

Utah Tech University

Policy 158: Alcohol Beverages for on and/or off Campus Events, Ceremonies, Receptions, Fundraisers, and/or Private Events



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I. Purpose

- 1.1 This policy establishes the rules and expectations regarding Utah Tech University (“the University”) approved service and consumption of alcohol as a matter of institutional policy. Alcohol possession and consumption is generally prohibited on campus; however, there may be times when alcohol consumption is permitted on campus for ceremonies, receptions, fund-raisers and/or private events sponsored by University departments or other clients who rent University facilities. This policy outlines the procedures for approval of alcohol consumption on grounds or in facilities owned or operated by Utah Tech University, as well as University expectations.

II. Scope

- 2.1 This policy applies to University personnel, students, and campus visitors/guests. Each group is identified with specific procedures as it pertains to both requesting and maintaining accommodation under this policy.

III. Definitions

- 3.1 **Alcohol:** Ethyl alcohol, or ethanol, is an intoxicating ingredient found in beer, wine, and liquor.
- 3.2 **Minor:** Any person under 21 years of age.

- 3.3 **Student Event/Student Sponsored Event:** A program at which University students are the primary attendees of the event, or an event that is sponsored by the University's Student Association exclusively or in partnership with an outside organization. This includes hosted and/or occurring events on or off the University's Campus.
- 3.4 **University Facilities:** Facilities owned/leased by the University.
- 3.5 **University-sponsored or Co-sponsored Program/Activity:** A program at which University-affiliated employees are present and participate, that is sponsored by the University exclusively or in partnership with an outside organization, and is in accordance with the University Mission. This includes hosted and/or occurring activities on the University's Campus.

IV. Policy

4.1 Approved Alcohol Consumption

- 4.1.1 Events at which alcohol is served may be allowed on campus in accordance with established Utah law and University policies and guidelines. All members of the campus community have a stake in ensuring that when alcohol is served it is done in a responsible manner. The use of alcohol in any campus facility is a risk management concern because of state statute and personal safety; therefore, alcohol service will only be permitted in an environment where alcohol consumption is in moderation and where a majority of the attendees are of legal drinking age.
- 4.1.2 Alcohol consumption will not be approved for an event where it appears that the primary focus of that event is alcohol.
- 4.1.3 Permission to serve alcohol will be denied for student events, or student-sponsored events.

4.2 Alcohol Service

- 4.2.1 When alcoholic beverages are served at events hosted on or off the University's campuses, all applicable state laws will apply as well as the following:
 - 4.2.1.1 Service will be restricted to bar service. Alcohol will not be made available in "self-serve" locations.
 - 4.2.1.2 All requests to serve alcohol must be made through the University's contracted food service provider, Dining Services.

Requests must allow Dining Services at least 30 days to obtain a state alcohol permit. Dining Services retains exclusive right and responsibility to serve the alcohol. If Dining Services determines it is unable to serve the alcohol, Dining Services will coordinate with the client for an acceptable alternative.

- 4.2.1.3 All costs associated with this service will be assumed by the client.
- 4.2.2 When the event is sponsored by a representative/client not affiliated with the University, the client must agree to do the following:
 - 4.2.2.1 Secure a state alcohol permit, if applicable.
 - 4.2.2.2 Provide a copy of the executed permit no later than 30 days prior to the scheduled event.
 - 4.2.2.3 Assume all costs associated with securing the permit, to include the application fee and the state-mandated surety bond.
 - 4.2.2.4 Purchase the alcohol to be consumed from a licensed Utah retailer. The University's contracted food service provider does not provide alcohol.
 - 4.2.2.5 Assume responsibility for all direct and indirect costs associated with the service, to include security staffing if required by University Police.
 - 4.2.2.6 Client is responsible for providing a certificate of liability insurance naming the University as an additional insured.
- 4.2.3 When the event is University sponsored, the University's Office of General Counsel shall assist the sponsoring entity with securing state permits, if applicable. In addition, the sponsoring entity must agree to do the following:
 - 4.2.3.1 Assume responsibility for all direct and indirect costs associated with the service, to include security staffing if required by University Police.
 - 4.2.3.2 Purchase the alcohol to be consumed from a licensed Utah retailer. The University's contracted food service provider does not provide the alcohol.

4.2.3.3 State appropriated funds cannot be used to purchase alcohol or to reimburse incurred expenses associated with alcohol.

4.2.4 Consumption Restrictions

4.2.4.1 University funds may not be used to purchase alcoholic beverages, except for the events properly authorized.

4.2.4.2 Alcohol consumption is not permitted in any residential facility owned or operated by the University.

4.2.4.3 Alcohol consumption is not permitted in any academic classroom.

4.3 Right of Refusal

4.3.1 The University reserves the right to refuse any request for alcoholic beverage service on the grounds or in facilities owned or operated by the University.

V. References – N/A

VI. Procedures

6.1 Requests for alcohol service will be made through the University's Dining Services.

6.2 The event request will be reviewed by the Utah Tech Event Sponsorship & Appeals Committee for final approval.

6.3 If the Utah Tech Event Sponsorship & Appeals Committee denies a request for alcohol service, the denial will be forwarded to the University President for a final review or reconsideration.

6.4 If the President upholds the denial, the request is denied and there is no further recourse.

VII. Addenda – N/A

Policy Owner: President

Policy Steward: General Counsel

History:

Approved 7/11/16

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