

Clear Passages Policy & Procedures

Mission Statement

Clear Passages is the initiative at St. Francis College relating to tobacco use established to enhance the health and wellness of the College's students, faculty, staff and administration (SFC Community). Through its Committee, Clear Passages strives to understand and meet the needs of everyone in the SFC Community by effectively communicating the Clear Passages Policy and evaluating feedback received regarding the Policy, while promoting the Franciscan Values of respect, support, peaceful coexistence, education, and concern for the environment.

The Clear Passages Committee has several initiatives and trainings offered through the year to engage the SFC Community on tobacco education and support. Our Franciscan heart is proud to support the following Nicotine Anonymous meetings in a supportive environment for all those looking to reduce or stop smoking. All are welcome.

**Nicotine Anonymous meetings will be offered on campus every
Wednesday, 12:30pm to 1:30pm, Room 6221 (starting September 13, 2017)**

Clear Passages Policy

The *Respectful Smoking Community* has been designated as the area where tobacco products may be used by the SFC Community. All other areas, including the inside of the building, are prohibited. Failure to comply with this policy will result in disciplinary actions.

Location of Respectful Smoking Community

The *Respectful Smoking Community* area is located on the far end of the Court Street side of our campus in front of the Library/ 1st floor computer lab. This is the **ONLY** location that tobacco products can be used.

Procedures

Addressing inappropriate tobacco use outside of Respectful Smoking Community

Students:

If a student sees someone smoking on campus in areas other than the designated Respectful Smoking Community area, the student **SHOULD NOT** approach the individual, but alert Security of the situation.

Security will immediately advise the individual to move to the Respectful Smoking Community.






Faculty, Staff, & Administrators:

If faculty, staff, or an administrator observes someone smoking on campus in areas other than the Respectful Smoking Community, the individual can approach the individual encouraging them to move to the Respectful Smoking Community. (If faculty, staff, or an administrator sees someone smoking on campus in other than the Respectful Smoking Community and does not wish to speak with the individual, they should advise Security of such.)

- If the individual refuses to move, they should advise Security of such. Security will immediately advise the individual to move to the Respectful Smoking Community.
- If the individual does not comply and is a student, if necessary Security will take the ID from the individual, reporting to the Dean of Students or Director of Student Activities for disciplinary handling.

Security will immediately advise the individual to move to the Respectful Smoking Community.

Security has the right to remove the St. Francis College ID of all individuals who do not comply with the procedures of Clear Passages. Disciplinary action will be enforced.

CLINTON STREET				
	Respectful Smoking Area	Main Entrance	Smoke Free Community	Differently Abled Entrance
				
	Respectful Smoking Area	Smoke Free Community	Smoke Free Community	Smoke Free Community
COURT STREET				
<div>REMSEN STREET</div>				