



Angelo State University
Operating Policy and Procedure

OP 74.06: Alcohol Beverage Policy and Procedure

DATE: March 10, 2015

PURPOSE: The purpose of this OP is to establish a policy defining the use alcoholic beverages while using university facilities.

REVIEW: This OP will be reviewed in May every three years, or as needed, by the director for business services with recommended revisions forwarded through the vice president for finance and administration and the vice president for student affairs and enrollment management to the president by June 15 of the same year and presented to the Board of Regents for approval.

POLICY/PROCEDURE

1. Policy

The following are the policies and procedures governing the use of alcohol at Angelo State University. Both were formulated in accordance with the laws of the State of Texas restricting the possession and consumption of alcohol to persons who are twenty-one (21) years of age or older.

a. General Policies

The following policy shall apply for the establishment, organization, and implementation of alcoholic beverage service in university facilities as approved by the president. Currently these facilities include the Houston Harte University Center, the Junell Center/Stephens Arena, and the University Lake Facility. **Possession or consumption of alcohol at specific university facilities may be permitted or restricted at the discretion of the president.**

- (1) A sponsoring organization desiring to have alcoholic beverages served in conjunction with an event scheduled in a university facility must complete and return to the Special Events office a "Request to Serve Alcoholic Beverages" form. The form must be returned fifteen (15) business days prior to the event and requires the approval signature of several university administrators including the president. These forms may be obtained from the Special Events Office in room 200 of the Houston Harte University Center.
- (2) Any sales or complimentary service of alcoholic beverages shall comply with federal, state and local laws regarding the possession, consumption and distribution of alcoholic beverages.

[Major revisions: approved by the Board of Regents, March 6, 2015]

- (3) Any event in which alcoholic beverages are to be served on a complimentary basis shall be pre-approved in writing by the Angelo State University president.
- (4) All service of alcoholic beverages at any Texas Tech University System (TTUS) event shall be provided by a caterer or server(s) licensed by the Texas Alcoholic Beverage Commission to serve alcoholic beverages who provide proof of appropriate insurance coverage. The furnishing or sale of alcoholic beverages in designated Angelo State University facilities will be restricted solely to the university's alcoholic beverage license holder.
- (5) Any agreement for sales of alcoholic beverages at a single Texas Tech University System (TTUS) event shall be with a third-party vendor holding all permits required by the Texas Alcoholic Beverage Commission and shall be approved in writing by the Angelo State University president.
- (6) Any agreement to license the sale of alcoholic beverages by a third-party vendor at or in conjunction with any intercollegiate athletic event at a TTUS facility shall be approved by the Board of Regents. Any other agreement to license sales of alcoholic beverages by a third-party vendor on a term or multi-event basis shall be approved by the president of the component institution that is responsible for the facility or facilities involved. Before any such approval is granted, the president shall notify the chancellor and the board of the proposed agreement.
- (7) No department or office of the TTU System shall be licensed to sell alcoholic beverages unless such sales activity is a necessary component of the department's or office's approved academic curriculum (e.g., the Department of Restaurant, Hotel and Institutional Management in the College of Human Sciences at Texas Tech University). Before any such application is submitted, the approval of the department chair or head of the academic unit involved, the dean of the college or school, and the president of the respective component institution shall be obtained.
- (8) Alcoholic beverage service will be provided only in conjunction with events that include food service. In addition, non-alcoholic beverages are also to be readily available at these events.
- (9) Keg beer will not be sold, served, or allowed in university facilities unless specifically pre-authorized in writing by the president.
- (10) The possession and consumption of alcoholic beverages will be limited to the room(s) or space(s) in which the catered event occurs.

b. Catered Events and Joint Sponsorship Events

Alcoholic beverage sales and/or service in designated university facilities are divided into two categories: Catered Events for Non-University Groups and Joint Sponsorship Events.

(1) Catered Events for Non-University Groups

- (a) Catered events are private, controlled access events.

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- (b) The sponsoring organization will be responsible for controlling access to the event facility and for assuring compliance with applicable state law.

(2) Joint Sponsorship Events

- (a) Whenever non-university groups share in the use of university facilities, it shall be upon the invitation of the university and under its joint sponsorship and with the further understanding that all of the conditions governing such sponsorship are to be set by the university.
- (b) In the case of programs for which the university is a joint sponsor, the fee to be paid by the co-sponsor will be a matter for negotiation in each case, subject to final approval by the president or a designated appointee, and will be specified in the agreement providing for the joint sponsorship.

c. Security

One or more uniformed police officers will be required to be on duty throughout the duration of each catered event serving alcoholic beverages. Expense for this service will be assessed to the sponsoring organization or Activity Card holder.

d. Student Housing

The possession or use of alcoholic beverages is permitted in the individual apartments of Vanderventer Apartments and the individual rooms in designated areas of Concho Hall provided all of the student residents of the individual apartment or room are twenty one (21) years of age or older.

e. Student Organizations

University recognized and/or funded student organizations may not sponsor events and/or activities, open to the general public, where alcoholic beverages are served and/or consumed without written approval from the Angelo State University president.

- f. Renewed or revised policies required by this section adopted by a component institution subsequent to board approval of this provision shall be subject to the prior approval of the board. Thereafter, any substantive change in the component institution's policies shall be subject to approval by the board.