Tobacco-Free Advisory Council Meeting Minutes
Thursday, May 9, 2013
SU 105
2:00 – 4:00 pm

Members Present:  Peggy DeJaco, Maggie Gough, Alar Lipping, Ann James, Erik Pederson, Leslie Pierce, Mary Lee Schott, Jeff Waple, Steve Weiss

Members Absent:  Karen Campbell, Cathy Carson, Chris Cole, Doris Shaw, Lori Southwood, Barb Sweeney, Rebecca Volpe, Sara Kelley, Ray Mirizzi, Mark Neikirk, Sara Sidebottom, Lindsey Koetting (minutes)

Welcome

Steve Weiss welcomed the group and began right away with subcommittee updates.

Subcommittee Updates

Tobacco Addiction, Treatment and Prevention subcommittee shared first. Maggie Gough began by telling the council that her subcommittee is still in the process of writing their recommendations and finalizing all of the details to go along with them. The subcommittee currently has about five recommendations, and has split the work up amongst one another. They have no concerns right now, but once they share their recommendations with their subcommittee members they may have some tweaks that they didn’t think of until sharing.

Maggie indicated that she spoke to the pharmacy at UK to understand how they were able to break up the NRT products for daily doses. She informed the council that there was a misunderstanding; UK never broke up their NRT products because it was too much of a liability issue. In the convenient stores located around UK’s campus, they do have small, single use packages available for purchase. Maggie has an email into Andy Meeks to ask Chartwell’s to get a price for these individually packaged single usage NRT products.

A suggestion was made by Maggie that NRT products are made available through vending machines around campus. This would be beneficial because people would be able to purchase NRT products around campus and it would not matter what building they are in.

Facilities, Boundaries and Signage shared with the council. Mary Lee Schott indicated that her subcommittee met and had a big turnout. She indicated that she and Ray Mirizzi’s subcommittee are beginning to join forces with the Marketing and Communications subcommittee to work on messaging and signage. The Facilities, Boundaries and Signage subcommittee is currently working on their recommendations. There was discussion about whether or not the recommendations had to be in by next Friday. Maggie indicated that once the recommendations are approved there will be a lot of details that will need to be worked out, such as getting quotes and reviews.
Mary Lee indicated her concern with the time line and all the details that need to be worked out. She said that all temporary signage will have to be in place by August for when classes begin again. Mary Lee told the council about Karen Campbell giving approval to hire a contractor to graph where the boundaries are, where signage should be placed, where the hot spots are for smoking and where focus needs to be placed in terms of ambassadors.

Mary Lee went on to ask the council if they knew the format in which recommendations will be given to the President. She believes the Facilities, Boundaries and Signage subcommittee will be giving their recommendation in a binder, so she is trying to find documents that will fit and decide what to include in the binder. Mary Lee gave examples of what will be included in the binder, such as what to have as temporary or permanent signage and the Grant County property.

Mary Lee had some questions for the council. She asked if anyone knew why the University of Kentucky excluded the leased properties in their boundaries. No one on the Advisory Council knew the answer, so she said she would have Ray ask at the UK trip tomorrow.

Mary Lee indicated that the rest of her questions were more specific to the Marketing and Communications subcommittee. For example, what messages are going to be used and where they are going to go? She indicated that her subcommittee is moving along, but still have a lot to work on. Mary Lee gave ideas that her subcommittee came up with for temporary signage. She indicated that there are currently no smoking signs on buildings and free standing posts, so for the temporary roll out, they could be covered with vinyl coverings that indicate the tobacco-free policy is coming soon, or however Marketing will approach it. These temporary signs will be able to be changed when the policy is being implemented.

Mary Lee expressed her subcommittees concern about how the policy is going to be enforced. She indicated that the people from housing and the BOK showed the most concern for enforcement. With this question, the discussion moved to the Compliance and Enforcement subcommittee.

Compliance and Enforcement shared that their subcommittee is still trying to decide which way of enforcing the policy will work best. Ann James indicated that she is hoping to know more about how the subcommittee is going to recommend enforcement by next Friday. Ann also indicated that they are going to recommend a period of one semester with no penalties and ambassadors, which would be volunteers or employees of the university. Ambassadors would be assigned to specific areas or programs depending on the physical needs. Ambassadors would be responsible for talking to people who are not abiding by the policy and give them educational information. Leslie Pierce indicated that in their budget recommendation they are going to recommend someone from HR to take emails with complaints.

Ann indicated that there needs to be a way to track people that are not abiding by the policy and the warnings that are given to them. For faculty/staff HR may do this, for students the Dean of Students
office and for visitors is still under discussion, but HR will possibly work with BOK. Leslie indicated that with visitors, the goal will be to have them stop using tobacco while on campus, not to fine them. The subcommittee has researched other universities to see what they have done. Leslie indicated that if the situation got out of hand, visitors were removed from campus. However, we do not want to take this step unless it is necessary. The goal is to have visitors be respectful of the policy. Leslie indicated that she believes that students, faculty and staff will be the main focus.

Ann James indicated that they have begun their recommendations, but they want to wait to finish them up until after the trip to UK. The subcommittee is planning on asking compliance and enforcement questions while at UK, in order to better their recommendations. The Compliance and Enforcement subcommittee believes they will have a lot of recommendations.

Steve asked the subcommittee how the discipline would work for someone violating the policy and how the person knows he is actually violating the policy. Ann answered Steve’s question by stating an ambassador would go up to the person that is violating the policy and give them a warning and inform that person of the policy. Steve expressed concern about students being the ambassadors and enforcements of the policy. Leslie and Ann indicated that when referring to the ambassadors they are not necessarily referring to students. Ambassadors will either be volunteers or employees of the university.

Steve indicated concern about a way to identify individuals that are disobeying the policy. Leslie stated that if it is an employee she would think they would provide their name. She said that if a student is belligerent and noncompliant then University Police may need to be involved. Jeff Waple joined the discussion by informing the council that in the student code of conduct there is already a policy in place that states that students must comply with administrative and faculty requests, such as presenting identification when asked.

Steve asked the subcommittee if they were considering using fines. Leslie and Ann said they are going to recommend the usage of fines, but make the price a little less than a parking ticket, around $15. They want the price of the fine to be high enough to work, but not unreasonable.

**Follow Up From Last Meeting**

Erik Pederson spoke about the drawing competition. He said the designs that were turned in were not what the council was looking for. Erik indicated that he believed the designs were more like propaganda for not using tobacco products. The designs were not what the council had anticipated them to be. None of the designs say NKU tobacco-free on them at all.

Steve asked about the art students creating murals or temporary paintings in order to get the students involved. Mary Lee indicated that she thought this would be a great idea if a professor is willing to take on that responsibility. She does not feel that her subcommittee would be able to take on the responsibility of coordinating this. Steve said there are many locations that people smoke at that the art
students would be able to work with. Creative ideas may be able to get to students better; however, some ideas may be offensive even if they are creative.

Subcommittee Recommendations due date was brought up again. The group wanted to know if the deadline would still be May 17. Mary Lee suggested that the subcommittees turn in their recommendations to the Task Force chairs for their review, so they can give their feedback and have the recommendation final turn in date as May 24. Jeff said for each subcommittee to turn in a draft of their recommendations. The Task Force chairs will review them and give some other ideas if necessary. The recommendations will be due no later than May 24.

Mary Lee asked about turning her recommendations in through a binder. Jeff indicated that electronically would be better. For editing purposes turn in the recommendations as a Word document, and then for the final recommendation send in as a PDF. The Task Force chairs will be reviewing the recommendations together, but Steve will be the editor.

UK Trip – Final Logistics

The bus will leave from the Student Union circle at 8:30am for the trip to UK. Agenda items include, an overview of the policy, meeting the ambassadors and discussing the ambassador program, enforcement policy with students, and evaluation of the policy, cigarette butt pickup, observation of violators, data from the report line, awareness, attitudes and support of policy, treatment section, and viewing signage observation upon leaving. Boxed lunches will be provided and NRT will be available for those individuals that need it.

Closing

In closing there was some discussion about smoking in designated smoking areas and how people comply or do not comply with using these specific areas. Mary Lee stated that the people that do smoke in the designated smoking areas are complying with the policy, and will most likely be the ones to comply once the tobacco-free policy is implemented.

Steven then asked about how UK deals with tobacco research and the KTRC – research on how to effectively grow tobacco, which is done on UK’s campus in the agricultural department. Leslie indicated that in her group’s research they found that there were exceptions when it came to research or religious purposes.

Steve gave a quick recap of the meeting and then everyone was dismissed.

Announcements:

Next meeting will be on Thursday, May 23, 2013 at 2:00pm in SU 105.