

The University of Tulsa

Alcohol Policy

The current policy, printed below, remains in effect until a revised policy has been approved. This policy applies to all events where alcohol will be served on campus, whether by student organizations, faculty, staff, administrative departments, or outside groups.

In addition to checking with the Office of Student Affairs for any revisions to this policy (or others published in this Handbook), please be aware that all higher education institutions are subject to revisions in federal law and regulations. The Higher Education Amendments of 1998 (P.L. 105-244-Sec. 952) permit educational institutions to disclose to parents or legal guardians of a student information regarding the student's violation of any federal, state or local law or any rule or policy of an institution governing the use or possession of alcohol or a controlled substance, if the student is under age 21 and the institution determines the student has committed a disciplinary violation with respect to such use or possession.

While this policy includes how alcohol must be addressed at University events, there are separate policies and procedures for registering such events. Information about these can be found as follows:

- Allen Chapman Activity Center, 631-2251
- Campus Safety and Security, 631-2571
- Office of Student Affairs, 631-2327

The Dean of Students is responsible for determining if and by what means parents or legal guardians will be notified 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.

Notification of parents or legal guardians for a violation of federal, state, or local law or institutional policy regarding alcohol or a controlled substance is indicated in any of the following circumstances:

- The violation involved harm or threat of harm to self, other persons, or property
- The violation involved an arrest in which the student was taken into custody
- The violation suggests a pattern of alcohol or controlled substance abuse
- The student who committed the violation required medical intervention or transport as a result of consumption of alcohol or a controlled substance
- The violation resulted in or could result in the student being disciplined by the University including but not limited to: housing contract probation, housing contract cancellation, disciplinary probation, deferred suspension, suspension, or expulsion

The University of Tulsa (TU) must and will act in compliance with federal, state, and local requirements as they become effective, even if not always in conformity with the University's own statements, policies, and codes as adopted and published.

Students and other users of the facility are hereby notified that the regulations of the Allen Chapman Activity Center (ACAC) that specify where beer may be purchased and consumed in ACAC are consistent with this policy. Beer purchased in the HH2 Sports Bar and Grill (HH2) may be consumed only in HH2 and the adjoining patio. Organizations that want beer available in the Great Hall must apply to the Dean of Students to register the event, arrange for beer to be sold in the Great Hall, and provide monitors to ensure that alcohol regulations are followed.

I. PHILOSOPHICAL STATEMENT

TU is an educational and social community wherein its students and their guests interact in a wide variety of activities. It is acknowledged that at some of these activities the consumption of alcoholic beverages may occur. So that these activities can be reasonably governed, and in order to promote responsible conduct with respect to alcohol consumption, this policy is established to conform with state and federal laws and in keeping with the mission of TU.

The University deplores the abuse of alcohol, intoxication, and unacceptable conduct that may result from such. A University-wide commitment to alcohol education prevails. Further, members of

the University community are assured that the absence of alcohol from social events is an acceptable practice.

II. BASIC PRINCIPLES

A. THE LAW*

- i. No person shall knowingly and willfully permit any individual under twenty-one (21) years of age who is an invitee to the person's residence, any building, structure, or room owned, occupied, leased or otherwise procured by the person or on any land owned, occupied, leased or otherwise procured by the person, to possess or consume any alcoholic beverage as defined by Section 506 of Title 37 of the Oklahoma Statutes, any controlled dangerous substance as defined in the Uniform Controlled Dangerous Substances Act, or any combination thereof, in such place.
- ii. Any person who violates this section, and such actions cause great bodily injury or the death of a person, shall, in addition to any other penalty provided by law, be guilty of a felony, punishable by imprisonment in the custody of the Department of Corrections for not more than five (5) years, a fine of not less than Two Thousand Five Hundred Dollars (\$2,500) nor more than Five Thousand Dollars (\$5,000), or both such fine and imprisonment.

B. DEFINITION OF ALCOHOL

The alcohol policy at TU is designed to ensure uniform application and understanding. Therefore, alcohol and alcoholic beverages are defined to be any consumed beverage that has alcohol content. This would include but not be limited to all forms of beer, wine, wine coolers, and distilled beverages.

C. 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, 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.

D. RESPONSIBILITY

The presence of alcohol at approved events/activities creates a need to manage the event/activity with care and to be concerned with the conduct of those present. In this policy, "responsible party" or "sponsoring party" will be defined as those who plan, organize, host, or coordinate events where alcoholic beverages will be present and consumed. The sponsoring party and those who choose to attend events where alcoholic beverages will be 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 expectation occurs. (Students, faculty and staff should refer to the University Student Conduct Board policy regarding conduct procedures.)

E. ALCOHOL CONSUMPTION AND PERSONAL CHOICE

Consuming alcoholic beverages is clearly a matter of personal choice. When students choose not to do so, their position should be honored and peer or organizational pressure should never be exerted to cause them to do otherwise.

F. EDUCATION

The use and abuse of, and dependency on, alcoholic beverages is an issue that is of concern to the TU community as well as society at large. To this end, education becomes the responsibility of the entire campus community and includes an individual's peers, and any organization sponsoring an event where alcoholic beverages are served. In addition, any sponsoring organization that intends to conduct events where alcoholic beverages will be consumed will be required to:

- i. have its president and social chairman attend a University-sponsored alcohol education seminar;

- ii. conduct a University-approved alcohol education seminar for its entire membership once a year.

Failure to comply will result in the inability to conduct such events.

G. DESIGNATED DRIVER AND NONDRINKER ESCORT PROGRAMS

The University, in connection with events where alcoholic beverages are consumed, encourages and suggests that the responsible party implement designated driver and nondrinker programs. Such efforts provide for the welfare of members and guests, and reduce exposure to liability. A designated driver and/or non-drinker escort is defined as a person who will not consume alcoholic beverages immediately prior to, during, or immediately following the event. Designated drivers will be responsible for transporting to their place of residence those who would seem to have impaired driving abilities. A nondrinker escort will be responsible for escorting an intoxicated or impaired student to their place of residence on campus.

H. ALCOHOL ABUSE, INTOXICATION, AND INTERVENTION

The University abhors underage alcohol use, alcohol abuse and intoxication and may intervene in situations where such occurs. Students and/or individuals demonstrating abuse, intoxication, dependency, or disregard to 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. Student organizations encouraging abuse of alcohol or disregard for the principles of this policy are subject to disciplinary action.

III. IMPLEMENTATION AT APPROVED EVENTS/ACTIVITIES

A. REGISTRATION OF EVENTS

All events where alcoholic beverages may be consumed, whether held on or off the campus, are to be properly registered with the Office of Student Affairs, Holmes Student Center, 631-2327. Registration must occur at least seven (7) days in advance of the event. Parties and events confined to the individual residence of students or that do not affect the immediate environs or the larger community, need not be registered. Students residing in residence halls are referred to *The Guide to Living on Campus* regarding policies specific to residence halls. Students residing in fraternity houses are referred to the Fraternity Event Alcohol Procedures available in the Office of Student Affairs.

B. ALTERNATIVE BEVERAGES AND FOOD

Since many individuals choose not to consume alcoholic beverages, at any function where alcoholic beverages are served, the sponsoring organization must provide complementary nonalcoholic beverages in sufficient quantity to meet the needs of the guests. In addition, a variety of complementary non-salty foods is required and must be available to all guests throughout the event.

C. PUBLICITY AND SPONSORSHIP

Publicizing events where alcoholic beverages will be consumed must be done in such a way as to bring credit to the sponsoring organization and the University. Such publicity must focus on the purpose of the event and not on the availability of alcoholic beverages. Therefore, terms that relate to alcohol or its imagery are prohibited for use in publicity. The use of social websites (i.e. 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.).

D. PROOF OF AGE

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. Legal drinking age is 21.

E. APPROVED LOCATIONS FOR BEER CONSUMPTION AND SALE

The sale of beer, by the University, to those of legal age may occur only in the Hurricane Hut 2 or in other locations as permitted by the University's license. Beer purchased in the Hurricane Hut 2

must be consumed in the HH2 or its outdoor patio. Beer or other alcoholic beverages purchased elsewhere may not be consumed in Allen Chapman Activity Center, nor in HH2 or its patio. When an event has been properly registered, beer may be consumed, but not sold, in the following locations:

- i. The Great Hall, the Hurricane Hut 2, and the outdoor patios and surrounding areas of the Allen Chapman Activity Center (only beer purchased in these areas may be consumed in these areas)
- ii. Collins Hall
- iii. Residence Halls
- iv. Fraternity houses
- v. Harwell Field
- vi. The "U"
- vii. John Rogers Hall and surrounding areas
- viii. Designated locations in H.A. Chapman Stadium, the Reynolds Center, and the Reynolds Plaza area located between H.A. Chapman Stadium and Reynolds Center.
- ix. Other locations by special petition to the Dean of Students in the Office of Student Affairs.

F. APPROVED LOCATIONS FOR CONSUMPTION OF ALCOHOLIC BEVERAGES

Students 21 and older may possess and consume any legal alcoholic beverage, including wine and spirits, in the privacy of their apartment or residence hall room.

G. SECURITY PROCEDURES FOR REGISTERING STUDENT ORGANIZATION EVENTS

It is the position of TU, as stated in University policies, that officers be held accountable in the planning and administration of their organizations' parties and other registered events. 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 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**" policy, as described here.

Security officers, as defined in Section IV C, are responsible for assisting student leaders or responsible parties, should they encounter student conduct problems, in the fulfillment of these responsibilities. At events where security officers are present, organization officers are expected to work cooperatively with officers through the event and to ensure compliance with university policies and procedures.

The standards listed in this policy should serve as a guideline for the responsibilities of organization officers and security personnel.

STUDENT ORGANIZATION SECURITY PROCEDURES

1. Guidelines for Security Personnel

- a. 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.
- b. 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.
- c. 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.
- d. Security should assist individuals responsible for governing admission to events.
- e. 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.
- f. The duty of Security personnel is to preserve the safety of the participants, performers, building, and university property.

2. Guidelines for Responsible Parties

- a. As soon as Security arrives, responsible parties in charge of the event are to visit with security and provide them with guidelines and pertinent information relative to the event.
- b. Student organization officers or responsible parties will be held accountable for the enforcement of the University's alcohol and other applicable policies. If organization officers or responsible parties are unable to enforce these policies because of conduct problems, they should turn to Security for assistance.
- c. The volume of amplified music and live bands should be maintained at an acceptable level. Organizations must assure compliance with the University's policy regarding amplified music. Complaints which result in a visit by the Tulsa Police Department may result in the event being terminated.
- d. 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.
- e. Organization leaders are responsible for maintaining a secure environment for events held at TU. Failure to do so will result in sanctions against the organization.
- f. Emergency matters which require fire, police, or ambulance services should be coordinated with security assigned to the event.
- g. Provide evaluation of security services to the Security Department within 72 hours following the event.

IV. GUIDELINES REGARDING ALCOHOLIC BEVERAGES AT REGISTERED CAMPUS EVENTS

A. STUDENT ACTIVITIES BOARD REGISTRATION FOR ORGANIZATIONS

Student Activities Board (SAB) organizations can sponsor events where alcohol is consumed. The SAB, a part of the Student Association, establishes recognition of student organizations. Students wishing to have their organization recognized by the SAB must complete the materials required. Such materials are available in the Administrative Office in the Allen Chapman Activity Center or in the Coordinator of Student Activities Office, also in the Allen Chapman Activity Center.

B. AUTHORIZATION AND SUPERVISION

The president of the sponsoring organizations and the organization's alumni or faculty advisor must approve the event by signature, as required on the Alcohol Event Registration Form. Additionally, the social chairman or the appropriate officer must sign. (At least one fraternity officer signing the form must be at least 21 or older.) Alcohol Event Registration Forms **must be received in the Office of Student Affairs at least 7 days prior to the event**. No event where alcohol is served will be permitted without the written approval of the Dean of Students or the Associate Dean of Students. Organization officers who sign the Alcohol Event Registration Form must plan to attend the event, along with a non-alcohol consuming officer throughout its entirety. If one of the signatories is unavailable, the next ranking officer must assume the responsibility.

C. SECURITY

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 is required for each 50 individuals in attendance. The responsible parties must make these arrangements at least seven (7) days prior to the event by contacting the Director of Safety and Security. The Director may also require additional security measures if circumstances warrant.

D. 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.

E. 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 drivers 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.

F. 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.

G. PROHIBITION OF KEG BEER, WINE, AND DISTILLED BEVERAGES

Keg beer, wine, distilled beverages, and punches made from wine or distilled beverages are not permitted at registered events on TU campus, except as provided by Dining Services in accordance with Alcohol Beverage Laws Enforcement (ABLE) Commission regulations. Non-TU entities must obtain a Special Event License through the ABLE Commission before University Dining Services can provide and/or serve these beverages for events on campus.

Fraternity Event Alcohol Procedures

Event Registration:

- A. All fraternities who are planning an event where alcohol will be consumed must complete an Alcohol Event Registration Form and return the completed form to the Office of Student Affairs at least seven (7) days prior to the event with a tentative guest list.
- B. No alcohol events shall begin before noon on any day, including weekends.
- C. Alcohol events shall not be more than four hours in length and must have an ending time at or prior to 2:00 a.m.

Guest List:

- A. 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, invitations must be sent only to those individuals indicated on the official guest list provided to the Greek advisor. These events will not be publicized and flyers with "Invited Guests Only" and "I.G.O." are prohibited.
- B. All people on the guest list must be 18 years of age or older or a student of The University of Tulsa.
- C. The size of a function shall be limited to the individual members of the chapter and no more than five guests per member.
- D. The guest list should be developed in accordance with the occupancy load of the host fraternity's chapter house (as determined by the fire marshal). The tentative list may exceed the capacity of the chapter house by no more than 100 people but at no time should the number of people in the chapter house exceed the designated capacity.
- E. Chapters must abide by Fire Code regulations regarding the posting of Occupancy Load signs in designated areas. Chapters must also comply with their fraternity's risk management policy.
- F. The tentative guest list must be entered into a spreadsheet database computer program so that an alphabetized list can be generated.
- G. 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.
- H. 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.
- I. The resulting initialed list of actual attendees will be turned in by the second school day following the event to the Office of Student Affairs.

Event Security:

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

- B. The event shall have a designated area within the chapter house where members and guests must remain during the function, i.e. functions are limited to the first floor. Members and guests on the guest list may not be above the first floor of the chapter house during the event.

Alcohol:

- A. 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 university. Thus, all individuals who consume alcohol must be 21 years of age or above.
- B. No member shall permit, tolerate, encourage or participate in "drinking games" at a fraternity sponsored event.
- C. 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.
- D. 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.
- E. Alcoholic beverages at a chapter house event are limited to 3.2 beer. As such, drinks containing hard liquor and/or wine are prohibited.
- F. Each chapter member or guest 21 or older is limited to bringing one six pack of 12 ounce cans to an event.
- G. Glass containers of any kind are prohibited.

Alcohol Distribution:

- A. 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.
- B. 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.
- C. Alcoholic beverages will then be checked in to a beverage station.
- D. The persons serving the beverages will be responsible for checking wristbands and punching the wristbands as beverages are retrieved.
- E. Individuals must present their wristband and identification each time they retrieve an alcoholic beverage.
- F. At no time during the event will the persons working the beverage station serve alcoholic beverages to a member/guest who did not check them in.