

## UNIVERSITY OF WISCONSIN – SUPERIOR

Policy Subject: **Alcohol Use and Service Policy**  
Cabinet Division: **Administration & Finance**  
Policy History: **April 1, 2015 (draft)**  
Effective Date: **June 1, 2015**

### I. Background and Purpose

It is the intent of the University of Wisconsin – Superior to provide a healthy environment for all employees, students and visitors to the campus. The health effects caused by the use of alcohol are well established. Therefore, under the authority of the UWS 18.09(1) and the conditions described in the UW-Superior Alcohol Use and Service Policy, the following procedures must be followed when alcohol is present at events in UW-Superior facilities.

### II. Constraints

This policy is in compliance with the following Wisconsin State Statutes and Wisconsin Administrative Codes:

- Wisconsin Administrative Code Chapter UWS 18.09(1), and
- Regent Policy 9-1, Principles for Developing Alcohol Policies, and
- Any local city ordinances that may be applicable.

### III. Definitions

"Alcohol" is defined as an intoxicating beverage that is the constituent of wine, beer, malt liquor, spirits, and other drinks.

"University sponsored events" are those events on campus that are organized (and paid for) by a university department, organization or club. No GPR dollars can be used for alcohol purchase. "Under-age identification" process can be carried out in a number of acceptable practices such as "carding" and/or "wrist banding". Under-age refers to people under the legal drinking age of 21 years.

### IV. Policy Procedures

1. A "Request for Alcohol Service" form must be completed and submitted at least two (2) weeks prior to the event to the Chancellor to allow for adequate review. A "Request for Alcohol Service" MUST be completed for every event and every area on campus property.
2. Yellowjacket Union and Wessman Arena are pre-approved areas for alcohol service. For all other areas on campus except the Yellowjacket Union and Wessman Arena, alcohol may be allowed with prior approval and accepted restrictions. Restrictions include:
  - Purchase of alcoholic beverages for service in all areas (except Wessman) MUST be purchased, supplied and serviced through the campus Dining Services vendor.

- Arrangements for service, beverage sales mix, brand preferences and portions shall be by mutual agreement between the University and Dining Services vendor. (This will be the clause we fall back on when making exceptions such as donor dinner.)
  - Dining Services vendor will supply staffing for the alcohol service.
  - It is the responsibility of the University to designate meeting rooms and areas on campus that have appropriate and adequate facilities for the service of alcoholic beverages. The University shall determine the groups to be served such beverages via an approved "Request for Alcohol Service."
  - Any requests to serve alcohol before 3:00pm will require justification on the alcohol request form.
3. No alcohol shall be present at any new member recruitment activity of any student organization.
  4. Alcohol service for events will be limited to sponsoring organization members and invited guests.
    - a. For ALL University sponsored events that are open with unrestricted access to individuals other than UW-Superior students, faculty or staff, under-age identification is required.
      - Under-age identification arrangements need to be made with Dining Services at least one (1) week prior to the event, and the sponsoring organization will be charged for the staff labor needed to manage the under-age identification process.
      - The University and Dining Services staff will identify and serve only the people who are of legal drinking age.
      - The University and Dining Services staff reserves the right to refuse alcohol service to anyone under the age of 21.
    - b. For ALL student programs where alcohol is approved and some of the attendees will be under the age of 21, under-age identification is required.
      - Under-age identification arrangements need to be made with Dining Services at least one (1) week prior to the event, and the sponsoring organization will be charged for the staff labor needed to manage the under-age identification process.
      - The University and Dining Services staff will band and serve only the people who are of legal drinking age.
      - A separate area must be created to limit consumption of alcohol to that area and to insure that only persons of legal age are admitted to the separate area.
    - c. For ALL University sponsored events where alcohol is approved, the sponsoring organization must provide adequate supervision from the sponsoring organization within the premises to ensure that malicious damage and abusive behavior do not occur.
      - Supervisors may be required to wear and display identification.
      - There shall be one supervisor for every 100 guests at any event where alcoholic beverages are served
      - The supervisor must be briefed as to the security provisions required by the University.
      - The supervisor is responsible for working with event management staff and ensuring that:
        - Alcohol beverages are not carried onto University premises;

- Alcohol beverages which are being served on the premises do not leave the designated area;
  - Alcohol beverages are not furnished to minors; and
  - Malicious damage and abusive behavior does not occur.
- d. For ALL events where alcohol is approved;
- Non-alcoholic beverages must be offered. The serving of appropriate food and snacks is required.
  - Unlimited consumption of alcohol for a fixed fee is not permissible and no event shall ever include any form of a "drinking contest" or forced consumption of alcohol.
  - The campus does not support, and therefore does not allow the service of "shots" at any function.
  - If the event time is longer than 3 hours and/or ends after 10:00pm, alcohol beverage sales will close 30 minutes prior to the scheduled event end time.
  - The sponsoring organization must accept responsibility for monitoring behavior and adhering to the university alcoholic beverage policy.

4. The sponsoring organization must accept financial responsibility for any theft or vandalism associated with the sponsored event.

5. Sponsoring organizations are expected to maintain responsible standards concerning the use of alcoholic beverages at the event.

6. Any use leading to offensive behavior or disorderly conduct will result in the immediate dismissal of service to the individual(s) involved and/or to the sponsoring group.

7. Further disciplinary action may be taken if necessary (UWS Chapter 18 or criminal action).

8. In addition, facility use privileges may be suspended for a period of time. Any repeated violation will be cause for facility use denials as well as recommended sanctions.

9. The ultimate right to refuse service to any individual is reserved to the Yellowjacket Union and Dining Services departments with authority assigned to the on-duty staff members.

10. The ultimate right to refuse service to any individual at the Wessman Arena is reserved to the authorized and assigned on-duty Wessman Arena staff.

## **V. Compliance**

- 5.1 Report violations of this policy to Campus Safety and Risk Management.
- 5.2 The policy applies to all events occurring on UW-Superior campus.

## **VI. Attachments**

Alcohol Use and Service Request form

