

USE AND POSSESSION OF ALCOHOL ON COLLEGE PROPERTY**1. General**

The use and possession of alcohol is prohibited on College property, except as authorized herein. For the purposes of this policy, the use of alcohol refers to the possession, service, or consumption of alcoholic beverages. This policy governs the use of alcohol on College property. It applies to students, student organizations, faculty, staff, College departments and other entities, and visitors. This policy applies to property owned, leased by, or operated by the College and to all events sponsored by the College or its subunits. It does not apply to property owned by the College and leased to others, unless it would otherwise apply.

Northern recognizes that alcoholic beverages are legal commodities that may be used responsibly by persons of legal drinking age. The College also recognizes that alcohol use may lead to significant individual and societal harm. This policy is intended to reduce alcohol-related harm while allowing for the legal, safe, and responsible use of alcohol. The College also recognizes that diversity of opinion and freedom of choice are the foundations of institutions of higher education, and that the use of alcoholic beverages by those of legal age is a matter of personal choice. Individuals who choose to use alcohol on College property in accordance with this policy must comply with state law and College policies and procedures, and conduct themselves responsibly, mindful of the rights of others.

2. Use of Alcoholic Beverages

Northern employees are prohibited from drinking alcoholic beverages or being under the influence of alcoholic beverages during working hours, or while operating or riding in a College vehicle.

The use of alcohol on College property is prohibited except as follows or where licensed.

2.1. Receptions or Other Social Functions

Alcohol may be used at receptions or other social functions sponsored by a College department or other unit when approved by the College President or designee in advance, in writing. Such events should normally involve special guests of the College or otherwise be a non-routine occurrence, such as a reception for visiting dignitaries or a reception in connection with an academic conference. The reception or function must be by invitation only and held in a location that can reasonably be closed to the public. The following additional restrictions apply:

- Only beer and/or wine may be served.

- Sale of alcohol is prohibited, except as allowed in Section 2.3. Cash bars and entrance fees intended to help defray the cost of providing alcoholic beverages are prohibited.
- Service of alcohol at office parties or similar office social events is prohibited.
- Receptions or other social functions are subject to the restrictions listed in Section 5.2. herein.

2.2. Research

Alcoholic beverages may be used for research. Such functions must be approved in advance, in writing, by the President or designee.

2.3. Licensed Locations

Alcoholic beverages may be sold and served at any College location possessing a legal license to sell and serve alcoholic beverages. Approval by the President or designee is not required.

2.4. Food Preparation

Alcohol may be used in food preparation in College food production areas.

3. State Law

State law governs many aspects of the consumption and serving of alcohol. All individuals who use and/or serve alcohol on Northern property must comply with the applicable legal requirements.

4. Purchase of Alcohol

The purchase of alcohol with College funds is prohibited except as follows:

4.1. Alcohol may be purchased for research. The purchase must be approved in advance, in writing, by the College Controller after recommendation by the cognizant dean or director. See Section 2.2. herein for approval requirements of function.

4.2. Alcohol may be purchased by any Northern holder of a legal license to sell and/or serve alcoholic beverages pursuant to its license. Approval by the President or designee is not required.

5. Procedures

5.1. Request for Approval

A department requesting a function authorized by Sections 2.1. and 2.2. herein must complete a Request to Serve Beer or Wine on College Property and send it fifteen (15) business days prior to the reception or function to the Vice President for Finance and Administration for review. All requests will then be forwarded to the President's Office for approval. If an entity outside the College co-sponsors any event, the co-sponsor must obtain liquor liability insurance in the amounts required by the College. Proof of insurance must be sent to the Vice President for Finance

and Administration's office no later than ten (10) business days prior to the event. The College must be named an additional insured.

5.2. Restrictions

Whenever alcohol is used on College property, the following restrictions apply:

- The sponsors must take precautionary measures to ensure that alcohol is not used by persons who appear intoxicated; and/or who are under the age of twenty-one (21).
- Sponsors must follow principles of good hosting which include having non-alcoholic beverages and food available, and providing planned programs. The use of alcohol shall not be the sole purpose of any activity.
- Non-alcoholic beverages must be available at the same place and be as noticeable as the alcoholic beverages.
- A reasonable portion of the budget for the event shall be spent on food.
- Any form of a "drinking contest" in activities or promotions is prohibited.
- There shall be no kegs or use of devices that facilitate the rapid ingestion of beer or other alcoholic beverages, such as "beer bongs," and no sale of alcohol.

5.3. Promotional Materials

Alcohol shall not be mentioned in any promotional materials developed or distributed by the College for an event and shall not be used to encourage participation.

6. Chartered Student Organizations

Chartered student organizations must comply with state law, this policy, and to any provisions in the Chartered Student Organization Policy governing the use of alcohol.

7. Education, Support Groups, and Services for Alcohol-Related Problems

In light of social and health problems associated with alcohol abuse, the College will provide educational services to faculty, staff, and students about alcohol-related problems. Students, faculty, and staff may get assistance from the following College programs.

7.1. Consultation and Referral for Alcohol Related Problems

The following College programs provide consultation and/or referral for alcohol-related problems:

- Student Counselor--students only
- CARS--faculty and staff only