February 3, 2012

Kapiʻolani CC Tobacco Products Policy Task Force (TPP TF) Minutes

Place: ʻIlīma 202A

Date: February 25, 2012

Time: 11:00 A.M.

Task Force Members Present:
Kalani Fujiwara, Jim Metz, Crystal Moon, Melisa Orozoco, Gordon Man, Patricia O’Hagan, Salvatore Lanzilotti

Agenda for 2/24/12:

1. Fall 2012 Delegated Sites for Smoking

Salvatore and Gordon presented 12 proposed smoking sites for the 2012-13 AY. The Task Force reviewed the sites and approved 10 of the sites as proposed. Site 6 was eliminated and site 5 was moved. (See attached map for approved sites. Note that site numbers have been changed from the proposed site map based on these decisions.)

The TF agreed that these sites would have containers with signs that state that the campus is a non-smoking campus except in the designated areas, with a map showing the designated areas. In addition, the TF agreed that all ingress walkways near bus stops would be equipped with a container for butts and a sign that stated the campus is non-smoking, with specifically designated areas for smoking, and that cigarette butts were to be placed in the container before entering the college.

Discussion included the type of container for butts. It was suggested that whatever type of container or equipment the College buys during this transition period, it should be usable for post-smoking campus as well, e.g., the item to the left which has an optional extension for cigarette butts that can be removed.

It was suggested that the college place items such as the one to the right, referred to as a "smoker’s waste receptacle" at every entry to the college. http://www.barcoproducts.com/store/item.asp?ITEM_ID=1891&DEPARTMENT_ID=100

**Responsibility: Gordon Man** volunteered to review these items and make suggestions to the Task Force to include issues such as cost, durability, etc.

Finally, the Task Force agreed that the tables behind ‘Ilima (Admin Building), adjacent to the guests’ parking lot and the cactus garden should remain in place (possibly repainted as a Service Learning project) and used for general use. However, it was stipulated that signs will be placed in this area that clearly state that it is a non smoking area.

2. Strategy for implementing the new policy:
   a. Education and Training - internal and external resources
   b. Communications
   c. Timeline

(a) The Health Academic Programs are planning a *Community Health Fair* for October 16, 2012 which will be focused on *Tobacco & Health*. It will include student activities around the tobacco issue and information for treatment and resources available for quitting smoking.

**Responsibility: Patricia O'Hagan** will keep the Task Force informed as the Health Fair activities are planned. The *Task Force* will determine how it can best develop activities, education, and training opportunities that are coordinated with and will culminate with the Health Fair.

(b) The Task Force will focus its efforts between now and October, especially preparing for the start of school in August, on *Prevention and Education* in relation to the Use of Tobacco Products.

The Task Force agreed to choose one health issue per month, e.g., heart, asthma, food, mental health, etc. and provide the campus with information and possibly programs and training about that particular issue as it relates to tobacco use. These actions will prepare the College for August 2012 when the policy goes into effect and will be an introduction to the *Community Health Fair*.

**Responsibility: Patricia O'Hagan** will review the national health literature and inform the Task Force of the possible issues for each month’s theme.
Salvatore will assist Patricia and other TF volunteers in finding relevant materials to the tobacco-health area theme and blast them on a weekly or bi-weekly basis to all faculty, staff, and students. This should begin some time in March, depending on identification of a theme.

Included in the materials sent to the College community will be the Tobacco Policy Statement.

(c) A suggestion was made to organize a way for the college to acknowledge individuals who quit smoking.

(d) A suggestion was made for the Task Force, along with campus organizations such as Student Congress, and the other AGOs, to co-sponsor events.

(e) The Task Force agreed that it needs a template, i.e., a visual that is on all the literature it provides that identifies with the non smoking policy.

(f) The Task Force will explore how it can best use technology for its education and training purposes.

Responsibility: Salvatore will meet next week with Raphael Lowe to discuss further the setting up of a KCC Tobacco Products Policy website.

Also, the TF suggested the use of twitter to educate and inform. The TF will look further into how this could be done and the resources needed for it to be effective.

(g) The TF decided it would sponsor or co-sponsor talks, presentations, and programs related to non smoking. Resources are available from the community. It was suggested that the TF sponsor/cosponsor at least one program/talk/presentation a month.

(h) College Infrastructure and Tobacco Products Policy. The Task Force agreed that it was essential that the policy be included in course syllabi, new student orientation, and the College’s catalog. In addition, each classroom should have the policy clearly visible for all students and faculty to see.

(i) It was suggested that the cigarette disposal devices on campus, if appropriate have the policy on them and a place for messages that could change monthly.

(j) It was suggested that the College use ex-smokers as peers who educate and train faculty and students on the policy.

(k) It was suggested that the College create business cards that contain the KCC non-smoking policy and the state law, and that have a statement that KCC is a non smoking campus, please smoke only in the designated areas.
The concern was brought up about what happens if smokers ignore and/or defy the policy. The issues of enforcement and consequences were discussed.

With the Chancellor present at the 2-3-12 TF meeting this issue was discussed as illustrated below:

**Question: How to enforce the policy.**

The key is a strong educational component. It takes everyone to help enforce. This is why there is a phase 1 and phase 2. We need to help people understand; help people see this (smoking) is not the only way for them; help them see that this is a health danger to those who do not smoke as well as to themselves. Our responsibility according to State law and UH policy is to protect the health of the non-smokers.

What is important is to establish a culture of “Healthy College” and a lifestyle of health for all members of the college community. Through education we need to provide a choice to people who smoke, and educate faculty, staff, and students. It is up to students, BOSA, Student Congress, Faculty Senate, etc to help offer alternatives. This is not just a Security issue.

**Question: What sanctions will be given to those who do not follow policy.**

It was stated that all major hospitals have gone to non-smoking. When it becomes the culture then it is followed. There will be some growing pains. People need to be reminded. It takes everyone to assist. The Chancellor's strategy of a phase 1 and 2 will help implementation. The Lung Association of Hawai‘i has a close relationship with the College’s Respiratory Program. There is a list of colleges nationwide that have banned smoking; we can have our college listed. It is not about sanctions but about building community.

We need to let everyone know as soon as they enter the campus what the expectation is, e.g., hang a big banner – this is the Health Campus – No Smoking.

A similar discussion took place during this (2-24-12) meeting. The position was voiced that ultimately there needs to be consequences. Also, it was stated that these are not externally imposed consequences because the student, staff, or faculty member, by their actions, are choosing the consequences, i.e., choosing to be punished or disciplined. This position expressed that if the policy is defied openly, and there is no enforcement mechanism and real consequences, such a situation would lead to frustration amongst those who were attempting to uphold the policy and ultimately to policy failure.
The other point of view stated that the College’s goal is to establish, through education and training, a socio-cultural context in which the value for non smoking has been adopted by faculty, staff, and students to the degree that they internalize the responsibility to promote and “enforce” a non smoking campus. If the latter method is not working to the degree necessary to protect the non smoking campus members, then rather than impose discipline or punishment, the campus would try to determine how it can improve its outcomes by improving how it promotes the value of non smoking.

The Task Force agreed that the dialogue was important and vital to a healthy problem solving process.

**Responsibility: Kalani** volunteered to submit a proposal for College enforcement through consequences if the policy is ignored by students, faculty, and/or staff.

3. **Responsibilities**

The Task Force agreed that the it would ask each Task Force member to review the items listed above, 2 (a) to (k) and to choose at least one action item that he/she will work to plan and implement.

**Responsibility: All Task Force Members send Salvatore the item(s), i.e., 2(a) to (k) that you wish to work on. Hopefully, more than one person will choose an item so that we can work in teams. Items that are not chosen obviously will not be implemented.**

N.B. **From the 2-3-12 Meeting the following issues are pending:**

**Responsibilities: Melisa and Ed** will make contacts with non-smoking organizations and inform us at the next meeting about the resources available through these organizations. How they can help us educate the campus and provide resources to help smokers quit if they wish.

**Responsibility: Chancellor Richards** will blast a concise statement that includes the vision (Healthy Campus) and the policy (no-smoking unless designated area).

**Responsibility: TPP TF Get out the message:**

Fall 2012: no smoking on campus except in designated areas adjacent to parking
Fall 2013 no smoking on campus

The next meeting will be on Wednesday, March 9, 11:00 a.m.