# The University of Tulsa Alcohol Policy

The University of Tulsa is an educational community dedicated to maintaining a healthy and safe community that reflects high standards of academic excellence and responsible social behavior. This policy permits the responsible use of alcohol in moderation by persons of legal drinking age in accordance with the law and these regulations. In general the law states that the legal minimum age for the consumption of alcoholic beverages is 21. Thus it is a violation of the law and this policy for anyone under the age of 21 to possess or consume alcoholic beverages. It is also a violation of the law and this policy for anyone of any age to provide alcoholic beverages to someone under the age of 21.

All student organizations, students and employees at The University of Tulsa and their guests are responsible for following federal, state and local laws regarding the possession and use of alcoholic beverages and The University of Tulsa Alcohol Policy. Consumption of alcohol is prohibited on university premises except as authorized by this policy.

**1. Sale** - The sale of alcoholic beverages on campus is prohibited except for sales of beer in the Hurricane Hut 2 or in other locations as permitted by The University license. Beer purchased in the Hurricane Hut 2 must be consumed in the Hurricane Hut 2 or its outdoor patio.

**2. Registration of events -** All events where alcoholic beverages may be consumed, whether held on or off the campus, are to be properly registered on the form available from the Office of Student Affairs, Holmes Student Center, at least 7 days prior to the event. Parties and events confined to the individual residences of students, 21 or older, that do not affect the immediate environs or the larger community, need not be registered. However, only students and guests 21 and older may possess and/or consume any legal alcoholic beverage.

Events at which alcoholic beverages are present must be held between the hours of noon and 2:00 a.m. No event shall be more than four hours in length.

Students residing in residence halls and fraternity houses are referred to the *Guide to Living on Campus*, and the *Fraternity Event Alcohol Procedures*, respectively. For more detailed information on the policy for residence halls, see the *Guide to Living on Campus* and for fraternity events, see section 17 of this policy.

**3. Locations for Registered Events** – When an event has been properly registered, beer may be consumed, but not sold, in the following locations: The Great Hall, and the outdoor patios and surrounding areas of the Allen Chapman Activity Center , Collins Hall, residence halls, fraternity houses, Harwell Field, Chapman Commons, The “Old U”, John Rogers Hall and surrounding areas, Designated locations in H.A. Chapman Stadium, the Reynolds Center, and the Reynolds Plaza area located between H.A. Chapman Stadium and the Reynolds Center, and other locations by special petition to the Dean of Students in the Office of Student Affairs.

**4. Proof of Age and Consumption** – At all events where alcohol is consumed, whether served or sold, legal proof of age must be presented to those in charge of the event and/or alcohol distribution. Although legal drinking age is 21, the University will not tolerate the abuse of alcohol, and unacceptable conduct that may result from alcohol consumption. University officials reserve the right to deny admission, alcohol service, or continued attendance at a university event to anyone who, in the judgment of the officials, is intoxicated.

**5. Publicity and Sponsorship** – Publicity for events must focus on the purpose of the event, the sponsoring organization and The University, and must not highlight the availability of alcoholic beverages at the event.
Therefore, terms that relate to alcohol or its imagery are prohibited for use in publicity. The use of social websites (e.g., Face Book, My Space, etc.), as a means of publicizing an event is prohibited. The Dean or Associate Dean of Students, in the Office of Student Affairs, must approve all event publicity. Events designated for “Invited Guests Only” may not be publicized. Any publicity to be posted in the residence

halls must be pre-approved by the Director of Residence Life. In support of the academic atmosphere of the institution, no marketing or program sponsorship can come from distributors of alcoholic products. This includes no promotions or distribution of free gifts or products (food, beverages, etc.).

**6. Event Security** - **Responsibility of Organization Officers** - It is the position of TU, as stated in University policies, that organization officers be held accountable in the planning and administration of their organizations' parties and other registered events. Organization officers are responsible for promoting an orderly atmosphere, providing for the welfare and safety of guests, and ensuring adherence to the University's alcohol beverage policy, as well as other policies which may apply. Organization officers are to be particularly vigilant in ensuring that all members comply with University guidelines regarding proof of age identification. The organizations and their officers will be held accountable for any violations of the Student Organization Security Procedures found in section 16 of this policy.

**7. Event Security - Responsibility of Security Officer(s) -** Security officers will assist student leaders or responsible parties, should they encounter student conduct problems, in the fulfillment of their responsibilities. At events where security officers are present, organization officers are expected to work cooperatively with security officers through the event and to ensure compliance with university policies and procedures. At any registered event where alcohol is consumed, at least one university approved security officer must be present. When an event has more than 100 people present, one additional security officer, one campus security officer, one shirt squad staff, and 4 organization officers are required. The responsible parties must make these arrangements at least seven (7) days prior to the event by contacting the director of campus security.

**8. Responsibility Regarding Damages** - If damage to property occurs at any event where alcohol is served, the direct cost of repair may be passed on to the sponsoring organization. Additionally, the University may elect to proceed with disciplinary measures. The determination in these matters will be handled by the appropriate supervisor of the facility. Any discrepancies or appeals of assessed damages may be referred to the Dean of Students. Until such time that damage claims have been resolved, the organization shall not be able to sponsor any social event on campus.

**9. Guest Procedures** - Student organizations that sponsor registered events where alcoholic beverages are consumed may have only TU students and invited guests in attendance**.** TU students must present a valid TU identification card or other form of photo I.D. showing date of birth to gain admission to the event. Invited guests must present a valid driver's license to gain admission to an event. Further, student organizations are urged to extend written invitations to those whom they wish to attend the event.

**10. Fire Code and Occupancy Requirements** - Campus organizations must also abide by Fire Code regulations regarding the posting of Occupancy Load signs in designated areas. Organization officers are responsible for insuring that appropriate personnel will monitor the number of people in designated areas so as not to exceed posted occupancy load.

**11. Consumption in Student Residences** – Students who are 21 or older may consume any form of legal alcoholic beverage in the privacy of their residence hall room or apartment.

**12. Prohibition regarding single-source containers** – Single source containers including but not limited to kegs or "beer balls" are never permitted in any student residence or at any registered student event.

**13. Providing non-alcoholic beverages and food** – At any registered event where alcoholic beverages are present, the sponsoring organization must provide complimentary non-alcoholic beverages in sufficient quantity to meet the needs of those attending. In addition, a variety of complimentary, non-salty food must be available to meet the needs of all guests throughout the duration of the event.

**14. Sanctions Pertaining to Students -** Any violation of the alcohol policy will subject the student to the following minimum disciplinary sanctions. Violations by University personnel will be addressed through the appropriate administrative channels and policies.

A. First Offense – The first alcohol violation in an academic year will result in:
   1. $150 fine (or 30 hours of community service in lieu of fine)
   2. An alcohol assessment
   3. Required attendance to an educational workshop
   4. Placed on probation for one semester
   5. Parents of students under the age of 21 will be notified by a letter

B. Second Offense – The second alcohol violation in an academic year will result in:
   1. $225 fine
   2. An additional alcohol assessment
   3. Required attendance to an 8 hour educational workshop
   4. 45 hours of community service
   5. A letter will be sent to the student's parents
   6. Probation will be extended; warned that 3rd offense will result in suspension for one semester

C. Third Offense – The third alcohol violation in an academic year will result in:
   1. $300 fine
   2. Further alcohol assessment
   3. 60 hours of community service
   4. Automatic suspension from The University for one semester

D. As authorized by law, the Dean of Students may notify parents or legal guardians when students under the age of 21 are found to have committed serious or repeated violations of federal, state, or local law or University policies related to the possession, use, or distribution of alcohol or a controlled substance.

**15. Administration of Alcohol Policy**

a. Definitions

i. Alcohol and alcoholic beverages – are defined as any consumed beverage that has alcohol content. This would include but is not limited to all forms of beer, wine, wine coolers and distilled beverages.

ii. Responsibility – "Responsible party" or "sponsoring party" are defined as those who plan, organize, host, or coordinate events where alcoholic beverages are present and consumed. The sponsoring party and those who choose to attend events where alcoholic beverages are present and consumed must assume full legal responsibility and liability for the consequences of their actions. The University holds the sponsoring party specifically responsible for the activities of their organization, members, and guests. The University will proceed with appropriate conduct proceedings or administrative action whenever a breach of this policy occurs. (Students, faculty and staff should refer to the University Student Code of Conduct regarding conduct procedures pertaining to students.)

b. Jurisdiction and Violations

Violations of the Alcohol Policy will be reviewed under the provisions of the TU Student Conduct Code. The Alcohol Policy shall apply to every function or event, including but not limited to receptions, banquets, dinners, picnics, or any outdoor event, social event, and campus-wide activity sponsored by student organizations, offices, departments, individuals associated with TU, or outside guests sponsoring an event on campus. In addition, other off-campus TU events that imply or express University affiliation are bound

by this policy. This policy is in effect during all periods of the year including summer months.

c. Alcohol, Abuse, Intoxication and Intervention

Students and/or organizations demonstrating abuse, intoxication, dependency, or disregard of this policy may be subject to University discipline and/or removal from the University setting and will be referred to appropriate University or community services for assistance.

## 16. Student Organization Security Procedures

A. Security Officers are responsible for assisting student leaders or responsible parties should they encounter student conduct problems in fulfillment of these procedures. At events where Security Officers are present, organization officers are expected to work cooperatively with the Officers throughout the event to ensure compliance with University policies and procedures.

B. Security personnel should check in with the responsible parties. This will allow security to be informed about the nature of the event and provide a contact person should any problems arise.

C. Security personnel should arrive approximately 30 minutes before the event begins and should not leave before the crowd is dispersed. Compensation will be handled accordingly. The parking lot and adjacent properties should also be checked following the event to determine whether groups have gathered which could be considered a problem.

D. For events in ACAC policy prohibits beer purchased in HH2 to be brought to any other location in the building. There should be sufficient security in place to enforce this policy. No alcoholic beverages (including beer) can be brought into the building.

E. Security should assist individuals responsible for governing admission to events.

F. Security should patrol the facility during an event and should provide the visibility required to handle a crowd and to be easily contacted if their assistance is needed.

G. The duty of Security personnel is to preserve the safety of the participants, performers, building, and university property.

H. If Security fails to arrive or is available in insufficient numbers, the student or responsible party in charge should contact the Security Department Dispatcher at x5555 to request additional Security.

I. Emergency matters which require fire, police, or ambulance services should be coordinated with security assigned to the event.

## 17. Fraternity Event Alcohol Procedures

Fraternities must follow the above guidelines as well as the following additional regulations.

A. <u>Guest List</u>

1. Open parties, meaning those activities where alcohol is present which have unrestricted access by non-members of the fraternity, are prohibited. Thus, all guests both men and women must be on the guest list for an event. If social websites are used as a means to invite guests (keeping in mind that they may not be used to publicize the event to those not invited), invitations must be sent only to those individuals indicated on

the official guest list. These events will not be publicized and flyers with “Invited Guests Only” and “I.G.O.” are prohibited.

2. All people on the guest list must be 18 years of age or older or a student of The University of Tulsa.

3. The size of a function shall be limited to the individual members of the chapter and no more than five guests per member.

4. The tentative guest list may exceed the capacity of the chapter house by no more than 100 people. At no time should the number of people in the chapter house exceed the designated capacity as determined by the fire marshal or the occupancy load posted in the fraternity house. Chapters must also comply with their fraternity’s risk management policy.

5. The tentative guest list must be entered into a spreadsheet database computer program so that an alphabetized list can be generated.

6. Modifications to the guest list may be made up to the day of the event (unless Saturday, Sunday, or a school holiday). Modifications of up to 10 additions may be made at the event but must be approved by the signature of the President of the chapter (or his designee, if he is unable to attend) or the Social Chairman. The names of the two individuals who will be responsible for approving modifications should be noted at the top of the tentative guest list submitted with the Alcohol Event Registration Form.

7. Admission to a registered function shall be only by the guest list at the door and all who are admitted will initial the guest list next to their name. In the case of a modification, the security officer who is working the door will also initial the change.

8. The resulting initialed list of actual attendees will be turned in by the second day of class following the event to the Office of Student Affairs.

B. Event Security

1. The host fraternity will procure and pay for security through The University of Tulsa Department of Campus Security in accordance with the guidelines listed in the campus alcohol policy. The event coordinator must contact the Campus Security at least seven (7) days in advance to arrange for university approved security staff.

2. The event shall be restricted to the first floor of the chapter house only. Members and guests on the guest list may not venture to any other part of the chapter house during the event.

C. Alcohol

1. The possession, use and/or consumption of alcoholic beverages, while on chapter premises, during an official registered fraternity event, or in any situation sponsored or endorsed by the chapter, must be in compliance with any and all applicable laws of the state, county, city, and policies of the university.

2. No member shall permit, tolerate, encourage or participate in “drinking games” at a fraternity sponsored event.

3. No alcoholic beverages may be purchased through the chapter treasury nor may the purchase of same for the members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter.

4. Beverages, both alcoholic and non-alcoholic must be consumed from their original containers. The chapter must provide an adequate supply of cold, non-alcoholic beverages for event attendees. Beverages must be in original single serving size containers. Plastic and/or paper cups are prohibited.

5. Alcoholic beverages at a chapter house event are limited to 3.2 beer. As such, drinks containing hard liquor and/or wine are prohibited.

6. Each chapter member or guest 21 or older is limited to bringing one six pack of 12 ounce cans to an event. Glass containers of any kind are prohibited.

D. Alcohol Distribution

1. The Office of Student Affairs will provide two different colored sets of wristbands for the event. These wristbands will be distributed by the security guard at the door. One color will be distributed to individuals who are 21 years of age or above and the other color will be distributed to individuals who are not yet 21 years of age.

2. For guests and chapter members 21 years of age and above who bring alcoholic beverages to the event, the security guard at the door will write the name of the beverage the guest has brought onto their wristband and will note the quantity they are bringing in.

3. Alcoholic beverages will then be checked in at a beverage station.

4. The persons serving the beverages will be responsible for checking wristbands and punching the wristbands as beverages are retrieved. The person responsible for distributing the alcohol must be 21 years of age or older.

5. Individuals must present their wristband and identification each time they retrieve an alcoholic beverage.

6. At no time during the event will the persons working the beverage station serve alcoholic beverages to a member/guest who did not check their beverage.

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