

## **Student Activities Policy for Registered Student Organization Activities: Events with Alcohol**

The Department of Student Activities at the University of Connecticut believes that all members of our community who attend an event or program in association with a student organization have the right to do so in a safe, inclusive, and responsible manner. This document serves as a guide to both required university policies and recommended good practices for our students and volunteers who organize and provide events in which alcohol may be present.

### **Definitions**

Third Party Vendor – Any venue, facility, or legal alcohol provider that services events and programs.

Bring Your Own Beverage (BYOB) – Any event where participants are invited to procure their own alcohol for their own personal consumption.

Event at which the Organization (or someone) Provides the Alcohol – Any event at which someone brings alcohol that will be shared with others; the organization or a person(s) pay for the alcohol.

Open Bar – Any event where a third party vendor is providing alcohol with no direct cost to consumer.

Cash Bar – Any event where a third party vendor is providing alcohol that costs the consumer per beverage.

Sober Host – Any organizational affiliate who does not consume any alcohol within a reasonable amount of time before the pre-event activities, so that s/he is sober pre-event, during event, or during any post-event socialization.

### **Policies and Good Practices**

UConn student organization sponsored programs that include alcohol, or for programs sponsored by other organizations in which UConn student organizations participate/attend that include alcohol, UConn students should adhere to the university policies (from the UConn Student Code of Conduct) and recommended good practices outlined below.

**All participants and Third Party Vendors must follow all state and federal laws and regulations. The Student Code of Conduct applies both on and off campus for UConn students.**

#### **Third Party Vendor Policies**

- All participants/attendees are subject to state and federal laws and regulations.
- Drinking games of any kind are prohibited.
- Driving under the influence of alcohol on campus or off campus is prohibited.
- Alcohol may not be purchased with University funds, student organization fees or dues.
- Allowing a person under the age of 21 to consume alcohol is prohibited.
- Providing alcohol to a person who is visibly intoxicated and/or pressuring others to use alcohol violates the Student Code of Conduct.

### **Third Party Vendor Good Practices**

- The Third Party Vendor should be responsible for, and should explicitly agree (e.g. in writing) that they will be responsible for checking identification of all participants/attendees (not the organization).
- Alternative food and beverages should be available for all participants/attendees.
- Assess security needs (e.g. crowd size, participant age, physical location, transportation, etc.).
- Have copies of all agreements, insurance certificates, licensures, etc. at the event.
- Provide participants with a safe method of transportation – do not let anyone who has been drinking any amount operate a vehicle, or walk any significant distance.
- Understand a third party vendor's rules and regulations that will pertain to your event. Ask the vendor for a copy of their rules and regulations.
- Let all participants/attendees know in advance of beverage limits.
- Work with bartender to ensure no participants are over-served.
- There should at least 1 sober host per every 10-15 guests.
- Student Activities discourages student organizations from having an "open bar" at any events.

### **Bring Your Own Beverage (BYOB) or Event at which the Organization (or Someone) Provides the Alcohol Policies**

- All participants/attendees are subject to state and federal laws and regulations.
- Communal drinking sources are prohibited. This includes, but is not limited to: kegs, beer balls, wine fountains, alcoholic punch, ice luges, etc.
- Drinking games of any kind are prohibited.
- Driving under the influence of alcohol on campus or off campus is prohibited.
- Alcohol may not be purchased with University funds, student organization fees or dues.
- Allowing a person under the age of 21 to consume alcohol is prohibited.
- Providing alcohol to a person who is visibly intoxicated and/or pressuring others to use alcohol violates the Student Code of Conduct.
- Monitor all guests under the age of 21. It is your responsibility to make sure they are not drinking alcohol.

### **Bring Your Own Beverage (BYOB) or Event at which the Organization (or Someone) Provides the Alcohol Good Practices**

- The organization hosting the event must have a method of checking for and visibly indicating participants who are of the legal drinking age. This can be done by having a member check IDs and then provide bracelets to folks who are 21 or over.
  - Wristbands are available for free for student organizations who have an account with the Student Activities Business Office. They can be picked up in SU 314.
- All members should have ID that indicates their age on their persons at all times during the event.
- Alternative food and beverages must be available for all participants/attendees.
- Assess security needs. (e.g. crowd size, participant age, physical location, transportation, etc.).
- Provide participants with a safe method of transportation – do not let anyone who has been drinking any amount operate a vehicle, or walk any significant distance.
- Discourage use of glass bottles as they are an additional risk.
- Devise a method for tracking participant consumption (e.g. only allowing participants to bring in a specific number of beverages, or having a punch card system).

- There should at least 1 sober host per every 10-15 guests.
- Communicate all policies and procedures to all participants/attendees in advance.

**Sources:**

Social Event Planning: Making the Process Work for Your Chapter

Hosting Safe Social Events: A BYOB Checklist – North American Interfraternity Conference

UConn Student Code of Conduct: Appendix C: Policy on Alcohol and Other Drugs

This document supplements and does not supersede any other legal requirements.