

	UNIVERSITY OF DENVER POLICY MANUAL USE AND CONSUMPTION OF ALCOHOL
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Responsible Department:

I. INTRODUCTION

The University's alcohol policies and procedures are designed to promote responsible decision-making and appropriate behavior regarding the use of alcohol. The University expects all community members to be respectful of the rights of others to facilitate a healthy and safe educational, professional, and residential community where alcohol does not interfere with individual performance, personal success, public safety, or the integrity of the learning environment. These policies and procedures comply with state and federal laws regarding the use, distribution, and consumption of alcohol, including the federal Drug-Free Schools and Communities Act and the Drug-Free Workplace Act.

II. POLICY OVERVIEW

- A.** Individuals who consume alcohol – either on University Premises or while engaged in University-related activities off University Premises – must comply with the requirements of the University's alcohol policies, as well as federal, state, and local laws and regulations.
- B.** The use of University Funds for the purchase of alcohol is limited to the circumstances set forth in this policy and Policy FINA 2.30.011 – *Business Expenses*. Consumption of alcoholic beverages must be (1) limited to persons of legal drinking age in the jurisdiction where the event is being held; (2) only by personal choice; and (3) in a responsible and legal manner. Colorado law prohibits consumption of alcoholic beverages by individuals under the age of 21.
- C.** Employees must not be Under the Influence of Alcohol or have alcohol impair their ability to perform duties while at work or performing duties for the University.

III. PROCESS OVERVIEW

- A.** Use of University Funds to Purchase Alcohol

- 1.** To prudently manage University resources and promote good stewardship of students' tuition dollars, the University advocates limiting the purchase of alcohol with University Funds. A division or unit manager may implement a more restrictive policy regarding the use of funds from the division or unit to purchase alcohol than those set forth in this policy.
- 2.** The University prohibits the use of University Funds to purchase alcohol in the following circumstances:
 - a.** When the majority of anticipated attendees at an event will not be of legal drinking age in the jurisdiction where the event is held.
 - b.** When the source of University Funds is Student Activity Fees, including graduate Student Activity Fees.
 - c.** When the source of University Funds is federal or state grant or contract funds.
- 3.** The University permits the use of University Funds to purchase alcohol in the following circumstances:
 - a.** For research or teaching purposes and for purposes that do not include personal consumption (e.g., using alcohol as an ingredient in the preparation of food or for cleaning).
 - b.** For University-sponsored events hosting donors, alumni, or guests of the University who are of legal drinking age in the jurisdiction where the

- ii.** The sponsor for events requiring the presence of Campus Safety Officer(s) and/or Denver Police Department Officer(s) must obtain the required number of officer(s) using the event registration process set forth in Appendix A and must pay the applicable rate for such officer(s).
- iii.** The sponsor for any University-sponsored events serving alcohol must:
 - a)** Not serve any alcoholic beverages, regardless of the funding source, when the majority of attendees are not of legal drinking age for the jurisdiction in which the event is held.
 - b)** Not serve alcoholic beverages less than 30 minutes prior to the end of the event, but in no event not later than 11 pm.
 - c)** Also serve non-alcoholic beverages and food or light snacks.
 - d)** Not allow (i) open access kegs, party-balls, beer bongs, or other similar common-source containers of alcohol; or (ii) drinking contests and/or drinking games in any form.
 - e)** Not promote the consumption of alcohol as the primary focus of the event.
 - f)** Not permit beverage company inflatables or other promotional items to be used to promote an event or to be distributed at an event.
 - g)** Not permit drink specials or discounts such as two for ones

b. Other requirements:

- i.** University-sponsored events held off University Premises include events in rented or donated facilities and at private homes.

- area with appropriate signage indicating where those boundaries end;
- iv. serve non-alcoholic beverages and food or light snacks; and
- v. end the event by midnight.

c. If the Director of Campus Safety or designee determines additional officers are required at the event, the sponsor is responsible for the fees incurred for this service.

5. Alcohol Policies Applicable to Students and Student Organizations

Students and Student Organizations must follow the policies and procedures set forth in University Policies and the Honor Code regarding the possession, use, consumption, and distribution of alcohol and alcohol paraphernalia. Student Organizations

- a.** Retail licensees, wholesalers, and suppliers may not advertise, provide sponsorship, or promote events or activities on University Premises unless a primary University sponsor is identified. The primary University sponsor must be a University division or unit and must require that all advertising, sponsorship, and promotional activities comply with the following requirements.
- b.** All advertising, sponsorship, and promotional activities must be consistent with the University's philosophy of discouraging the

APPENDIX A

Procedures for Events with Alcohol on University Premises and University Sponsored Events Off University Premises

- I. Event Registration for University Events with Alcohol
 - A. The sponsor for an event where alcohol will be served must:
 1. submit an [Event Registration](#) form no later than ten (10) business days prior to the event;
 2. Student or Student Organization led, planned, or funded events must complete an [event registration form via Crimson Connect](#);
 3. identify an individual to be the point of contact for the event and to act as a liaison with the Division of Campus Safety;
 4. display the approved Event Registration form during the event; and
 5. pay the applicable costs for the required number of Campus Safety Officers and/or Denver Police Department Officer(s) to be present for the duration of the event.
 - B. The Director of Campus Safety or designee will evaluate and determine based on the size type, location, and purpose of the event:
 1. how many Campus Safety Officers and/or Denver Police Department Officers are required;
** For example, at any event where 100 or more attendees are expected must have at least one (1) Campus Safety Officer present for the duration of the event.*
 - 2.

3. For events with an “open bar” or complimentary drinks, providing each

