Meeting Minutes
Smoking Policy Implementation Committee
Tuesday, September 6, 12:15pm-1:15pm
Templeton, Gray Room

Committee members who have confirmed attendance: Larry Atchison, Melissa Osmond, Tim O'Dwyer, David Rosengard. Tyler Church (CAS student), Yueping Zhang (CAS faculty) Invited guest: Natasha Begin

1. Introductions and thanks to outgoing chair, John Hancock, as well as to continuing committee members for the extraordinary work accomplished over the past two years.--Michael

2. Transition of responsibilities for coordination of committee to Office of the Vice President/Provost. Role of Provost Office vis-à-vis Health/Wellness.
   - Committee expenses to be borne by Office of the Vice President and Provost.
   - Members present agreed to continue, with thanks from Michael.
   - dsa@lclark.edu to be monitored by Michael
   - Web page transition re DSAs to Provost Office page (underway, not yet complete)

3. DSAs table status:
   - Rectangle tables at Platteau, Odell and Copeland originally placed at request of ASLC for non-smokers
   - Rectangle table at Platteau was moved by students to extend DSA out of covered space
   - Contributes to problems with increase of smokers in Platt-Howard DSA and ongoing noise/smoke issues for Platt-Howard residents
   - Octagon tables are DSA specific, as are green umbrellas.

4. Overview of DSA condition by Larry Atchison
   - Newly constructed DSAs required edge metal revisions on roofs. To be done
   - Umbrellas. 4-5 green umbrellas remain in stock.
   - Major issue with cigarette butts on the ground near and at DSAs.
   - Problem for groundskeepers as students are not adequately using containers.

5. Orange signs at Law School, GSEC, CAS
   - Needed additional signs during summer with increased smoking outside DSAs
   - Continue at existing locations at CAS
   - Melissa will check inventory

6. Report by Natasha Begin, AD, Platt Howard re Platt DSA problems
   - Large crowds gathering at and around DSA, particularly between 10pm-2am
   - Approximately four (4) times as many as other DSAs
   - DSA is proximate to both Platt and Howard, with both noise and smoke problematic for residents
   - Questioned whether location/design of DSA funnels noise/smoke rather than dissipates
   - Copeland DSA perceived as "boring" and on periphery
   - Very concerned, as smokers have not responded to repeated interventions by RAs
   - RAs are growing weary of this, as are residents

7. Discussion/outcomes re potential options and DSA construction

- Document violations? Not at this time.
- More Campus Safety officer presence at DSA during problem hours? Will do so as officers available.
- Move rectangular table to another area away from Platt Howard? Yes, to be done by Facility Services
- Maximum occupancy signs? Not at this time.
- Emails to residents and RA staff about continuing problem? Yes.
- Consideration of potential new DSA in Hartzfeld area to provide other options? Yes, explore possibilities without use of any additional parking spaces.

8. Action steps by consent of committee:

- Larry will insure that rectangular table at Platt will be moved to location near Co-Op. Accomplished by Facility Services
- Orange signs—Melissa and Michael will review current inventory and order new as needed
- Need temporary orange sign for front of stadium at football games—Melissa/Michael
- Focused messages to students by committee members re cigarette butts
    - David Rosengard to Forest residents (with recommendation to share with other ADs)-Done
    - Natasha will email her staff
    - Melissa Osmond—Student Health 101--Done
    - Michael Ford—Message to Source re Smoking Policy –Done

- Tim O'Dwyer—will advise his officers of this problem and request for additional monitoring if necessary
- Tyler Church/Larry Atkinson will do periodic checking of DSAs across campus and report conditions to committee
- Larry, Melissa, David, Tyler and Michael will further explore Hartzfeld DSA possibility
- Michael will follow-up with GSEC and LAW re representatives
- Committee members and guests asked to suggest students for committee to Michael

9. Other

- Question re "electronic cigarettes"- are they covered in smoking policy? While not formally mentioned in the policy, the committee agreed that they are implicit in the policy, given that electronic cigarettes are one method of a tobacco delivery system, and they are not smokeless. Further discussion at later meeting.
- Committee agreed that Tuesday lunch is a workable day/time for meetings.
- Meetings to be convened as necessary/requested.

10. Meeting adjourned at 1:15pm

Draft minutes to committee for review on Thursday, September 15, 2011
Minutes approved at meeting, September 20, 2011