



Approved by: Chancellor's Cabinet

Date: 1/16/2018

Gary Miller
Gary Miller, Chancellor

RESPONSIBLE SERVICE POLICY

GB-17-17-1

Alcohol service and consumption may occur in a number of settings at the University of Wisconsin-Green Bay. Differentiation has been made between private and public service of alcoholic beverages. Private service includes use at a private party, reception, or other event by which the individuals in attendance is limited. Public service includes serving alcohol at an event open to all members of the campus. Whenever alcohol is sold or served at a private or public event on campus, it shall be done applying the restrictions set forth in the policy.

RESTRICTIONS

- a. The sale and/or use of alcohol is restricted by [UWS 18.09\(1\)](#) Wis.Stats. to the University Union, Kress Events Center, Weidner Center, Shorewood Golf Course, Lambeau Cottage, and Chancellor's residence. All requests for exceptions shall be generated through and approved by the Campus Dining Contract Manager https://uwgreenbay.qualtrics.com/jfe/form/SV_40VOM7b7SDYRae0, with appropriate consultations including the Dean of Students Office or designee of the Chancellor. Use of alcohol in Residence Life is governed by [Residence Life policy](#) in addition to this policy. The university reserves the right to refuse service to any individual. These rights are subject to federal and state regulation.
- b. Private gatherings should provide a controlled environment and alcohol consumption should not be the primary purpose for the gathering. Hors d'oeuvres and other snack food must be served and nonalcoholic alternatives must be available.
- c. All individual or facility requests for the use of alcohol on campus shall be directed to the Campus Dining Contract Manager or his/her designee. The request will include an event plan for responsible dispensing consistent with this policy. Any event plan which includes the distribution of alcohol may require approved security personnel to be present during events. All event sponsors and on-campus facility management must comply with all policies, intent, and guidelines.
- d. The Vice-Chancellor of Student Affairs or appointee shall coordinate the purchasing and donation of all alcoholic beverages used on campus. Only approved and appropriately trained bartenders shall supervise the dispensing of alcoholic beverages used on campus. The Campus Dining Contract Administrator shall be involved in the training of individuals dispensing alcoholic beverages.
- e. Alcohol shall not be given as a reward for achievement at the University. Promotions which encourage alcohol consumption should be actively discouraged and not allowed if the promotion encourages alcohol abuse and places an emphasis on quantity and frequency of use.



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- f. Non-University groups may not sell, give away or dispense alcoholic beverages while using University space or facilities. Violation of this policy may result in an outside group losing its rights to use University facilities.

DISTRIBUTION

- a. University employees, including student employees, are required to follow University policy in serving alcoholic beverages on campus as a host. When alcoholic beverages are being served, age eligibility shall be enforced. Anyone dispensing or serving alcohol must be eighteen years of age or older and must be under the immediate supervision of a person who has attained the legal drinking age.
- b. All alcohol must be consumed within the room or area in which it is served.
- c. Unless explicitly permitted by the Chancellor or designee, any event that admit underage individuals must provide a separate room for serving alcohol, or the alcohol must be served and consumed in a restricted area.
- d. All advertising for events must not emphasize alcohol or alcohol consumption. The particular event should be the main focus of the advertising.
- e. Sponsors of all events at which alcoholic beverages are offered must also offer a non-alcoholic beverage alternative. If alcoholic beverages are offered at a reduced rate, the price of non-alcoholic beverages must also be reduced in a comparable manner. The serving of appropriate foods and snacks is also strongly encouraged. Sponsors of all events shall present a plan for responsible dispensing: including consideration of amount of alcohol per person, cessation prior to end of event, non-alcoholic alternatives, foods and snacks, appropriate dispensing of alcohol per person to control underage drinking, inclusion of underage person in the event, size of event and number of participants.

EDUCATIONAL USE

- a. Any academic programs in which use or service of alcohol must be approved by the Dean of the area and Office of Public Safety prior to distribution of any alcohol.
 - i. Any individual being served or consuming alcohol during an educational event or program shall sign a waiver of liability acknowledging the dangers of consumption.
 - ii. Individuals under the age of 21 are prohibited from participating in the consumption of alcohol during these events.
 - iii. Upon express permission, alcohol may be served in an academic setting, so long as the following criteria are met;
 - i. The activity must be approved at the Department level and instructor confirming that the service and consumption of alcohol has an academic component
 - ii. The Office of Public Safety is notified of the date, time and location of the alcohol service



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1. Students under the age of 21 are prohibited from participating in the consumption
2. Distribution is limited to the minimal amounts necessary to achieve the academic goal

APPEALS

- b. All appeals of this policy, including issues with the service requirements for an event will be handled by the Vice Chancellor for Student Affairs and Campus Climate or designee.

POLICY REVIEW AND ADMINISTRATION

- c. The Dean of Students Office, Vice-Chancellor of Student Affairs or appointee and the Alcohol Advisory Task Force, with the approval of the Chancellor, bear the responsibility for the formation and implementation of policies and procedures regarding the use of alcoholic beverages or drugs on campus.
- d. The Chancellor or his/her designee shall periodically review this policy and its implementation to ensure that the University remains in compliance with all laws, regulations, and guidelines.
- e. The Alcohol Advisory Task Force is also charged with evaluating educational and awareness programs and policy enforcement practices.

RELATED DOCUMENTS

[UW-Green Bay Guidelines for Maintaining a Drug-Free Campus and Workplace](#)