

PROCEDURE LIT.2.04.01 SOCIAL EVENTS WITH ALCOHOL

SCOPE: Faculty and Staff

1. Facility Reservations:

- 1.1. Use of LIT facilities will be granted only to groups or organizations that have the approval of the president.
- 1.2. Reservation forms must be submitted to the appropriate office at least two weeks prior to the scheduled event.

2. Stipulations Regarding Time and Place

- 2.1. Without explicit authorization from the President, alcoholic beverages may not be served until after 5 p.m. Monday through Friday.
- 2.2. Alcohol may be served in authorized facilities
 - 2.2.1. Monday - Thursday, 5 p.m. until midnight;
 - 2.2.2. Friday, 5 p.m. until 2 a.m.;
 - 2.2.3. Saturday, 10 a.m. until 2 a.m.;
 - 2.2.4. Sunday, noon until midnight.
- 2.3. Ordinarily, facilities are unavailable during holiday periods.
- 2.4. Beverage and bartender service will be discontinued thirty (30) minutes prior to the scheduled ending time of the event.
- 2.5. Alcoholic beverages are restricted to approved areas as designated on the reservation form.

3. Food Service:

- 3.1. Food must be served at all events when alcoholic beverages are served.
- 3.2. Arrangements for food and alcohol must be made in advance with the events coordinator.

4. Responsibilities:

- 4.1. A police officer(s) is required at all events where alcohol is served as well as anywhere the building supervisor, advisor, or the President deems necessary.
 - 4.1.1. Arrangements must be made through the Lamar University Police Department.
- 4.2. The group or organization reserving a facility is responsible for any charges for damages and clean-up which result from the organization's function.

5. Legal Considerations:

- 5.1. All state regulations and statutes regarding possession, serving, and/or consumption of alcoholic beverages and LIT Policies and Procedures will be strictly enforced.
- 5.2. Violators of these regulations/statutes/policies are subject to disciplinary action by LIT and/or by civil authorities.

Related Policies: LIT.2.04 *Alcohol on Campus*

Relevant Forms/Documents: LIT MPC Reservation Form

Relevant TSUS Policies/Forms/Documents: TSUS Rules and Regulations Chapter VII Sec. 4.1 *Alcohol Policy*

Relevant Statutes: Texas Government Code Sec. 2113.101 *Alcoholic Beverages*

Relevant SACSOC Standards:

Document History:

Adopted:

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