

CUNY Environmental Assessment – April/May 2013
Borough of Manhattan Community College¹ Packet

Campus: _____

Data Collectors: _____

Date: _____ Day of Week: _____

Is the day of the week (M/T/W/Th/F) the same as 2012?

Yes ____ No ____

If no, what day of the week is it today?

M T W Th F

Explain why data collection had to be on a different day:

Start time: _____ End time: _____

**This time is for your entire time on campus for data collection.*

Important! Begin assessing Tobacco Users Observations:

Location 1 by 4:33 PM Location 2 by 5:14 PM Location 3 by 6:03 PM

NOTES:

** Include only campus wide notes, enter location-specific notes on Final Data Sheet for that location.*

¹ BMCC security will have been contacted prior to the data collection date.

Campus Map



FINAL DATA SHEET

This form will be used for data entry. Please write legibly.

LOCATION # 1

Important! Use same location number and name as 2012 location.

Designated Area. Is the designated area exactly the same area as 2012?

Yes _____ No _____

If no, explain why you could not assess the same area?

If no, describe the new designated area (what part of 2012 area, if any, is included, what new areas are included, etc.).

Weather

Cloud cover:

1. cloudy/rain 2. mostly cloudy 3. partly cloudy 4. mostly sunny 5. sunny

Wind:

1. strong/gusty 2. moderate/breezy 3. light/intermittent 4. still

Estimated Temperature: _____

Tobacco Users–Observations- 15 minutes.

Start time: _____ End time: _____

Total visitors in designated area: _____ Smokers in designated area: _____

Is the start/end time the same as 2012 (by 5 minutes)?

Yes _____ No _____

Explain why data collection had to be at a different time:

Signs A. Number of No-Smoking/Tobacco signs

		Designated Area	Within eye view (including designated area)
1.	No Smoking		
2.	No Smoking within certain area (e.g., "X" number of feet from entrance)		
3.	No Tobacco		
4.	Designated Smoking Area		
5.	Other Tobacco signs (not advertising)		

Receptacles. Number of receptacles specifically for ashes and tobacco related litter.

Within designated area: _____ Within eye view (including designated area): _____

Litter

Tobacco litter counts:

_____ Cigarette Butts

_____ Other tobacco-related litter (i.e., boxes, lighters, matches, match books)

Non-tobacco related litter counts:

_____ Paper waste (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste)

_____ Food litter (e.g., food, containers, cups, wrappers, bags, utensils, gum)

_____ Bottles/cans _____ Broken glass (see guidelines) _____ Other

If other, please list: _____

Notes (site was cleaned during assessment, construction in at the site, other event or occurrence that might affect site and/or data collection):

TOBACCO USERS TALLY SHEET

Use this form to tally counts during data collection. Add total to final data sheet when collection is complete.

LOCATION 1

People, Round 1. Remember to only count people who are sitting/hanging out in area or are entering or leaving the building that you are assessing.

Tobacco User	Non-Tobacco User

People, Round 2 (if needed). If the team's numbers are off by more than 10%, recount visitors below.

Tobacco User	Non-Tobacco User

LITTER TALLY SHEET (surface litter only)

Use this form to tally counts during data collection. Add total to final data sheet when collection is complete.

Check guidelines to see what counts as what litter.

LOCATION 1

<u>Cigarette Butts:</u>
<u>Other tobacco-related litter</u> (i.e., boxes, lighters, matches, match books):
<u>Paper waste – non-food</u> (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste):
<u>Food waste</u> (e.g., food, containers, cups, wrappers, bags, utensils, gum):
<u>Bottles/cans:</u>
<u>Broken glass:</u>
<u>Other</u> (describe):

FINAL DATA SHEET

This form will be used for data entry. Please write legibly.

LOCATION # 2

Important! Use same location number and name as 2012 location.

Designated Area. Is the designated area exactly the same area as 2012?

Yes _____ No _____

If no, explain why you could not assess the same area?

If no, describe the new designated area (what part of 2012 area, if any, is included, what new areas are included, etc.).

Weather

Cloud cover:

1. cloudy/rain 2. mostly cloudy 3. partly cloudy 4. mostly sunny 5. sunny

Wind:

1. strong/gusty 2. moderate/breezy 3. light/intermittent 4. still

Estimated Temperature: _____

Tobacco Users–Observations- 15 minutes.

Start time: _____ End time: _____

Total visitors in designated area: _____ Smokers in designated area: _____

Is the start/end time the same as 2012 (by 5 minutes)?

Yes _____ No _____

Explain why data collection had to be at a different time:

Signs A. Number of No-Smoking/Tobacco signs

		Designated Area	Within eye view (including designated area)
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5.	Other Tobacco signs (not advertising)		

Receptacles. Number of receptacles specifically for ashes and tobacco related litter.

Within designated area: _____ Within eye view (including designated area): _____

Litter

Tobacco litter counts:

_____ Cigarette Butts

_____ Other tobacco-related litter (i.e., boxes, lighters, matches, match books)

Non-tobacco related litter counts:

_____ Paper waste (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste)

_____ Food litter (e.g., food, containers, cups, wrappers, bags, utensils, gum)

_____ Bottles/cans _____ Broken glass (see guidelines) _____ Other

If other, please list: _____

Notes (site was cleaned during assessment, construction in at the site, other event or occurrence that might affect site and/or data collection):

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Use this form to tally counts during data collection. Add total to final data sheet when collection is complete.

LOCATION 2

People, Round 1. Remember to only count people who are sitting/hanging out in area or are entering or leaving the building that you are assessing.

Tobacco User	Non-Tobacco User

People, Round 2 (if needed). If the team's numbers are off by more than 10%, recount visitors below.

Tobacco User	Non-Tobacco User

LITTER TALLY SHEET (surface litter only)

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LOCATION 2

<u>Cigarette Butts:</u>
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<u>Paper waste – non-food</u> (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste):
<u>Food waste</u> (e.g., food, containers, cups, wrappers, bags, utensils, gum):
<u>Bottles/cans:</u>
<u>Broken glass:</u>
<u>Other</u> (describe):

FINAL DATA SHEET

This form will be used for data entry. Please write legibly.

LOCATION # 3

Important! Use same location number and name as 2012 location.

Designated Area. Is the designated area exactly the same area as 2012?

Yes _____ No _____

If no, explain why you could not assess the same area?

If no, describe the new designated area (what part of 2012 area, if any, is included, what new areas are included, etc.).

Weather

Cloud cover:

1. cloudy/rain 2. mostly cloudy 3. partly cloudy 4. mostly sunny 5. sunny

Wind:

1. strong/gusty 2. moderate/breezy 3. light/intermittent 4. still

Estimated Temperature: _____

Tobacco Users–Observations- 15 minutes.

Start time: _____ End time: _____

Total visitors in designated area: _____ Smokers in designated area: _____

Is the start/end time the same as 2012 (by 5 minutes)?

Yes _____ No _____

Explain why data collection had to be at a different time:

Signs A. Number of No-Smoking/Tobacco signs

		Designated Area	Within eye view (including designated area)
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Receptacles. Number of receptacles specifically for ashes and tobacco related litter.

Within designated area: _____ Within eye view (including designated area): _____

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Tobacco litter counts:

_____ Cigarette Butts

_____ Other tobacco-related litter (i.e., boxes, lighters, matches, match books)

Non-tobacco related litter counts:

_____ Paper waste (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste)

_____ Food litter (e.g., food, containers, cups, wrappers, bags, utensils, gum)

_____ Bottles/cans _____ Broken glass (see guidelines) _____ Other

If other, please list: _____

Notes (site was cleaned during assessment, construction in at the site, other event or occurrence that might affect site and/or data collection):

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LOCATION 3

People, Round 1. Remember to only count people who are sitting/hanging out in area or are entering or leaving the building that you are assessing.

Tobacco User	Non-Tobacco User

People, Round 2 (if needed). If the team's numbers are off by more than 10%, recount visitors below.

Tobacco User	Non-Tobacco User

LITTER TALLY SHEET (surface litter only)

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Check guidelines to see what counts as what litter.

LOCATION 3

<u>Cigarette Butts:</u>
<u>Other tobacco-related litter</u> (i.e., boxes, lighters, matches, match books):
<u>Paper waste – non-food</u> (e.g., newspapers, magazines, receipts, napkins; excludes food-related paper waste):
<u>Food waste</u> (e.g., food, containers, cups, wrappers, bags, utensils, gum):
<u>Bottles/cans:</u>
<u>Broken glass:</u>
<u>Other</u> (describe):

2012 Data Collection

Date: 04/24/2012 Tuesday

Time: 4:00pm to 6:30pm

Location 1. Main building entrance. 199 Chambers Street.

Start time: 4:33

End time: 4:48

Start time are for Tobacco Users Observations

Description of designated area: Out from outer wall of building to middle of steps on right side when facing building. From middle door to building wall (width).

[insert pictures here]

Location 2. BMCC main building (199 Chambers) - Upper terrace²

Start time: 5:14 PM

End time: 5:29 PM

Start time are for Tobacco Users Observations

Description of designated area: When facing entrance, between outer wall and pillar on right to 2 circular planters. Included people sitting on inner edge of planters and between planters and at table.

[insert pictures here]

² To get to the upper terrace, go to the main building. Facing the building entrance, walk up the flight of stairs on the right. The area is the upper terrace (there is a lower and upper terrace) that leads to the upper level building entrance. If you have trouble finding it, ask someone to help you.

Location 3. Main entrance BMCC on Chambers Street near security booth.

Start time: 6:03

End time: 6:18

Start time are for Tobacco Users Observations

Description of designated area: All stairs from fence to wall- out 20 feet from top of stairs.

[insert pictures here]