	1.13	24 hours/day, 365 days/year								
Yes <input checked="" type="radio"/> TF <input type="radio"/> SF	No	1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)								
Total all "Yes-SF" responses for Items 1.1-1.13 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>											
Total all "Yes-TF" responses for Items 1.1-1.14 <u>10</u> x 1.00 = TF SUBTOTAL <u>10</u>											
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>10</u> / 14											
ENVIRONMENT: RESIDENTIAL POLICIES											
Complete 1A if this college/university has NO residences.											
Complete 1B if this college/university has ONLY on-campus residences.											
Complete 1C if this college/university has BOTH on- and off-campus residences.											
Please complete ONLY ONE of the three sections below: 1A , 1B or 1C											

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL. **ENVIRONMENT NO RESIDENCES SCORE: 10 / 14**

1B											
Students				Faculty				Visitors			
Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.15	college/university residences on-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.16	college/university residences on-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.17	college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17 <u>--</u> x 0.75 = SF SUBTOTAL <u>--</u>											
Total all "Yes-TF" responses for Items 1.15-1.17 <u>--</u> x 1.00 = TF SUBTOTAL <u>--</u>											
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL											
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>--</u> / 17											

1C											
Students				Faculty				Visitors			
Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.15	college/university residences on-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.16	college/university residences on-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.17	college/university residences on-campus
Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.18	college/university residences off-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.19	college/university residences off-campus	Yes <input type="radio"/> TF <input type="radio"/> SF	No	1.20	college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20 <u>--</u> x 0.75 = SF SUBTOTAL <u>--</u>											
Total all "Yes-TF" responses for Items 1.15-1.20 <u>--</u> x 1.00 = TF SUBTOTAL <u>--</u>											
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL											
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>--</u> / 20											

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Tobacco Cessation Resources • Tobacco Free for You and Me • District wide Tobacco Ban

St. Louis Community Colleges (cont.)

2 ENFORCEMENT											
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>					
Yes	<input checked="" type="radio"/> No	2.1	general enforcement	Yes	<input checked="" type="radio"/> No	2.5	general enforcement	Yes	<input checked="" type="radio"/> No	2.9	general enforcement
Yes	<input checked="" type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input checked="" type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>0</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>					
<input checked="" type="radio"/> Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				Yes	<input checked="" type="radio"/> No	3.3	specific cessation for tobacco-use dependence	Yes	<input checked="" type="radio"/> No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>3</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>					
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	<input checked="" type="radio"/> Yes	No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
<input checked="" type="radio"/> Yes	No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>5</u> / 7	

St. Louis Community Colleges (cont.)

5 PROMOTION OF TOBACCO PRODUCTS			
Advertising/Sponsorship	Sales/Distribution	Tobacco Industry Funding	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1 prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2 prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property		
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university			
Total all "Yes" responses for Items 5.1-5.6		PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u>18</u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u>--</u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u>--</u> / 49

Developed by:

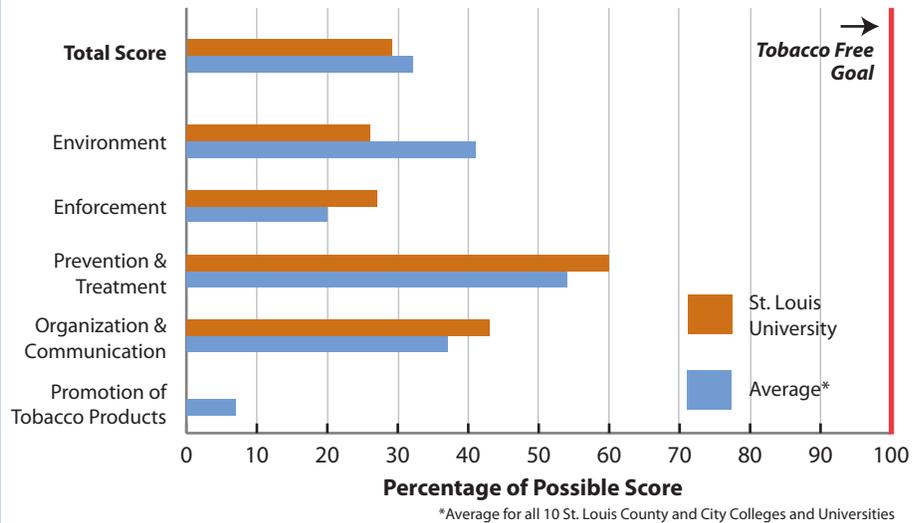


Saint Louis University

Assessment Date: March 10, 2011

SUMMARY

Saint Louis University scored slightly below average among the evaluated institutions in St. Louis County and City, achieving 29% of the total Tobacco Policy Index score. While the university had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use. Particular attention should also be paid to the Promotion of Tobacco Products domain, in which the university received zero points.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Saint Louis University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by all students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy specifies that tobacco use is prohibited by athletes only. Also, the policy currently indicates that resident and non-resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by all students and visitors. For faculty/staff, clearly define “corrective counseling.” Currently, the policy identifies specific consequences for violations of the policy for athletes only: student enforcement policies should apply to all students.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy for students.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Provide cessation services or referrals to students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Provide a comprehensive definition of tobacco products.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Saint Louis University: 13.5/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)															
Students			Faculty			Visitors									
Yes TF	No SF	No	1.1	college/university grounds	Yes TF	No SF	No	1.5	college/university grounds	Yes TF	No SF	No	1.9	college/university grounds	
Yes TF	No SF	No	1.2	college/university non-resident buildings	Yes TF	No SF	No	1.6	college/university non-resident buildings	Yes TF	No SF	No	1.10	college/university non-resident buildings	
Yes TF	No SF	No	1.3	vehicles	Yes TF	No SF	No	1.7	vehicles	Yes TF	No SF	No	1.11	vehicles	
Yes TF	No SF	No	1.4	college/university sponsored events	Yes TF	No SF	No	1.8	college/university sponsored events	Yes TF	No SF	No	1.12	college/university sponsored events	
Yes TF	No SF	No	1.13	24 hours/day, 365 days/year											
Yes—TF	No SF	No	1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)											
Total all "Yes-SF" responses for Items 1.1-1.13										3	x 0.75 = SF SUBTOTAL		2.25		
Total all "Yes-TF" responses for Items 1.1-1.14										0	x 1.00 = TF SUBTOTAL		0		
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL										2.25		/ 14			
ENVIRONMENT: RESIDENTIAL POLICIES															
Complete 1A if this college/university has NO residences.															
Complete 1B if this college/university has ONLY on-campus residences.															
Complete 1C if this college/university has BOTH on- and off-campus residences.															
Please complete ONLY ONE of the three sections below: 1A , 1B or 1C															

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL. ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B	Students			Faculty			Visitors								
	Yes TF	No SF	No	1.15	college/university residences on-campus	Yes TF	No SF	No	1.16	college/university residences on-campus	Yes TF	No SF	No	1.17	college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17										3	x 0.75 = SF SUBTOTAL		2.25		
Total all "Yes-TF" responses for Items 1.15-1.17										0	x 1.00 = TF SUBTOTAL		0		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL															
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE:										4.5		/ 17			

1C	Students			Faculty			Visitors								
	Yes TF	No SF	No	1.15	college/university residences on-campus	Yes TF	No SF	No	1.16	college/university residences on-campus	Yes TF	No SF	No	1.17	college/university residences on-campus
	Yes TF	No SF	No	1.18	college/university residences off-campus	Yes TF	No SF	No	1.19	college/university residences off-campus	Yes TF	No SF	No	1.20	college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20										--	x 0.75 = SF SUBTOTAL		--		
Total all "Yes-TF" responses for Items 1.15-1.20										--	x 1.00 = TF SUBTOTAL		--		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL															
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE:										--		/ 20			

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Human Resources Policies • Staff Cessation Program • Housing/Residence Life Handbook 10 -11 • Human Resources Handbook • Smoking FAQs • American Culture & Social Life • Tobacco Cancer Report • School of Prof. Studies Faculty Handbook 09-10 • BSSW Student Handbook 08-09 • Athletics Membership Services :Baseball Coaches Corner • Nursing Preceptor/Clinical Information • Staff Advisory Committee Summary FYE 2007

Saint Louis University (cont.)

2 ENFORCEMENT									
<i>Students</i>				<i>Faculty</i>				<i>Visitors</i>	
Yes <input checked="" type="radio"/> No <input type="radio"/> 2.1	general enforcement			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.5	general enforcement			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.9	general enforcement
Yes <input checked="" type="radio"/> No <input type="radio"/> 2.2	identifies specific enforcement			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.6	identifies specific enforcement			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.10	identifies specific enforcement
Yes <input checked="" type="radio"/> No <input type="radio"/> 2.3	mention of cessation and/or education, not just punitive measures for violation(s)			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes <input checked="" type="radio"/> No <input type="radio"/> 2.4	establishes designated individual(s) for enforcement			Yes <input checked="" type="radio"/> No <input type="radio"/> 2.8	establishes designated individual(s) for enforcement				
Yes <input checked="" type="radio"/> No <input type="radio"/> 2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11								ENFORCEMENT SCORE: <u>3</u> / 11	

3 PREVENTION & TREATMENT SERVICES									
<i>Prevention/Education Initiatives</i>				<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>		
<input checked="" type="radio"/> Yes <input type="radio"/> No 3.1	prevention/ education services or initiatives for tobacco non-use offered			Yes <input checked="" type="radio"/> No <input type="radio"/> 3.2	general cessation for tobacco-use dependence		<input checked="" type="radio"/> Yes <input type="radio"/> No 3.4	general cessation for tobacco-use dependence	
				Yes <input checked="" type="radio"/> No <input type="radio"/> 3.3	specific cessation for tobacco-use dependence		<input checked="" type="radio"/> Yes <input type="radio"/> No 3.5	specific cessation for tobacco-use dependence	
Total all "Yes" responses for Items 3.1-3.5								PREVENTION & TREATMENT SCORE: <u>3</u> / 5	

4 ORGANIZATION & COMMUNICATION									
<i>Communicating the Policy</i>				<i>Rationale</i>			<i>Management</i>		
<input checked="" type="radio"/> Yes <input type="radio"/> No 4.1	general communication of the policy			<input checked="" type="radio"/> Yes <input type="radio"/> No 4.4	any rationale given for health or environmental consequences		<input checked="" type="radio"/> Yes <input type="radio"/> No 4.6	applicable enforcement or adoption date	
Yes <input checked="" type="radio"/> No <input type="radio"/> 4.2	policy references printed/online materials			Yes <input checked="" type="radio"/> No <input type="radio"/> 4.5	provides definition of tobacco products		Yes <input checked="" type="radio"/> No <input type="radio"/> 4.7	individual(s) identified to review and/or update the policy	
Yes <input checked="" type="radio"/> No <input type="radio"/> 4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7								ORGANIZATION & COMMUNICATION SCORE: <u>3</u> / 7	

Saint Louis University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS		
Advertising/Sponsorship	Sales/Distribution	Tobacco Industry Funding
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.1 prohibits tobacco-related advertising & sponsorship at college/university events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.4 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.2 prohibits tobacco-related advertising & sponsorship on college/university property	Yes <input type="radio"/> No <input checked="" type="radio"/> 5.5 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property	
Yes <input type="radio"/> No <input checked="" type="radio"/> 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university		
Total all "Yes" responses for Items 5.1-5.6		PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> 13.5 </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> -- </u> / 49

Developed by:

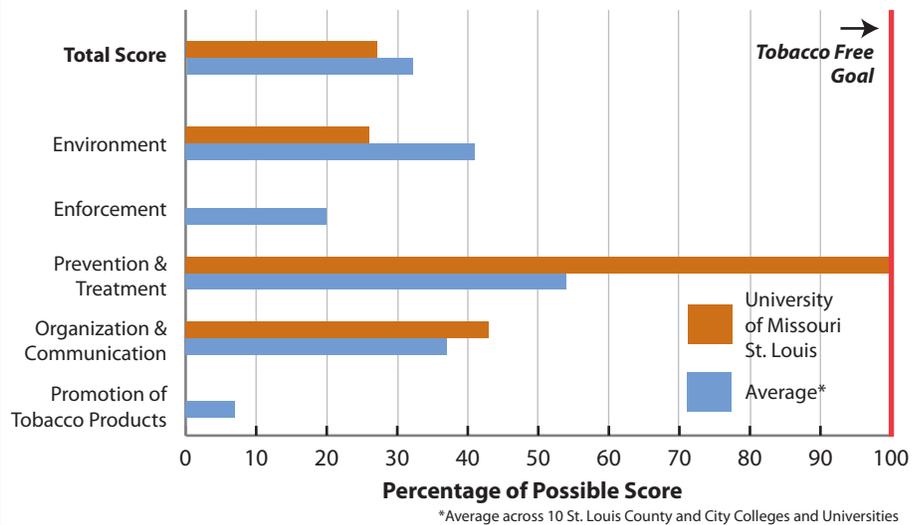


University of Missouri - St. Louis

Assessment Date: March 10, 2011

SUMMARY

University of Missouri - St. Louis scored below average among the evaluated institutions in St. Louis County and City, achieving 27% of the total Tobacco Policy Index score. The university received all possible points for Prevention and Treatment Services. While the university had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, the University of Missouri - St. Louis should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy indicates that resident and non-resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by students, faculty/staff, and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Provide a comprehensive definition of tobacco products.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

University of Missouri - St. Louis: 12.5/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)											
Students				Faculty				Visitors			
↓ Yes ↓ TF SF No 1.1 college/university grounds				↓ Yes ↓ TF SF No 1.5 college/university grounds				↓ Yes ↓ TF SF No 1.9 college/university grounds			
↓ Yes ↓ TF SF No 1.2 college/university non-resident buildings				↓ Yes ↓ TF SF No 1.6 college/university non-resident buildings				↓ Yes ↓ TF SF No 1.10 college/university non-resident buildings			
↓ Yes ↓ TF SF No 1.3 vehicles				↓ Yes ↓ TF SF No 1.7 vehicles				↓ Yes ↓ TF SF No 1.11 vehicles			
↓ Yes ↓ TF SF No 1.4 college/university sponsored events				↓ Yes ↓ TF SF No 1.8 college/university sponsored events				↓ Yes ↓ TF SF No 1.12 college/university sponsored events			
↓ Yes ↓ TF SF No 1.13 24 hours/day, 365 days/year											
Yes—TF No 1.14 policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)											
Total all "Yes-SF" responses for Items 1.1-1.13 <u>3</u> x 0.75 = SF SUBTOTAL 2.25											
Total all "Yes-TF" responses for Items 1.1-1.14 <u>0</u> x 1.00 = TF SUBTOTAL 0											
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>2.25</u> / 14											
ENVIRONMENT: RESIDENTIAL POLICIES											
Complete 1A if this college/university has NO residences. Complete 1B if this college/university has ONLY on-campus residences. Complete 1C if this college/university has BOTH on- and off-campus residences. Please complete ONLY ONE of the three sections below: 1A , 1B or 1C											

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.
 ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B											
Students				Faculty				Visitors			
↓ Yes ↓ TF SF No 1.15 college/university residences on-campus				↓ Yes ↓ TF SF No 1.16 college/university residences on-campus				↓ Yes ↓ TF SF No 1.17 college/university residences on-campus			
Total all "Yes-SF" responses for Items 1.15-1.17 <u>3</u> x 0.75 = SF SUBTOTAL 2.25											
Total all "Yes-TF" responses for Items 1.15-1.17 <u>0</u> x 1.00 = TF SUBTOTAL 0											
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL											
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>4.5</u> / 17											

1C											
Students				Faculty				Visitors			
↓ Yes ↓ TF SF No 1.15 college/university residences on-campus				↓ Yes ↓ TF SF No 1.16 college/university residences on-campus				↓ Yes ↓ TF SF No 1.17 college/university residences on-campus			
↓ Yes ↓ TF SF No 1.18 college/university residences off-campus				↓ Yes ↓ TF SF No 1.19 college/university residences off-campus				↓ Yes ↓ TF SF No 1.20 college/university residences off-campus			
Total all "Yes-SF" responses for Items 1.15-1.20 <u>--</u> x 0.75 = SF SUBTOTAL --											
Total all "Yes-TF" responses for Items 1.15-1.20 <u>--</u> x 1.00 = TF SUBTOTAL --											
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL											
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>--</u> / 20											

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: UMSL Tobacco Cessation • Volunteer Handbook • UMSL Faculty Handbook - July 2004, Revised August 2007 • Health & Wellness • Smoking Cessation Services

University of Missouri - St. Louis (cont.)

2 ENFORCEMENT											
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>					
Yes	<input checked="" type="radio"/> No	2.1	general enforcement	Yes	<input checked="" type="radio"/> No	2.5	general enforcement	Yes	<input checked="" type="radio"/> No	2.9	general enforcement
Yes	<input checked="" type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input checked="" type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>0</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>					
<input checked="" type="radio"/> Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				<input checked="" type="radio"/> Yes	No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>5</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>					
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	Yes	<input checked="" type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input checked="" type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>3</u> / 7	

University of Missouri - St. Louis (cont.)

5 PROMOTION OF TOBACCO PRODUCTS					
Advertising/Sponsorship		Sales/Distribution		Tobacco Industry Funding	
Yes	<input checked="" type="radio"/> No	5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes	<input checked="" type="radio"/> No
			5.4	5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events
			5.2	5.5	5.6
Yes	<input checked="" type="radio"/> No	5.2	prohibits tobacco-related advertising & sponsorship on college/university property	5.5	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes	<input checked="" type="radio"/> No	5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university	5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property
Total all "Yes" responses for Items 5.1-5.6				PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6	

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> 12.5 </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> -- </u> / 49

Developed by:

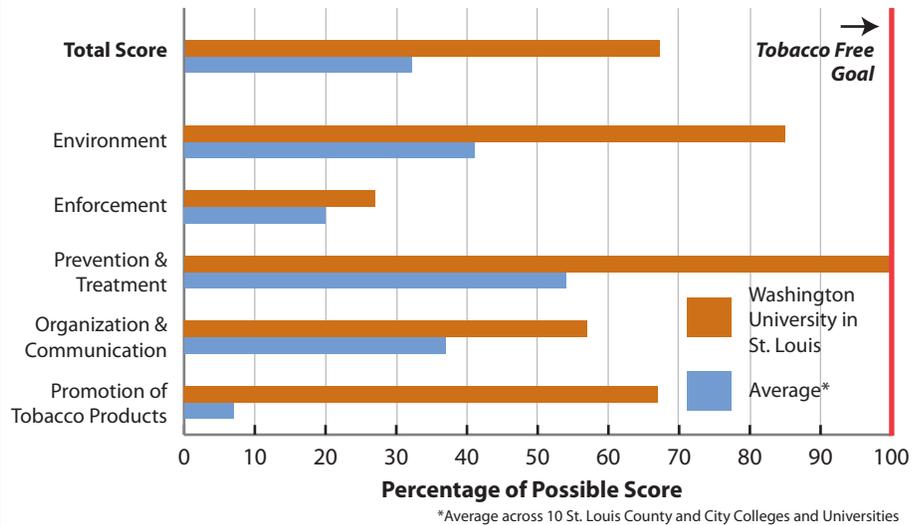


Washington University in St. Louis

Assessment Date: March 10, 2011

SUMMARY

Washington University in St. Louis scored the highest among the evaluated institutions in St. Louis County and City, achieving 67% of the total Tobacco Policy Index score. The university scored all possible points in the Prevention and Treatment Services domain. Enforcement is an area in particular need of improvement.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Washington University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors at off-campus institution-sponsored events.

ENFORCEMENT

- Identify specific consequences for violations of the policy by students, faculty/staff, and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products at off-campus institution-sponsored events.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Washington University in St. Louis: 33/49

POLICY STATUS: **Tobacco Free**

RESIDENCE STATUS: **1C - BOTH On- and Off- Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students	Faculty	Visitors
<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF
<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF
<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF
<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input checked="" type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input checked="" type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input checked="" type="radio"/> SF
<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF
Total all "Yes-SF" responses for Items 1.1-1.13 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>		
Total all "Yes-TF" responses for Items 1.1-1.14 <u>11</u> x 1.00 = TF SUBTOTAL <u>11</u>		
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>11</u> / 14		

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.
Please complete ONLY ONE of the three sections below: 1A, 1B or 1C

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B

Students	Faculty	Visitors
<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> TF <input type="radio"/> SF
Total all "Yes-SF" responses for Items 1.15-1.17 <u>--</u> x 0.75 = SF SUBTOTAL <u>--</u>		
Total all "Yes-TF" responses for Items 1.15-1.17 <u>--</u> x 1.00 = TF SUBTOTAL <u>--</u>		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>--</u> / 17		

1C

Students	Faculty	Visitors
<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF
<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> TF <input type="radio"/> SF
Total all "Yes-SF" responses for Items 1.15-1.20 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>		
Total all "Yes-TF" responses for Items 1.15-1.20 <u>6</u> x 1.00 = TF SUBTOTAL <u>6</u>		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>17</u> / 20		

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Tobacco Cessation Programs • Enforcement • FAQs • Promotional Materials • Tobacco News & Helpful Links • Employee Handbook • TA Handbook • Graduate Student Handbook

Washington University in St. Louis (cont.)

2 ENFORCEMENT											
<i>Students</i>				<i>Faculty</i>				<i>Visitors</i>			
<input checked="" type="radio"/> Yes	No	2.1	general enforcement	<input checked="" type="radio"/> Yes	No	2.5	general enforcement	<input checked="" type="radio"/> Yes	No	2.9	general enforcement
Yes	<input checked="" type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input checked="" type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>3</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>				<i>Cessation—Students</i>				<i>Cessation—Faculty/Staff</i>			
<input checked="" type="radio"/> Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.4	general cessation for tobacco-use dependence
				<input checked="" type="radio"/> Yes	No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>5</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>				<i>Rationale</i>				<i>Management</i>			
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	<input checked="" type="radio"/> Yes	No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input checked="" type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>4</u> / 7	

Washington University in St. Louis (cont.)

5 PROMOTION OF TOBACCO PRODUCTS					
Advertising/Sponsorship			Sales/Distribution		
<input checked="" type="radio"/> Yes No 5.1 prohibits tobacco-related advertising & sponsorship at college/university events			Yes <input checked="" type="radio"/> No 5.4 prohibits the sale and distribution of tobacco-related products & merchandise at college/university-sponsored events		
<input checked="" type="radio"/> Yes No 5.2 prohibits tobacco-related advertising & sponsorship on college/university property			<input checked="" type="radio"/> Yes No 5.5 prohibits the sale and distribution of tobacco-related products & merchandise on college/university property	Yes <input checked="" type="radio"/> No 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development	
<input checked="" type="radio"/> Yes No 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university					
Total all "Yes" responses for Items 5.1-5.6			PROMOTION OF TOBACCO PRODUCTS SCORE: <u>4</u> / 6		

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> -- </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> 33 </u> / 49

Developed by:

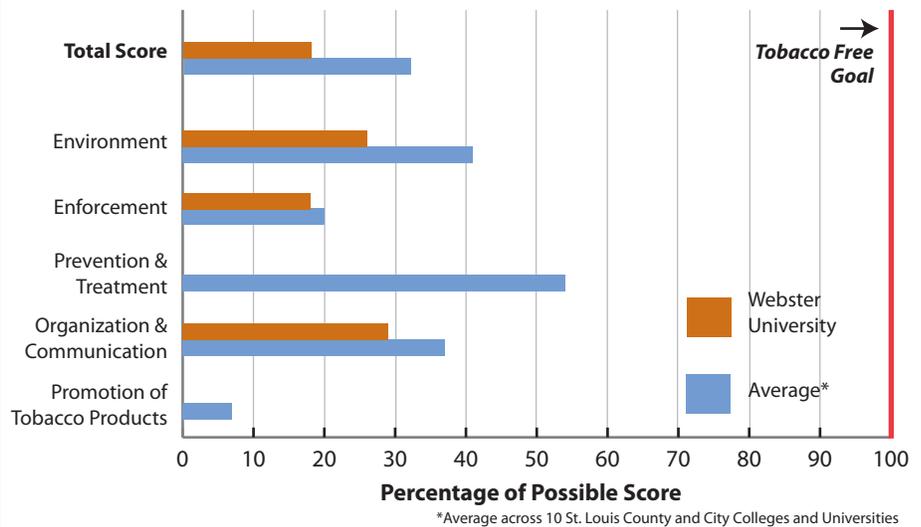


Webster University

Assessment Date: March 10, 2011

SUMMARY

Webster University scored below average among the evaluated institutions in St. Louis County and City, achieving 18% of the total Tobacco Policy Index score. While Webster had some elements of a smokefree policy, establishing a central, tobacco free policy is necessary to ensure protection from the adverse health effects of all forms of tobacco use. Particular attention should also be paid to the Prevention and Treatment Services and Promotion of Tobacco Products domains.



RECOMMENDATIONS

To better protect students, faculty/staff, and visitors from the adverse health effects of tobacco use and secondhand smoke, Webster University should consider making the following revisions to its current policies:

TOBACCO FREE ENVIRONMENT

- Prohibit tobacco use by students, faculty/staff, and visitors on campus grounds, resident and non-resident buildings, in vehicles, and at institution-sponsored events. Currently, the policy indicates that resident and non-resident buildings are smokefree.
- State that the tobacco policy is in place 24 hours per day and 365 days per year.
- Policy should prohibit all tobacco products.

ENFORCEMENT

- Identify specific consequences for violations of the policy by faculty/staff and visitors.
- Include education and referral to cessation as consequences for faculty/staff and student policy violations.
- Designate an individual to enforce the disciplinary consequences of the policy.
- Prohibit the possession of tobacco products by minors.

PREVENTION & TREATMENT SERVICES

- Offer and promote prevention/education services or initiatives that support non-use and address the risks of tobacco use.
- Provide cessation services or referrals to faculty/staff and students who want to quit using tobacco products.

ORGANIZATION & COMMUNICATION

- Develop signage and printed materials to communicate the policy and outline communication methods in the policy.
- Include an applicable enforcement or adoption date for the policy.
- Provide a comprehensive definition of tobacco products.
- Designate an individual to review and update the policy.

PROMOTION OF TOBACCO PRODUCTS

- Prohibit the sale and distribution of tobacco products on campus property and at institution-sponsored events.
- Prohibit tobacco advertising and sponsorship on campus property, at institution-sponsored events, and in college and university publications.
- Refuse tobacco industry support of research, evaluation, teaching, and development activities.

Webster University: 8.5/46

POLICY STATUS: **Smokefree**

RESIDENCE STATUS: **1B - ONLY On-Campus Residences**

ASSESSMENT DATE: **March 10, 2011**

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students		Faculty		Visitors	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.1		1.5		1.9
college/university grounds		college/university grounds		college/university grounds	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.2		1.6		1.10
college/university non-resident buildings		college/university non-resident buildings		college/university non-resident buildings	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.3		1.7		1.11
vehicles		vehicles		vehicles	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.4		1.8		1.12
college/university sponsored events		college/university sponsored events		college/university sponsored events	
Yes TF	No SF	24 hours/day, 365 days/year			
	1.13				
Yes—TF	No SF	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)			
	1.14				
		Total all "Yes-SF" responses for Items 1.1-1.13		3 x 0.75 = SF SUBTOTAL 2.25	
		Total all "Yes-TF" responses for Items 1.1-1.14		0 x 1.00 = TF SUBTOTAL 0	
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL 2.25 / 14					

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.

Please complete **ONLY ONE** of the three sections below: **1A**, **1B** or **1C**

1A

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: -- / 14

1B

Students		Faculty		Visitors	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.15		1.16		1.17
college/university residences on-campus		college/university residences on-campus		college/university residences on-campus	

Total all "Yes-SF" responses for Items 1.15-1.17 3 x 0.75 = SF SUBTOTAL 2.25

Total all "Yes-TF" responses for Items 1.15-1.17 0 x 1.00 = TF SUBTOTAL 0

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: 4.5 / 17

1C

Students		Faculty		Visitors	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.15		1.16		1.17
college/university residences on-campus		college/university residences on-campus		college/university residences on-campus	
Yes TF	No SF	Yes TF	No SF	Yes TF	No SF
	1.18		1.19		1.20
college/university residences off-campus		college/university residences off-campus		college/university residences off-campus	

Total all "Yes-SF" responses for Items 1.15-1.20 -- x 0.75 = SF SUBTOTAL --

Total all "Yes-TF" responses for Items 1.15-1.20 -- x 1.00 = TF SUBTOTAL --

Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL

ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: -- / 20

COLLEGE/UNIVERSITY DOCUMENTS REVIEWED: Computer Lab Policy • Media Center Studio Policies • Application & Agreement for On Campus Housing • Sustainability • FAQs for Current Residents • Housing & Residential Life Guidebook & Handbook 09 - 10 • Plan Highlights 09/10 Student Injury & Sickness Insurance Plan

Webster University (cont.)

2 ENFORCEMENT											
<i>Students</i>			<i>Faculty</i>			<i>Visitors</i>					
<input checked="" type="radio"/> Yes	No	2.1	general enforcement	Yes	<input type="radio"/> No	2.5	general enforcement	Yes	<input type="radio"/> No	2.9	general enforcement
<input checked="" type="radio"/> Yes	No	2.2	identifies specific enforcement	Yes	<input type="radio"/> No	2.6	identifies specific enforcement	Yes	<input type="radio"/> No	2.10	identifies specific enforcement
Yes	<input type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>2</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
<i>Prevention/Education Initiatives</i>			<i>Cessation—Students</i>			<i>Cessation—Faculty/Staff</i>					
Yes	<input type="radio"/> No	3.1	prevention/ education services or initiatives for tobacco non-use offered	Yes	<input type="radio"/> No	3.2	general cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.4	general cessation for tobacco-use dependence
				Yes	<input type="radio"/> No	3.3	specific cessation for tobacco-use dependence	Yes	<input type="radio"/> No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>0</u> / 5	

4 ORGANIZATION & COMMUNICATION											
<i>Communicating the Policy</i>			<i>Rationale</i>			<i>Management</i>					
<input checked="" type="radio"/> Yes	No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	No	4.4	any rationale given for health or environmental consequences	Yes	<input type="radio"/> No	4.6	applicable enforcement or adoption date
Yes	<input type="radio"/> No	4.2	policy references printed/online materials	Yes	<input type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>2</u> / 7	

Webster University (cont.)

5 PROMOTION OF TOBACCO PRODUCTS											
Advertising/Sponsorship		Sales/Distribution		Tobacco Industry Funding							
Yes	<input checked="" type="radio"/> No	5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes	<input checked="" type="radio"/> No	5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes	<input checked="" type="radio"/> No	5.6	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes	<input checked="" type="radio"/> No	5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes	<input checked="" type="radio"/> No	5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property				
Yes	<input checked="" type="radio"/> No	5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university								
Total all "Yes" responses for Items 5.1-5.6						PROMOTION OF TOBACCO PRODUCTS SCORE: <u>0</u> / 6					

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> 8.5 </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> -- </u> / 49

Developed by:



APPENDIX B

Higher Education Tobacco Policy Manual and Rating Form

2011 Higher Education Tobacco Policy Manual and Rating Form

Developed by:



Washington University in St. Louis

For more information please contact:

Sarah Moreland-Russell
Center Research Manager
srussell@gwbmail.wustl.edu

Higher Education Tobacco Policy Manual

March 2011

The College/University Tobacco Policy Rating System is a standardized tool to assess the comprehensiveness of college and university tobacco policies. Each college/university’s policy is rated according to the following five domains: Environment, Enforcement, Prevention & Treatment Services, Organization & Communication, and Promotion of Tobacco Products. The rating form is included at the end of this document.

INSTRUCTIONS:

- 1) Begin by recording the name of the college/university being rated, the date, and the rater ID.
- 2) Record the college/university’s policy status after reviewing the policy. Record “TF” if the policy in place is tobacco free policy. If the policy in place is a smokefree policy, record “SF.” Record “Both” if the policy in place has both tobacco free and smoke free components. If there is no policy in place, record “None.”
- 3) Determine the college/university’s residence status.
 - a. Record **1A** in the “Residence Status” box if the college/university has *NO residences*.
 - b. Record **1B** in the “Residence Status” box if the college/university has *ONLY on-campus residences*.
 - c. Record **1C** in the “Residence Status” box if the college/university has *BOTH on- and off-campus residences*.

School Name:	Date:	Rater ID:	Policy Status:	Residence Status:
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- 4) For the Environment domain, circle “TF” if the item is tobacco free, “SF” if it is smokefree, or no if the policy does not contain the item. Please note, the “TF and “SF” cannot both be circled for any one item. For all other items on the rating form circle “yes” if the policy contains that requirement or “no” if the policy does not contain the requirement. One response must be circled for each item.
- 5) For each of the five sections, record the total number of “yes” responses circled at the end of each section. In the Environment domain only, items that are tobacco free (“TF”) will receive 1 point, items marked smokefree (“SF”) will receive 0.75 points, and a “no” response will receive 0 points. For each of the other domains, each item receives 1 point for a “yes” response, and 0 points for a “no” response.
- 6) Sum the five section scores to provide a total score for the policy and record it on the bottom of the rating form. The maximum score depends on the college/university’s residence status. For schools with NO residences (1A), the maximum score is 43. For schools with ONLY on-campus residences (1B), the maximum score is 46. For schools with BOTH on- and off-campus residences (1C), the maximum score is 49.
- 7) Detailed instructions for each of the five sections are provided below. All items within each section are numbered on the rating form. These numbers are included in parentheses throughout the manual as references.

IDENTIFIED POPULATIONS:

Student is defined as any person currently enrolled in the college/university.

Faculty/Staff is defined as any person employed by the college/university, including, but not limited to, tenure track and adjunct professors and administrative, support, and facilities employees.

Visitor is defined as any person, including volunteers, contractors, and patrons, on college/university property other than college/university students and faculty/staff.

GENERAL RULES:

- 1) Populations
 - a. If *one or more* of the identified populations are explicitly recognized in the policy, then code according to the specified populations.
 - b. If *none* of the three defined populations are identified but general identifiers (*e.g.*, everyone, anyone, all, no person, citizens) are included in the policy, then code policy items for all three populations.
 - c. If no general or specific populations are stated, then code policy items for all three populations.
- 2) Rate policy as it is written. Do not infer meaning. State, county, and city laws that are referenced but not specifically stated in the policy should not be considered.
- 3) Colleges/universities with no written policy will receive a total score of 0 for all five sections.

ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

This domain measures the extent to which the college/university’s grounds, vehicles, events, and non-resident and resident buildings are either tobacco free or smokefree. This scale applies to three populations: 1) students; 2) faculty/staff; and 3) visitors.

Initially, it should be determined whether the school has NO residences, ONLY on-campus residences, or BOTH on- and off-campus residences prior to rating the policy. If the school *does not* have residences, then complete sections **1** and **1A**. If the school has *only* on-campus residences, then complete section **1** and **1B**. If the school has *both* on- and off-campus housing, then complete section **1** and **1C**.

If the college/university has NO residences, then the maximum number of points (14) for this domain will be awarded if the policy prohibits tobacco use by students, faculty, staff, and visitors outdoors on school property, in school buildings, in vehicles, at school-sponsored events, 24 hours/day, 365 days/year, and indicates all tobacco products. If the college/university has ONLY on-campus residences, then the maximum points (17) will be awarded if the previous stipulations for “NO residences” are met *and* the policy prohibits tobacco in all on-campus residences. If the college/university has BOTH on- and off-campus residences, the maximum points (20) will be awarded if the policy meets the previous stipulations for “NO residences” *and* the policy prohibits tobacco in BOTH on- and off-campus residences.

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)															
Students				Faculty				Visitors							
Yes TF	Yes SF	No	1.1	college/university grounds	Yes TF	Yes SF	No	1.5	college/university grounds	Yes TF	Yes SF	No	1.9	college/university grounds	
Yes TF	Yes SF	No	1.2	college/university non-resident buildings	Yes TF	Yes SF	No	1.6	college/university non-resident buildings	Yes TF	Yes SF	No	1.10	college/university non-resident buildings	
Yes TF	Yes SF	No	1.3	vehicles	Yes TF	Yes SF	No	1.7	vehicles	Yes TF	Yes SF	No	1.11	vehicles	
Yes TF	Yes SF	No	1.4	college/university sponsored events	Yes TF	Yes SF	No	1.8	college/university sponsored events	Yes TF	Yes SF	No	1.12	college/university sponsored events	
Yes TF	Yes SF	No	1.13	24 hours/day, 365 days/year											
Yes-TF	Yes-SF	No	1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)											
Total all “Yes-SF” responses for Items 1.1-1.13 _____ x 0.75 = SF SUBTOTAL _____															
Total all “Yes-TF” responses for Items 1.1-1.14 _____ x 1.00 = TF SUBTOTAL _____															
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL _____ / 14															
ENVIRONMENT: RESIDENTIAL POLICIES															
Complete 1A if this college/university has NO residences.															
Complete 1B if this college/university has ONLY on-campus residences.															
Complete 1C if this college/university has BOTH on- and off-campus residences.															
Please complete ONLY ONE of the three sections below: 1A , 1B or 1C															
1A															
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.															
ENVIRONMENT NO RESIDENCES SCORE: _____ / 14															
1B															
Students				Faculty				Visitors							
Yes TF	Yes SF	No	1.15	college/university residences on-campus	Yes TF	Yes SF	No	1.16	college/university residences on-campus	Yes TF	Yes SF	No	1.17	college/university residences on-campus	
Total all “Yes-SF” responses for Items 1.15-1.17 _____ x 0.75 = SF SUBTOTAL _____															
Total all “Yes-TF” responses for Items 1.15-1.17 _____ x 1.00 = TF SUBTOTAL _____															
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL															
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: _____ / 17															
1C															
Students				Faculty				Visitors							
Yes TF	Yes SF	No	1.15	college/university residences on-campus	Yes TF	Yes SF	No	1.16	college/university residences on-campus	Yes TF	Yes SF	No	1.17	college/university residences on-campus	
Yes TF	Yes SF	No	1.18	college/university residences off-campus	Yes TF	Yes SF	No	1.19	college/university residences off-campus	Yes TF	Yes SF	No	1.20	college/university residences off-campus	
Total all “Yes-SF” responses for Items 1.15-1.20 _____ x 0.75 = SF SUBTOTAL _____															
Total all “Yes-TF” responses for Items 1.15-1.20 _____ x 1.00 = TF SUBTOTAL _____															
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL															
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: _____ / 20															

In addition to determining the residence status for this domain, it is important to determine whether each item is “tobacco free” or “smokefree.” If the requirement is not stated in the policy, then simply code “no.” If the requirement is stated in the policy, determine whether the item is tobacco free (“TF”) or smokefree (“SF”) and circle the appropriate response. For example, if the policy states that all grounds are tobacco free, then circle “TF” for 1.1. However, if the policy states that all grounds are smokefree, then circle SF for 1.1. Total all “Yes-SF” responses and multiply by 0.75. Total all “Yes-TF” responses and multiply by 1. Add the “Yes-SF” and “Yes-TF” subtotals to get the Environmental subtotal. Add the Environmental subtotal score to the scores from 1A, 1B, or 1C, depending on the college/university’s residence status.

Definitions

- 1) *College/university grounds* (1.1, 1.5, 1.9) are defined as outdoor property owned by the college/university.
- 2) *College/university non-resident buildings* (1.2, 1.6, 1.10) are defined as university-owned/leased/occupied on- and off-campus facilities and all indoor areas that are not lived in (e.g., classroom buildings and dining halls).
- 3) *Vehicles* (1.3, 1.7, 1.11) are forms of motorized transportation which are on college/university property, used to transport students, and/or at school-sponsored events (e.g., any personal vehicles *and* vehicles owned/leased/rented by the college/university).
- 4) *School-sponsored events* (1.4, 1.8, 1.12) are defined as on- *and* off-campus events, activities, or meetings associated with the college/university.
- 5) *24 hours/day, 365 days/year* (1.13) describes when the college/university grounds, buildings, residences, and vehicles are tobacco free or smokefree; 24 hours/day, 365 days/year or at all times.
- 6) The policy must state that *all tobacco products* (1.14) are prohibited, not just cigarettes.
- 7) *College/university residences on-campus* (1.15, 1.16, 1.17) are defined as facilities and all indoor areas that are used mainly for housing and are physically located on the campus. **Note: Only applicable to subsections 1B & 1C.**
- 8) *College/university residences off-campus* (1.18, 1.19, 1.20) designate facilities and indoor areas owned, leased, or managed by the university which are used mainly for housing and are located off or away from campus. **Note: Only applicable to subsection 1C.**

Domain Rules

- 1) The policy must explicitly mention each item listed in order to receive the maximum section score.
- 2) If no specific areas are identified in the policy, then code the policy “TF” or “SF” for all identified populations for *college/university grounds* (1.1, 1.5, 1.9) and *college/university non-resident buildings* (1.2, 1.6., 1.10) (e.g., policy refers to “all campus or college property”).
- 3) A “TF” or “SF” response for *college/university grounds* (1.1, 1.5, 1.9) is appropriate if the policy mentions all outdoor property or the premises.
- 4) A “TF” or “SF” response for *college/university non-resident buildings* (1.2, 1.6, 1.10) is appropriate if the policy mentions all administrative, classroom, and laboratory buildings and does not exclude other facilities, such as stadiums. If any facility is explicitly excluded, then code “no.”
- 5) A “TF” or “SF” response for *vehicles* (1.3, 1.7, 1.11) is appropriate if the policy mentions the following: all vehicles on college property, or personal vehicles on college/university property *and* college/university owned/leased/rented vehicles such as campus shuttles, or if tobacco use or smoking is prohibited in parking lots. Simply prohibiting tobacco use or smoking in “all college/campus vehicles” is not all encompassing, and will not receive a point.
- 6) A “TF” or “SF” response for *college/university-sponsored events* (1.4, 1.8, 1.12) is appropriate for all identified populations if the policy mentions the following: events in general; school activities; meetings; and on-*and* off-site events. The policy must not exclude either on- or off-campus events to receive a point. If the policy states that tobacco or smoking is prohibited at “college/university sponsored events” and does not explicitly exclude on- or off-campus events, then code “yes.” Code “no,” if the policy only identifies grounds and/or buildings as tobacco free or smokefree, but does not mention school-sponsored events.
- 7) A “TF” or “SF” response for *24 hours/day, 365 days/year* (1.13) is appropriate if the policy explicitly states either 24 hours/day, 365 days/year, or at all times.
- 8) A “(Yes-)TF” response for *all tobacco products* (1.14) is only appropriate if the policy is tobacco free and indicates that the policy applies to all tobacco products. The policy can only receive a “(Yes-)TF” or “no” response here. There is no “SF” option as a smokefree policy is not comprehensive and will not receive a point for this item.

- 9) A "TF" or "SF" response for *college/university residences on-campus* (1.15, 1.16, 1.17) is appropriate for all three populations if the policy restricts all tobacco use or smoking in all on-campus residential buildings including, but not limited to, dormitory rooms, shared spaces in dormitories, married student apartment buildings, etc. **Note: Only applicable to subsections 1B & 1C.**
- 10) A "TF" or "SF" response for *college/university residences off-campus* (1.18, 1.19, 1.20) is appropriate for all three populations if the policy restricts all tobacco use or smoking in university owned/leased and managed off-campus residential property including, but not limited to, dormitory rooms, shared spaces in dormitories, married student apartment buildings, etc. The policy must state "*off-campus*" residences to receive a point. **Note: Only applicable to subsection 1C.**

ENFORCEMENT:

This domain measures the extent to which the policy, *whether it is a comprehensive tobacco free policy or a smokefree policy*, is enforced. The last question is general to the policy, whereas the remainder of the scale applies to three separate groups: 1) students, 2) faculty/staff, and 3) visitors.

The maximum number of points for this domain will be awarded if the policy: 1) mentions enforcement for violating the policy; 2) identifies specific consequences for violations; 3) identifies cessation and education as specific consequences for violations; 4) designates at least one individual who is responsible for enforcing the policy; and 5) prohibits possession of any tobacco product for anyone under the age of 18.

2 ENFORCEMENT											
Students				Faculty				Visitors			
Yes	No	2.1	general enforcement	Yes	No	2.5	general enforcement	Yes	No	2.9	general enforcement
Yes	No	2.2	identifies specific enforcement	Yes	No	2.6	identifies specific enforcement	Yes	No	2.10	identifies specific enforcement
Yes	No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	No	2.4	establishes designated individual(s) for enforcement	Yes	No	2.8	establishes designated individual(s) for enforcement				
Yes	No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: _____ / 11	

Definitions

- 1) *General enforcement* (2.1, 2.5, 2.9) includes any mention that the policy is enforced, but consequences for violations are not outlined.
- 2) *Specific enforcement* (2.2, 2.6, 2.10) identifies specific consequences for violations (e.g., fines, citations).
- 3) *Mention of cessation and/or education, not just punitive measures for violations* (2.3, 2.7) is the referral to cessation and/or education classes as a consequence of violating the policy.
- 4) *Designated individual(s) for enforcement* (2.4, 2.8) is defined as a person or persons (by name or job title) identified in the policy as responsible for enforcing the policy, specifically the written and disciplinary consequences of violations.
- 5) *Prohibits possession for anyone under the age of 18* (2.11) refers to the possession of *any* tobacco product by any person under the legal age of 18. The domain covers any student, volunteer, visitor, or staff under the age of 18.

Domain Rules

- 1) The policy must explicitly mention each item in order to receive the maximum section score of 11.
- 2) *General and specific enforcement* for students (2.1, 2.2) must apply to *all students*. For example, if athletes are the only group mentioned, then code "no."
- 3) If *specific enforcement* (2.2, 2.6, 2.10) is "yes," then *general enforcement* (2.1, 2.5, 2.9) is also "yes."

- 4) If *establishes designated individual(s) for enforcement* (2.4, 2.8), is “yes,” then *general enforcement* (2.1, 2.5) is also “yes.”
- 5) *Designated individuals for enforcement* (2.4, 2.8) must mention a person by name or job title to receive a “yes.” Listing the employee’s supervisor (without a name) or listing a specific office (e.g., Office of Student Affairs) as the enforcer is acceptable and will be coded “yes.” Simply listing the “administration” as the enforcer is too vague and is coded “no.”
- 6) *Prohibits possession for anyone under 18* (2.11) must be explicitly stated in the policy to code “yes.”

PREVENTION & TREATMENT SERVICES:

This domain measures the presence of prevention, education, and cessation services in the policy, *whether it is a comprehensive tobacco free policy or a smokefree policy.*

The maximum number of points for this domain will be awarded if the policy: 1) offers education and prevention services for tobacco non-use; 2) offers general cessation for tobacco-use dependence; and 3) identifies specific programs or referrals for cessation.

3 PREVENTION & TREATMENT SERVICES											
Prevention/Education Initiatives				Cessation—Students			Cessation—Faculty/Staff				
Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	Yes	No	3.2	general cessation for tobacco-use dependence	Yes	No	3.4	general cessation for tobacco-use dependence
				Yes	No	3.3	specific cessation for tobacco-use dependence	Yes	No	3.5	specific cessation for tobacco-use dependence
Total all “Yes” responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: _____ / 5	

Definitions

Prevention/Education Initiatives

- 1) *Prevention/education services or initiatives that support non-use and address the risks of tobacco use* (3.1) are defined as any non-use prevention/education services or initiatives offered or promoted by the college/university, such as courses, events, etc.

Cessation

- 1) *General cessation for tobacco-use dependence* (3.2, 3.4) includes any mention of counseling or support for cessation but specific strategies are not identified.
- 2) *Specific cessation for tobacco-use dependence* (3.3, 3.5) includes at least one of three strategies, services, programs, or referrals, to assist users with quitting (e.g., Freedom from Smoking program, Preparing to Quit program).

Domain Rules

- 1) The policy must explicitly mention each item listed in order to receive the maximum section score of 5.
- 2) To receive a point for *prevention/education services or initiatives that support non-use and address the risks of tobacco use* (3.1), the policy must discourage initiation of tobacco use through prevention/education services or initiatives. Links to general health information websites such as direct links to the CDC, WHO, etc., and other specific tobacco non-use prevention/education websites are acceptable for 3.1 and will receive a “yes.”
- 3) To receive a point for *specific cessation for tobacco-use dependence* (3.3, 3.5), the policy must identify at least one of the following: 1) a cessation strategy (e.g., Freedom from Smoking program); 2) links to a cessation program website (e.g., Freedom from Smoking program online at <http://www.ffonline.org/>); 3) an established college/university sponsored cessation program; or 4) product or service offered in the health insurance plans.
- 4) If *specific cessation for tobacco-use dependence* (3.3, 3.5) is “yes,” then *general cessation for tobacco-use dependence* (3.2, 3.4, respectively) is also “yes.”
- 5) If *specific cessation for tobacco-use dependence* (3.3, 3.5) mentions “smokers” or “tobacco users,” then mark “yes” for both students and faculty/staff.

ORGANIZATION & COMMUNICATION:

This domain measures the extent to which the college/university communicates the policy, *whether it is a comprehensive tobacco free policy or a smokefree policy*. It also measures the rationale for instituting the policy, and the management of the policy.

The maximum number of points for this domain will be awarded if the policy: 1) identifies specific strategies for communication of the policy; 2) provides a rationale that includes health and/or environmental consequences; 3) has a specified enforcement or adoption date; and 4) identifies individuals to maintain the policy.

4 ORGANIZATION & COMMUNICATION											
Communicating the Policy				Rationale				Management			
Yes	No	4.1	general communication of the policy	Yes	No	4.4	any rationale given for health or environmental consequences	Yes	No	4.6	applicable enforcement or adoption date
Yes	No	4.2	policy references printed/online materials	Yes	No	4.5	provides definition of tobacco products	Yes	No	4.7	individual(s) identified to review and/or update the policy
Yes	No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7 ORGANIZATION & COMMUNICATION SCORE: _____ / 7											

Definitions

Communicating the policy

- 1) *General communication* (4.1) of the policy states that the policy is communicated, but does NOT identify specific channels of communication.
- 2) *Printed/online materials* (4.2) are defined as school sponsored printed or online resources, including any materials which contain the policy, that are distributed to students, staff, and/or visitors (e.g., handbooks). The existence of resources (e.g., website) without mention of distribution methods is not sufficient.
- 3) *Signage* (4.3) refers to "tobacco free" notices or symbols placed across campus, at entrances to buildings, and/or at various locations throughout the building that are college/university owned/ leased.

Rationale

- 1) A *rationale* (4.4) must identify the health consequences of tobacco use and secondhand smoke or the improved health (e.g., lowered cancer rates) and/or environmental (e.g., improved air quality, reduced littering) outcomes of the policy.
- 2) The policy must provide a *definition of tobacco products* (4.5) (e.g., anything that includes nicotine that is not meant for cessation) and/or provide a comprehensive list of tobacco products which must include examples of smoke and smokeless tobacco.

Management

- 1) An *applicable enforcement or adoption date* (4.6) of the policy must have a date, including month and year, when the policy was revised, adopted, issued and/or enforced.
- 2) *Individual(s) identified to review and/or update the policy* (4.7) must be mentioned within the policy and must be identified by name and/or job title of the person(s) responsible for assessing the policy. This does *not* include the actual enforcement of the policy.

Domain Rules

- 1) The policy must explicitly mention each item listed in order to receive the maximum section score of 7.
- 2) If *policy references printed materials* (4.2) or *policy references signage* (4.3) is "yes," then *general communication* (4.1) is also "yes."
- 3) If the policy can be found online, then the university is generally communicating the policy (since most communication at the collegiate level is often web-based) and receives a "yes" for *general communication* (4.1).

- 4) In the policy, the college/university *must* explicitly identify the manner in which the policy will be communicated to receive a point for *policy references printed/online materials* (4.2). The written policy must explicitly state that the college/university will communicate the policy through printed materials and/or online. **Note: Simply posting the policy online does not constitute a point for this item.**
- 5) In the policy, the college/university *must* explicitly identify the manner in which the policy will be communicated to receive a point for *policy references signage* (4.3). The written policy must explicitly state that the college/university will communicate the policy through signage.
- 6) *Applicable enforcement or adoption date* (4.6) must include a revision date in the policy to code “yes.” If a date is not specific to the policy alone (e.g., year of Student Handbook update, Staff Procedures Handbook update), then code “no.”
- 7) If the individual(s) is named only as a policy enforcer, code “no” for *Individual(s) identified to review and/or update the policy* (4.7).

PROMOTION OF TOBACCO PRODUCTS:

This domain measures the extent to which the college/university prohibits tobacco-related sales, advertising, and funding, including sponsorship of college/university events and property, and financial support for research, evaluation, and development.

The maximum number of points for this domain will be awarded if the policy, *whether it is a comprehensive tobacco free policy or a smokefree policy*: 1) prohibits tobacco-related advertising and sponsorship at university sponsored events, and on college/university property; 2) prohibits tobacco-related advertising and sponsorship in college/university publications; 3) restricts the sale and distribution of tobacco-related products at college/university sponsored events, and on college/university property; and 4) refuses research grant and/or funding from the tobacco industry.

5 PROMOTION OF TOBACCO PRODUCTS											
Advertising/Sponsorship				Sales/Distribution				Tobacco Industry Funding			
Yes	No	5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes	No	5.4	prohibits the sale and distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes	No	5.6	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes	No	5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes	No	5.5	prohibits the sale and distribution of tobacco-related products & merchandise on college/university property				
Yes	No	5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university								
Total all “Yes” responses for Items 5.1-5.6 PROMOTION OF TOBACCO PRODUCTS SCORE: _____ / 6											

Definitions

- 1) *Tobacco-related advertising and sponsorship* is the promotion of tobacco and the tobacco industry’s advertising at both on- and off-campus events (5.1) and on college/university property (5.2). This includes the acceptance of financial contributions, resources, or materials from the tobacco industry for use by the college/university for on- and off-campus events (5.1) and college/university property (5.2).
- 2) *Publications produced by college/university* (5.3) refers to any printed or electronic material created by the college/university.
- 3) *Sales/distribution* (5.4, 5.5) is the dissemination, for profit or gratis, of any tobacco or tobacco-related product, including materials with tobacco industry logos.

- 4) *Industry support* (5.6) includes any funding, awards, equipment supplies, material support, donations, or financial support given to the college/university for research, evaluation, or teaching and development on behalf of the tobacco industry and/or financial investments in the tobacco industry.

Domain Rules

- 1) The policy must explicitly mention each item listed and must state *all* tobacco products in order to receive the maximum section score of 6.
- 2) To receive a point for *prohibits tobacco-related advertising & sponsorship at college/university events* (5.1) and *prohibits the sale and distribution of tobacco-related products & merchandise at college/university-sponsored events* (5.4), the policy must not exclude either on- or off-campus events. Stating "college/university sponsored events" here is acceptable and should be coded as "yes." Stating "campus events on university property" is not all encompassing and would be coded "no."
- 3) If the policy prohibits the use of tobacco industry funding for research, evaluation, or teaching and development, and does not explicitly exclude any of these areas, code *industry support* (5.6) "yes."

TOTAL SCORE:

The total score depends on the residence status at the college/university (e.g., NO residences, ONLY on-campus residences, or BOTH on- and off-campus residences).

		TOTAL SCORE
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5)	_____ / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5)	_____ / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5)	_____ / 49

Domain Rules

- 1) For colleges/universities with no residences, add the scores from sections 1A, 2, 3, 4, and 5 for the total score. The maximum score for schools with NO residences is 43.
- 2) For colleges/universities with ONLY on-campus residences, add the scores from sections 1B, 2, 3, 4, and 5 for the total score. The maximum score for schools with ONLY on-campus residences is 46.
- 3) For colleges/universities with BOTH on- and off-campus residences, add the scores from sections 1C, 2, 3, 4, and 5 for the total score. The maximum score for schools with BOTH on- and off-campus residences is 49.

Higher Education Tobacco Policy Rating Form **April 2011**

School Name:	Date:	Rater ID:	Policy Status:	Residence Status:
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1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students	Faculty	Visitors
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.1 college/university grounds TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.5 college/university grounds TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.9 college/university grounds TF SF
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.2 college/university non-resident buildings TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.6 college/university non-resident buildings TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.10 college/university non-resident buildings TF SF
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.3 vehicles TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.7 vehicles TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.11 vehicles TF SF
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.4 college/university sponsored events TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.8 college/university sponsored events TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.12 college/university sponsored events TF SF
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.13 24 hours/day, 365 days/year TF SF		
Yes—TF No 1.14 policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)		
Total all "Yes-SF" responses for Items 1.1-1.13 _____ x 0.75 = SF SUBTOTAL _____		
Total all "Yes-TF" responses for Items 1.1-1.14 _____ x 1.00 = TF SUBTOTAL _____		
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL _____ / 14		

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.
Please complete ONLY ONE of the three sections below: 1A, 1B or 1C

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: _____ / 14

1B

Students	Faculty	Visitors
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.15 college/university residences on-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.16 college/university residences on-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.17 college/university residences on-campus TF SF
Total all "Yes-SF" responses for Items 1.15-1.17 _____ x 0.75 = SF SUBTOTAL _____		
Total all "Yes-TF" responses for Items 1.15-1.17 _____ x 1.00 = TF SUBTOTAL _____		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: _____ / 17		

1C

Students	Faculty	Visitors
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.15 college/university residences on-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.16 college/university residences on-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.17 college/university residences on-campus TF SF
<input type="checkbox"/> Yes <input type="checkbox"/> No 1.18 college/university residences off-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.19 college/university residences off-campus TF SF	<input type="checkbox"/> Yes <input type="checkbox"/> No 1.20 college/university residences off-campus TF SF
Total all "Yes-SF" responses for Items 1.15-1.20 _____ x 0.75 = SF SUBTOTAL _____		
Total all "Yes-TF" responses for Items 1.15-1.20 _____ x 1.00 = TF SUBTOTAL _____		
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL		
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: _____ / 20		

Higher Education Tobacco Policy Rating Form *cont.*

2 ENFORCEMENT											
Students				Faculty				Visitors			
Yes	No	2.1	general enforcement	Yes	No	2.5	general enforcement	Yes	No	2.9	general enforcement
Yes	No	2.2	identifies specific enforcement	Yes	No	2.6	identifies specific enforcement	Yes	No	2.10	identifies specific enforcement
Yes	No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	No	2.4	establishes designated individual(s) for enforcement	Yes	No	2.8	establishes designated individual(s) for enforcement				
Yes	No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11 ENFORCEMENT SCORE: _____ / 11											

3 PREVENTION & TREATMENT SERVICES											
Prevention/Education Initiatives				Cessation—Students				Cessation—Faculty/Staff			
Yes	No	3.1	prevention/ education services or initiatives for tobacco non-use offered	Yes	No	3.2	general cessation for tobacco-use dependence	Yes	No	3.4	general cessation for tobacco-use dependence
				Yes	No	3.3	specific cessation for tobacco-use dependence	Yes	No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5 PREVENTION & TREATMENT SCORE: _____ / 5											

4 ORGANIZATION & COMMUNICATION											
Communicating the Policy				Rationale				Management			
Yes	No	4.1	general communication of the policy	Yes	No	4.4	any rationale given for health or environmental consequences	Yes	No	4.6	applicable enforcement or adoption date
Yes	No	4.2	policy references printed/online materials	Yes	No	4.5	provides definition of tobacco products	Yes	No	4.7	individual(s) identified to review and/or update the policy
Yes	No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7 ORGANIZATION & COMMUNICATION SCORE: _____ / 7											

Higher Education Tobacco Policy Rating Form *cont.*

5 PROMOTION OF TOBACCO PRODUCTS											
Advertising/Sponsorship				Sales/Distribution				Tobacco Industry Funding			
Yes	No	5.1	prohibits tobacco-related advertising & sponsorship at college/university events	Yes	No	5.4	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	Yes	No	5.6	prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
Yes	No	5.2	prohibits tobacco-related advertising & sponsorship on college/university property	Yes	No	5.5	prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property				
Yes	No	5.3	prohibits tobacco-related advertising & sponsorship in publications produced by college/university								
<p>Total all "Yes" responses for Items 5.1-5.6 PROMOTION OF TOBACCO PRODUCTS SCORE: _____ / 6</p>											

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) _____ / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) _____ / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) _____ / 49

Developed by:



APPENDIX C

Components of a Comprehensive Tobacco Free College/University Policy

Components of a Comprehensive Tobacco Free College/University Policy

It is important for all institutions to adopt a comprehensive tobacco free policy in order to better protect students, employees, and visitors from the adverse health and environmental effects of all tobacco use. A comprehensive policy should: 1) focus on the hazards of all tobacco use; 2) prohibit the use of all tobacco products, not just cigarettes; 3) apply at all locations, at all times, to all patrons; 4) be strongly enforced; 5) focus on initiatives and services to promote non-use and support those who want to quit; 6) prohibit the sale and distribution of tobacco; 7) prohibit advertising, marketing, and the promotion of tobacco products; 8) refuse research support and sponsorship from the tobacco industry; and 9) be organized and communicated effectively.

To be comprehensive, the following components should be included in the tobacco free policy:

1. The purpose of the policy.

Example language: *The purpose of this policy is to provide a 100% tobacco free environment to safeguard the health of students, employees and visitors.*

2. A definition of tobacco products.

Example language: *Tobacco products are smoke and smokeless tobacco products including but not limited to cigars, cigarettes, cigarillos, oral tobacco, e-cigarettes, and hookah/pipe smoked products, but excludes nicotine products that are intended for cessation purposes.*

3. The prohibition of the use of tobacco by all patrons, at all times, and in all locations.

Example language: *Tobacco use is prohibited for all students, faculty, staff, and visitors, 24 hours a day, 365 days a year on all college/university grounds, including in all on-and off-campus residences (e.g., dorms, married student housing), non-resident campus buildings, all vehicles on campus property, and any vehicle owned, leased, or rented by the institution. On- and off-campus events sponsored by the institution will not permit the use of tobacco. Possession of tobacco products is prohibited for anyone under the age of 18.*

4. The mechanisms for enforcing the policy, outlining specific consequences.

Example language: *In order to effectively enforce the tobacco free policy, the institution will offer cessation and/or tobacco use education classes to policy violators. The institution will also administer specific consequences to students, employees, and visitors for violations, such as fair and uniform fines or citations. To create a fair, consistent policy, the institution will identify a specific individual or office to act as the enforcer (e.g., Human Resources, the Vice-President, Office of Student Affairs).*

5. The prevention and cessation services that will be offered.

Example language: *The institution will offer and promote prevention/education services or initiatives for tobacco non-use, such as courses and events, to all members of the campus community. Recognizing the personal challenges to quit using tobacco products, the institution will also provide cessation services for tobacco-use dependence such as services, programs, or referrals to assist users with quitting (e.g., Freedom from Smoking) and/or includes cessation services in the health insurance plans.*

6. The prohibition of the sale and distribution of tobacco.

Example language: *The sale and distribution of tobacco-related products and merchandise on campus grounds and at college/university sponsored events is prohibited, regardless of the operating vendor or venue.*

7. The prohibition of promotion, advertising and marketing of tobacco on campus property and at any institution-sponsored events.

Example language: *Tobacco related advertising and sponsorship at college/university sponsored events, both on- and off-campus, on institution property, and in publications produced by the institution is not permitted.*

8. The prohibition of direct or indirect support from the tobacco industry.

Example language: *Any direct or indirect support from the tobacco industry, such as funding, awards, or financial support including donations, equipment supplies and material support, for the following, including but not limited to research, evaluation, teaching, and development is prohibited.*

9. Mechanisms for communicating the policy to students/employees/ visitors.

Example language: *The institution will clearly cite an applicable enforcement or adoption date on the policy so that students, employees, and visitors will be aware of the policy's initiation date. The institution will also identify a specific individual or office to review and/or update the policy.*

Students, employees, and visitors will be informed of the tobacco policy by clear visibly marked signs and printed/online materials. Every year, printed/online materials will be distributed directly to students, employees, and visitors through the institution's website and handbooks. Clearly marked signs will be posted prohibiting all tobacco products and identifying the campus as "tobacco free" throughout the campus, at building entrances, and throughout institution owned/leased/rented buildings.

For more information on drafting a comprehensive tobacco free policy, please refer to:

American Lung Association of Oregon. (2007). Tobacco free environment: model policy for Oregon community colleges.

http://www.tobaccofreeu.org/your_state/documents/TF_Policy_Model_Community_Colleges.pdf

American Cancer Society's Smoke-Free New England Initiative. Standards for creating a tobacco-free campus.

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