

WILLIAMS COLLEGE WILLIAMSTOWN, MASSACHUSETTS 01267

February 17, 2003

To Faculty and Staff,

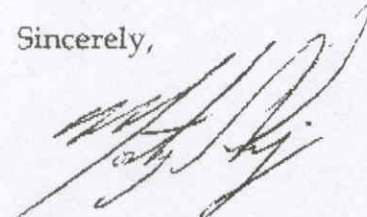
We are writing to inform you of a change in College policy regarding smoking. From the end of this semester, smoking will no longer be permitted anywhere in College buildings, including student rooms, or within 25 feet of a College building.

The reason is straightforward. The Environmental Protection Agency has determined that secondhand smoke causes cancer. Smoke produced in individual rooms or near doors or windows inevitably affects all those who use those buildings. In our case that means all students, faculty, and staff. It seems clear, then, that for the health and safety of all members of our community, all College buildings and the areas immediately around them need to be smoke-free.

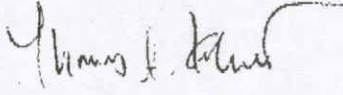
Over the coming months, the College will devise a system to enable those who choose to smoke to dispose of used cigarettes outdoors in an appropriate way. For those who want to quit, the College very much wants to help. You'll hear soon from the Health Center about smoking cessation programs to take place this spring free of charge. In addition, all faculty and staff have available to them the resources of the Wellness Corporation, which can be contacted at (800) 828-6025.

For those of you who do smoke, the decision whether to continue is, of course, yours. The College, however, has two responsibilities: to insure that smoking does not endanger others and to help as best it can those who want to quit. Williams is prepared to fulfill them both.


Sincerely,



President of the College



Dean of the Faculty



Vice President for Administration
and Treasurer