

PROCEDURE LIT.2.04.02 APPROVAL TO PURCHASE ALCOHOL

SCOPE: Faculty and Staff

1. No State appropriated funds, Federal or State Grant Funds or funds from student fees may be used to purchase alcoholic beverages or services connected with the use of alcoholic beverages.
 - 1.1. Where not otherwise prohibited, certain gift, designated, auxiliary or restricted funds may be properly applied for the purchase of alcohol.
 - 1.2. The Vice President of Finance and Operations/CFO shall be responsible for determining the proper source and use of funds before an expenditure for alcohol is allowed.
2. Persons intending to purchase alcohol on a requisition should seek approval from the Vice President of Finance and Operations/CFO.
 - 2.1. If approval is not obtained prior to the expense being incurred, the expenditure becomes the personal obligation of the individual making the purchase and LIT is under no obligation to reimburse the employee.

Related Policies: LIT.2.04 *Alcohol on Campus*

Relevant Forms/Documents:

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:

Reviewed:

Revised: May 2023, August 2026