



THE UNIVERSITY of
NEW ORLEANS

**ADMINISTERED BY: Office of the Provost
and Senior Vice President for Academic
Affairs**

Policy No:	AP-AA-30.4
TITLE:	Alcohol and Events
EFFECTIVE DATE:	April 25, 2014* (*Policy Revised, see below)
CANCELLATION:	
REVIEW DATE:	Fall 2024

PURPOSE

The University of New Orleans is committed to the health, safety, and well-being of each member of the University community. In order to further student learning and promote the University’s academic mission, UNO fosters an environment of personal responsibility and respectful citizenship. This means that all members of the University community – students, faculty, and staff - in addition to visitors – have a shared responsibility in safeguarding a healthy learning environment in which inappropriate behaviors and the associated negative consequences of alcohol misuse are addressed in a manner appropriate to the circumstance. The University, as outlined in the following policy, strives to create a culture that supports UNO community members who have made the decision to not use alcohol, as well as encourage, through education, those who choose to drink alcohol to do so in a safe, legal, and responsible manner.

The possession, use, sale, distribution, or manufacture of alcohol may be done only in accordance with the provisions of federal and state laws, local laws ordinances, and University regulations, including this policy. Louisiana state law prohibits the purchase, public possession or consumption of any alcoholic beverage by persons under the age of 21. This policy outlines the specific expectations for serving of alcohol at university events or events that take place on campus.

APPLICABILITY

This policy applies to all UNO students, faculty, staff, and visitors. The following related policies also apply to employees:

- [AP-BA 09 Substance and Alcohol Abuse;](#)
- [AP-BA 36 Drug and Alcohol Testing.](#)

Additional drug and alcohol policy information for students can be found in the [Student Code of Conduct](#).

AUTHORITY

Part Two, Chapter III, Section IV of the bylaws and rules of the University of Louisiana System.

DEFINITIONS

Alcoholic beverage: beer, wine, or distilled spirits (liquor) as defined by state law.

Alcohol Event Authorization Permit: Student organizations must obtain written permission to serve alcohol at events. The form to request authorization is available in the Office of Student Involvement and Leadership and must be submitted at least two weeks before the proposed organization event.

Employee: Any person having an employment relationship with the University, including but not limited to classified and unclassified staff, faculty, graduate assistants and student employees.

Authorized Vendors/Servers: Caterers who have been licensed by the University to engage in the sale and service of alcoholic beverages on the UNO campus under applicable law and University policy. Requirements for Authorized Vendors/Servers include but are not limited to: (1) any required governmental permits or licenses; (2) completion of Responsible Alcohol Service Training as required by state law; (3) agreement to adhere to University policies and regulations, city ordinances and state laws; (4) UNO required insurance; and (5) that Third Party Vendors/ Servers performing such services on the UNO campus must be 21 years or older and may not be members or affiliates of the host/ sponsor organization.

Public possession of alcohol: The possession of any alcoholic beverage for any reason, including consumption, on any street or highway or in any public place or any place open to the public, including a club, which is de facto open to the public.

Purchase: Acquisition by the payment of money or other consideration.

Responsible Parties: The organizational leaders and advisors hosting/sponsoring the event at which alcohol is served.

Student: For the purposes of policy enforcement, the University considers an individual to be a "student" when an offer of admission has been extended and thereafter as long as the student has a continuing educational interest in the University. The term "student" includes individuals who are dually enrolled, visiting, online, and/or non-degree seeking. See AP-AA 38 for more details.

University Approved Sites: Sites designed by the University as approved locations for the service and consumption of alcohol whether as a part of fixed retail food and beverage operations or as professional catered events. These sites are designated for such events: UNO Lakefront Arena, Cove, University Center, and the Alumni and Visitors Center.

GENERAL POLICY

Alcohol

The serving, possessing, and consuming of alcoholic beverages on the campus of UNO may be done only in accordance with the provisions of the state and local laws and ordinances, and applicable University regulations. The following University policies shall apply:

1. No alcoholic beverages may be possessed, distributed, served, or consumed on campus by persons under the age of 21.
2. Persons age 21 or older may possess and consume alcohol at campus events only when the following conditions are met:
 - a. when the alcohol is served by a University Authorized Vendor/Server; and
 - b. when alcoholic beverages are served and consumed at a University approved site or at an event granted with an Alcohol Event Authorization Permit.
3. The sponsoring organization is responsible for ensuring that members and invited guests display responsible behavior. To that end:
 - a. It is prohibited to encourage behavior/activity where there is explicit or implicit pressure or an expectation for anyone to consume alcohol, or where there is no diversion from drinking alcohol, or where lewd, abusive or sexually degrading behavior occurs in conjunction with alcohol consumption.
 - b. Activities or events which encourage rapid drinking, drinking games, or drunkenness are prohibited.
 - c. Obviously intoxicated persons shall not be admitted or served alcohol at activities or social events.
4. The university cannot take responsibility for monitoring the off-campus environment. The university does, however, expect that all members of its campus community involved in off campus events where alcohol is present take it upon themselves to use this policy as a guide in planning and conducting their events. Student Organizations are expected to be in compliance with their national guidelines and risk management policies. The University may take action against individuals who engage in off-campus consumption of alcohol when it has negatively impacted or threatened to negatively impact the University mission or activities or the health, safety, or welfare of the University community.
5. Tailgating is allowed on campus before and after the game in a manner and in areas deemed acceptable by the University.

Registered Student Organizations Events

In addition to the above policy, the following regulations will govern on-campus student organization events at which alcohol will be present.

An event may be considered a student organization event if one or more of the following occur:

- The event was pre-planned or premeditated (flyers, emails, organization's social media)
- The event was discussed or planned during the organization's meeting
- The majority of the organization's members knew of and/or attended the event
- Organizational resources were used in any way (i.e. entertainment, transportation, food, beverages, advertisement, etc.)
- A significant portion of attendees were invited by members of the organization

In addition, an event could be considered a student organization's event if a non-member perceives the event as being sponsored by an organization.

1. Student leaders of the student organization requesting an alcohol event must submit the Alcohol Policy Acknowledgement form.
2. A contract with the UNO Department of Public Safety and Security (DPSS) must be signed for any on-campus event where alcohol will be served. Security must be present for the duration of the event, including 30 minutes before the start of the event and 30 minutes following the event. UNO DPSS requires at least two weeks' advance notice. The University reserves the right to determine the number of officers/security personnel required for the activity.
3. For off-campus events at which alcohol will be served, local law enforcement or private security agencies must be contracted and a copy of the signed contract must be filed with the Office of Student Involvement and Leadership.
4. Advisors must be present for the duration of the event when alcohol is served.
5. Organizations must provide five non-drinking monitors for the event. The Dean of Students (or designee) may require more non-drinking monitors if deemed necessary. The organization president and other designated officers must be non-drinking monitors.
6. Alcohol may not be purchased with University funds.
7. No organization may co-sponsor an event with an alcohol distributor, tavern, or other business where alcohol is given away, sold, or otherwise provided to those present.
8. A reasonable portion of the budget for the event shall be designated for the purchase of food items. Soft drinks and other non-alcoholic beverages must be available and featured as prominently as the alcoholic beverages.
9. The cost of alcoholic beverages may not be included in the cost of admission ticket or cover charge, or any other assessment required of members or guests. All alcoholic beverages

must be individually purchased. Alcohol may not be distributed free of charge by an alcohol company or distributor at any student organization event under any circumstances on campus.

10. Alcohol should not be used as an incentive to participate in a campus event. Advertisement for a party may mention alcohol only in the following manner: "Cash bar available". Advertisement shall mention the availability of food and non-alcoholic beverages as prominently as the alcohol.
11. Alcohol, bar tabs, coupons for free or reduced-priced drinks, etc., may not be awarded as prizes for any raffles or other events.
12. BYOAB (Bring your own alcoholic beverage) events are not allowed.
13. No alcoholic beverages in bulk form (keg, etc.) may be purchased or used. Kegs of beer will not be allowed. Providing a common source of any alcoholic beverage—be it beer, alcoholic punch, or an open bar—implies that it is provided by or on behalf of the organization, regardless of who actually purchased it.
14. All registered student organization events at which alcohol will be served must be registered with the Office of Student Involvement and Leadership in accord with the established policy, procedures and deadlines.
15. Student organizations are only allowed to register/sponsor a total of three (3) alcohol events Sunday through Thursday during each semester. Events on Fridays and Saturdays are not subject to this limitation but are subject to the requirement that they be registered with the Office of Student Involvement and Leadership. No events involving alcohol will be approved for the fourteen (14) calendar days prior to and including finals; this includes the weekend between the two weeks. No events involving alcohol will be approved during any University closure (including but not limited to Fall Break, Spring Break, Thanksgiving, Mardi Gras, semester breaks, etc.)
16. Organizations must use University Dining Services as the Authorized Third Party Vendor for on-campus events on the main campus. Organizations may use servers at the UNO Lakefront Arena if their organizational event is authorized for facilities located at the Lakefront Arena. (In either of these instances, if members of the organization are employed by Dining Services or the UNO Lakefront Arena, these members may not function as a server for the event.)
17. Open parties (those with unrestricted access by non-organizational members, without a specific invitation) shall be prohibited. An exemption to this will be the University – produced entertainment or social events sponsored by the student programming board and tailgating.
18. The sale or serving of alcoholic beverages will end no later than one half hour prior to the scheduled end of the event.
19. Students are governed by the university's Student Code of Conduct and by all other policies that outline student rights and responsibilities. Violations of the Alcohol and Events policy may be referred to the Office of Student Accountability for review and follow up.

Alcohol and Athletic Events

Events should be conducted in an environment that is safe and enjoyable for all. As public events have great potential to attract a variety of spectators, the following policy has been developed for these events.

General

1. Although tailgating will be permitted on campus, before and after the game, in a manner and in areas deemed acceptable by the University.
2. Consumption of alcohol will be limited to persons of legal age (21 or older).
3. Tailgating will be limited to home game days unless otherwise approved by the Vice President for Athletics and Recreation.
4. For home games that occur during a regular school day, tailgating activities will be allowed after 5:00 p.m. For home games that occur on days when school is not session, tailgating will be allowed starting 4 (four) hours before the scheduled game.
5. Glass containers of any kind are prohibited.
6. No oversized or common source containers of any sort (including but not limited to kegs, punchbowls, beer balls, party balls) will be allowed.
7. Alcohol drinking games, funneling or any other activity deemed by the University as inappropriate, are prohibited.
8. Individuals(s) or groups engaging in inappropriate or disruptive behavior will be directed by the UNO Department of Public Safety and Security or event management staff to cease and desist from doing so and are subject to University, local or state action.
9. At home games, alcohol cannot be brought into the venue. All persons entering the venue are subject to a reasonable check/search of personal bags, purses, coats, etc. Anyone found in possession of alcoholic beverages (other than those sold in the venue) and/or other items deemed dangerous or inappropriate by the University will be refused admission to the game. Any individual found in possession of said items will be evicted from the venue and will not be allowed to reenter the venue for the remainder of the calendar day on which the game is held. Alcohol may be purchased inside the venue by those of legal age with valid identification.
10. Cups, containers, ice chests, etc. may not be brought into the venue.

11. Failure to follow these rules and regulations may result in eviction from campus with possible University, local, or state action to follow.

Faculty, Staff, or Departmental Campus Events at Which Alcohol Will be Served

Events serving alcohol must be held at one of the following established university event venues:

- University Center
- The Cove/Sandbar
- Homer L. Hitt Alumni Center
- Library 407
- UNO Athletics venues

Events not held in one of the above established venues may seek permission from the Office of Events and Protocol to serve alcohol. Events must be in compliance with this policy and other venue specific regulations.

Events Hosted by External Groups

Events hosted by external groups must work with Campus Booking to ensure their events adhere to policy requirements. When alcohol is served at events hosted by external groups, a contract with the UNO Department of Public Safety and Security (DPSS) must be created. Security must be present for the duration of the event, including 30 minutes before the start of the event and 30 minutes following the event. UNO DPSS requires at least two weeks' advance notice. These events require at least one officer for every fifty (50) people in attendance.



John W. Nicklow
President
University of New Orleans

**Policy Updates:*

Revisions: 09/27/2021

09/28/2017