

Alcohol and Substance Abuse Policies and Procedures

Policy Governing Permissible Student Events at Which Alcohol Is Served

Student organizations that sponsor on-campus events where alcohol is served must be in compliance with the regulations of the Virginia Alcoholic Beverage Control Act (VABCA) and the regulations of the Virginia Alcoholic Beverage Control Board. Individuals must be at least 21 years of age to purchase, possess, or consume alcoholic beverages.

Drinking in public (other than at licensed, outdoor areas) and being intoxicated in public are violations of the Beverage Control Act.

A. Rules Governing the Permitted Use of Alcoholic Beverages

Student organizations sponsoring events where alcoholic beverages are present are responsible for complying with all University rules and regulations as well as state and federal law governing the use and/or possession of alcoholic beverages.

The term “student organizations” includes any officially-recognized student organization, recreation club sport, and any other group or entity that has student membership. An organization need not officially endorse an event or for the event to be considered “sponsored” by the organization. The issue of sponsorship will be determined by examining the facts of each particular case and their relationship to the organization or entity in question using a reasonableness standard.

Additionally:

1. Alcoholic beverages may not be purchased by recognized student organizations with organizational funds or slush funds collected from organization members and/or guests.
2. Non-alcoholic beverages, excluding water, and food items must be available at the same place as the alcoholic beverages and readily accessible as long as the alcoholic beverages are available. These non-alcoholic beverages must be featured as prominently as the alcoholic beverages and must be available at no cost to members and guests.
3. At any activity involving the consumption of alcoholic beverages, all persons must have proof of age on their person at all times. Organizations sponsoring events with alcohol are responsible for ensuring all attendees possess or consume alcoholic beverages in compliance with University, local, state and federal guidelines.
4. The Dean of Students and Chief Student Affairs Officer or his/her designee will determine if security guards will be required for an event.
5. Advertisements for functions at which alcoholic beverages are available may not mention alcoholic beverages or use terms or illustrations descriptive of alcoholic beverages. Exceptions may be granted by the Dean of Students and Chief Student Affairs Officer or his/her designee. Alcohol will not be used as an inducement to participate in a campus event. (Note: Greek organizations covered by F.I.P.G. policies, or similar policies are not permitted to advertise any functions/events at which alcoholic beverages are available.)
6. Alcohol may not be served at open parties unless pre-approved by the Dean of Students and Chief Student Affairs Officer or his/her designee. Open parties are defined as activities where the general community (University or otherwise) is invited and/ or able to attend. This classification of a party, as well as approval for an event which is the exception to the categories listed in this document, will be determined by the Dean of Students and Chief Student Affairs Officer or his/her designee.
7. No alcoholic beverages will be permitted at organizational membership recruitment functions, or any new member/pledge/novice member event.

8. No event shall include any form of alcohol abuse (such as drinking contests or use of “beer bongs” or funnels) in its activities or promotions.
9. Alcohol will not be permitted as awards to individuals, students, or campus organizations.
10. Consumption of alcoholic beverages in University facilities or on University property will be permitted only within the approved area designated for the event.
11. Any event on University property containing alcohol must be served and managed by Monarch Catering.
12. Members and guests who appear noticeably intoxicated will not be admitted into the function.
13. Each organization must have at least fifty percent (50%) of its total membership TIPS (Training for Intervention Procedures for Servers of Alcohol) trained monitoring each entrance and exit of the function.
14. Events must be cash sales only for all alcoholic beverages, collected by Monarch Catering, during the function.
15. Monarch Catering shall collect all remaining alcohol at the end of the function. No excess alcohol, opened or unopened, shall be given away or sold.
16. The sponsoring student organization must agree in writing, prior to the event, that no alcoholic beverages beyond those supplied by Monarch Catering will be brought to the event at any time.

B. Sanctions

Failure to comply with this policy may result in one or more of the following sanctions:

1. Immediate termination of the function,
2. Revocation of privileges to host future functions.
3. Immediate loss of student organization recognition, and /or
4. A referral to the Office of Student Judicial Affairs for alleged violations of the *Code of Student Conduct*.

C. Procedures

The following procedures should be followed when planning an event at which alcohol is to be served:

1. On-campus functions at which alcohol is available and which are sponsored by student organizations must be approved by the Dean of Students and Chief Student Affairs Officer or his/her designee at least seven business days prior to the event.
2. Alcohol Registration Forms should be secured from and submitted to the Office of Student Activities and Leadership (2122 Webb Center).
3. Organizations seeking to host an on-campus event with alcohol should contact Monarch Catering and complete all necessary catering request form(s). A copy of the catering request form(s) must accompany the Alcohol Registration Form.
4. Any changes to the information submitted on the registration form should be reported to the Office of Student Activities and Leadership no later than three working days prior to the scheduled event.

For more information contact the Office of Student Activities and Leadership, 2122 Webb Center, 683-3446.