

 UNIVERSITY of DENVER	UNIVERSITY OF DENVER POLICY MANUAL ALCOHOL CONSUMPTION AND RESOURCES		
<u>Responsible Department:</u> Office of Provost <u>Recommended By:</u> Provost, VC Business and Financial Affairs <u>Approved By:</u> Chancellor	<u>Policy Number</u> 3.20.010	<u>Effective Date</u> 6/8/2018	

I. INTRODUCTION

The University strives to promote a healthy and safe educational, professional, and residential community where alcohol does not interfere with individual performance, personal success, public safety, or the integrity of the learning environment. The University’s policies uphold state and federal laws regarding alcohol and other substances and maintain institutional compliance with the federal Drug-Free Schools and Communities Act. In addition, these policies emphasize the University’s commitment to the following principles:

1. Empowering students and employees with the information and skills needed to adopt healthy and safe behaviors.
2. Providing early intervention, support, and referral services to students and employees suffering from substance abuse disorders.
3. Defining expectations for conduct with respect to the use of alcohol.
4. Creating a campus environment that supports the values of the University and reflects those values to the public.

II. POLICY OVERVIEW

Individuals who consume alcohol – either on University Premises¹ or while engaged in University-related activities in the community – must follow the University’s policies. These policies are guided by the following beliefs:

1. Consumption of alcoholic beverages should be limited to persons of legal age and undertaken only by personal choice.
2. Those who choose to consume alcoholic beverages should do so responsibly and in moderation.

3. Behaviors related to the misuse of alcohol pose a danger to the individual, members of the campus community, and the learning environment.
4. The use of University resources for the purchase of alcohol are resources that could be deployed directly toward student learning. Therefore, decisions made about the use of University Funds² should reflect good stewardship of our students' tuition dollars.

III. PROCESS OVERVIEW

A. Alcohol Use Policies

1. Use of University Funds² to Purchase Alcohol

The University advocates limiting the purchase of alcohol with University Funds². All individuals and groups are expected to be prudent managers of University resources. A division manager may implement a more restrictive alcohol policy for her unit.

a. University Funds² may not be used to purchase alcohol in the following circumstances:

- i. University Funds² may not be used to purchase alcohol when the majority of attendees at an event are less than 21 years of age.
- ii. Student activity fees³, including graduate student activity fees³, may not be used to purchase alcohol under any circumstances.
- iii. The purchase of alcoholic beverages is not allowed using federal or state grant or contract funds.

b. University Funds² may be used to purchase alcohol in the following circumstances:

- i. Alcohol may be purchased for research or teaching purposes and for purposes that do not include personal consumption (*e.g.*, using alcohol as an ingredient in the preparation of food or for cleaning).
- ii. Alcohol may be purchased for University-Sponsored Events (*see Procedures for University-Sponsored Events with Alcohol* below) hosting donors, alumni, or guests of the University.
- iii. Alcohol may be purchased for University events involving students who are over 21 years of age and employees when appropriate for business purposes.
- iv. An employee traveling on University business may purchase alcohol for themselves, donors, alumni, or guests of the University.
- v. Alcoholic beverages are only allowed on private grants or contracts if specifically allowed by the sponsor.

2. Procedures for University-Sponsored Events with Alcohol

University-Sponsored Events with alcohol include any activity involving students or University employees that are held on University Premises.¹ Activities with alcohol involving students or University employees that are held off of University Premises¹ are also considered University-Sponsored Events when such activities are connected with or sponsored by a recognized student organization⁴ or a University department/operating unit.

a. Liquor License Requirements on University Premises¹

- i.** Alcohol may only be sold in specific areas covered by existing liquor licenses. These include parts of the Ritchie Center, the Driscoll Center, the Newman Center, the Knoebel School of Hospitality Management, and the Highlands Ranch Golf Course.
- ii.** If the event is open to the public, the law requires a liquor license to serve alcohol in any facility on campus.
 - 1.** In order to not be open to the public, events with alcohol must have a guest list or name tags that identify individuals as attendees of the event.
 - 2.** If it is possible to walk into the event without checking in, the event is considered to be open to the public.
- iii.** In the rare instance that there is a legitimate reason to serve alcohol to the public or sell alcohol in a facility not specifically covered by an existing license, a temporary liquor license is required. Acquiring a temporary liquor license is an extensive process that involves many weeks of planning and is not assured by the University completing an application with the City of Denver.

b. Event Registration for University Events with Alcohol

- i.** Every event with an expected attendance of 50 or more guests is required to submit an online Event Registration Form. This form is routed through Campus Safety.
 - 1.** The organization⁴ or unit sponsoring the event must submit an Event Registration form no fewer than 10 business days prior to the event date.

2. The processed Event Registration form must be displayed during the event.
 3. As a part of the event registration process, each event with 50 or more guests must identify an individual who is the point of contact for the event and who will liaison with Campus Safety should issues arise.
- ii. Some events will require a Campus Safety Officer or Denver Police to be present.
1. Any event that is expecting 100 or more attendees will be required to have at least one (1) Campus Safety Officer present for the entire duration of the event.
 - a. Larger events may require more Campus Safety Officers depending on the size, type, location, and purpose of the event.
 - b. The evaluation and determination of how many officers will be required is the responsibility of the director of Campus Safety or designee.
 - c. The cost for Campus Safety Officers to be present at any event will be the responsibility of the event organizers. Campus Safety Officers will be billed to the event at a rate of \$40.00 per hour per officer.
 2. Certain types of events may require Denver Police Officers to be present for security purposes. These tend to be large events with several hundred attendees.
 - a. The decision to require Denver Police Officers in place of or in addition to Campus Safety Officers will be made by the Department of Campus Safety.
 - b. The cost for Denver Police Officers will be the responsibility of the event organizers and will be billed at their current rate at the time of the event.
 - c. The Newman Center, the Knoebel School of Hospitality Management, the Ritchie Center, Conference and Events Services, and the Highlands Ranch Golf Course will share a list of scheduled events with Campus Safety on a regular basis and will **not** complete individual event forms.

c. Procedures for Serving of Alcohol at University Events

- i.** No alcoholic beverages, no matter what the funding source, may be served when the majority of attendees are less than 21 years of age.
- ii.** In University facilities covered by liquor license (Newman Center, Ritchie Center, Knoebel School of Hospitality Management, the Driscoll Center), liquor must always be served by a licensed bartender.
- iii.** In any University facility, except for the facilities listed above, alcohol must be served by a licensed bartender at any event with 25 or more attendees.
- iv.** Bartenders should check guest IDs if there is any concern that guests are less than 21 years of age and must not serve individuals who are obviously intoxicated.
- v.** At all events, the event organizer needs to regulate entry into the event, ensure that alcoholic beverages are not carried out of the event, and facilitate the safety of individuals leaving the event.
- vi.** Alcohol may not be served on campus after 11pm.
- vii.** Any event at which alcohol is served should include non-alcoholic beverages, food, light snack, etc.
- viii.** Open access kegs, party-balls, beer bong, or other similar common-source containers containing alcohol are not allowed. Drinking contests and/or games in any form are not allowed.
- ix.** Alcohol must be stored in a locked location before and after an event. After an event serving alcohol, best practice is to return unopened alcohol to the vendor for an expense credit.
- x.** The consumption of alcoholic beverages should not be promoted as the primary event focus. Beverage company inflatables or other promotional items may not be used to promote an event.

d. University-Sponsored Events Off-Campus with Alcohol

- i.** University events held off campus include events in rented or donated facilities and at private homes.
- ii.** At an external venue, it is assumed the venue employs licensed bartenders. Nobartender is required at a private home. Homeowners are responsible for monitoring consumption.
- iii.** Off-campus events held in a business, rented, or donated space do not require campus safety officers as they are monitored by the owners/operators of that venue or the host/hostess of the event in a private home.
- iv.** An Event Registration Form is not required for University-Sponsored Events held off-campus.

e. Alcohol at Athletic Events and Ritchie Center Special Events⁵

- i.** Alcoholic beverages may only be provided or sold by licensed bartenders during University Athletic Events and Ritchie Center Special Events⁵ in the specific areas within the Ritchie Center covered by existing liquor licenses.
- ii.** Tailgating at athletic or special events on campus is allowed. See the complete *Tailgating Policy* in *Appendix A*.
 - 1.** Open source alcohol such as kegs, party balls, pooling or mass purchases are not allowed and the use of glass containers is not permitted at tailgating events.
 - 2.** All individuals participating in a tailgating event must be cognizant of and abide by all applicable laws, rules, regulations, and policies pertaining to alcohol.
 - 3.** Fans and guests must avoid participation in or support of public intoxication, disorderly conduct, and underage drinking.
 - 4.** Unless such sales are specifically preapproved in writing by the Division of Athletics and Recreation or unless such vendors have been officially licensed, hired, or contracted by the University, no products (including food and beverage) may be sold at Tailgates or anywhere else on campus on game or special event days.

f. Alcohol Policies Specific to External Events⁶ On-Campus

- i.** Alcohol must be transported to and from the University in unopened containers, even if donated.
- ii.** Alcohol must be served by licensed bartenders as defined by the Colorado Department of Revenue Enforcement Division. The bartenders must supply a copy of this certification and a picture ID.
- iii.** All alcohol must be served and consumed within a defined area with appropriate signage indicating where those boundaries end. Stanchions are recommended for public spaces.
- iv.** All event forms must be completed and returned two weeks prior to the event subject to approval. University Alcohol Policies will be attached.
- v.** If Campus Safety determines additional officers are required at the event, the client is responsible for the fees incurred for this service.
- vi.** Alcohol service must conclude by 11pm and all events must conclude by midnight.

3. Student Alcohol Use Policy

- a.** The University's Conduct Policies prohibit students from engaging in alcohol misuse, which includes, but is not limited to:
 - i.** Intoxication to the point of endangering one's own health or safety regardless of age;
 - ii.** Any act which causes a person to consume alcohol without his/her effective consent;⁷
 - iii.** Consumption by, possession of, or distribution to any person under 21 years of age;
 - 1.** A TIPS trained employee or student at least age 18, under the supervision of a vendor or as part of an academic program, like Hospitality Management, may pour or serve alcohol.
 - iv.** Possession of paraphernalia used to facilitate the rapid consumption of alcohol (*e.g.*, beer bongs and funnels);
 - v.** Alcohol consumption during class, unless a part of instruction, is prohibited, even if the students in the class are over 21 years of age.

- vi. Student organizations are expected to abide by local, state and federal laws and any additional policies as laid out by the Honor Code and their governing and/or recognition bodies such as Undergraduate Student Government, Graduate Student Government, or Greek Council.

b. Outcomes

Student Conduct outcomes are intended to be educational rather than punitive whenever possible. Outcomes are based on each student's individual circumstances and previous conduct history. When assigning outcomes, Student Conduct seeks to balance the needs of the individual and the University community. Assigned outcomes for individuals found to be in violation of these policies may include inactive outcomes (such as warnings, probation, suspension, or dismissal) and/or active outcomes (such as written assignments, community service, educational intervention, restrictions, or referrals). Individual colleges and schools may have outcomes that are more stringent than University policy.

c. Jurisdiction

The University will address alleged student behavior when it may have violated University policy as outlined in this document, regardless of where the alleged behavior occurred. The Student Conduct Process does not replace criminal or civil proceedings. Regardless of whether formal criminal charges are filed over alleged behavior, the University may proceed with the Student Conduct Process as it deems appropriate. Individual colleges and schools may have student conduct processes that are more stringent than University policy.

d. Enforcement

Student Conduct is responsible for reviewing incident reports, assigning charges, and implementing the processes described in the Honor Code as they relate to students. This authority, or portions of it, may be delegated by Student Conduct as necessary for purposes including, but not limited to, maintaining efficiency or avoiding conflicts of interest.

Student Honor Code procedures will be used when any student at the University may have violated the Student Conduct Policies. Any question regarding the interpretation of specific portions of the Honor Code as it pertains to students will be directed to the Associate Provosts for Student Life and for Graduate Studies for final review and judgment. Individual colleges and schools may have enforcement processes that are more stringent than University policy.

i. Procedures Related to Medical Transports

The Department of Campus Safety will contact trained medical personnel to initiate a medical evaluation whenever an individual exhibits behaviors or symptoms indicating that they are unable to care for themselves or presents with a blood alcohol concentration of 0.08, the Colorado state legal limit, or above (as obtained via Portable Breathalyzer Test). Trained medical personnel will then determine if the student is medically stable and can be released into his or her own care, or if he or she needs to be transported to a detoxification facility for additional monitoring or to local emergency room facilities for immediate medical care. The student is responsible for all costs related to his or her transport and care.

ii. Medical Amnesty/Bystander Intervention Statement

The University has a concern and responsibility for preserving the well-being of all members of our community. Since the health and safety of our community is of primary importance at the University, community members are expected to not only look out for their own health and safety but also for that of their peers. Community members must take immediate action when a person's health or safety is threatened.

When students intentionally seek assistance from a University official or emergency service for themselves or others as a result of excessive alcohol consumption, the students involved will not be charged with an alcohol-related violation of the Honor Code, nor will an alcohol-related violation appear on their record. The students involved may be required to attend an educational outcome or evaluation related to their mental status or substance use. This referral will not constitute a violation of the Honor Code.

While health and safety is the University's number one priority, this commitment does not preclude legal consequences or charges related to non-alcohol-related Honor Code violations.

4. Faculty & Staff Alcohol Use Policy

- a. The University discourages the consumption of alcoholic beverages during working hours or during the discharge of University duties (whether or not on University premises¹). Although moderate consumption with meals or during social events is not prohibited, individuals must not report to work under the influence of alcohol.⁸

i. Enforcement

If an employee's supervisor has reasonable grounds to believe, based on observations by the supervisor or others the supervisor believes to be reliable, that the employee is under the influence of alcohol⁹ while at work, the employee may be deemed to have violated this policy and may be required to leave the workplace immediately. The University may, but is not obligated to, provide transportation to the employee's destination.

To the extent permitted by law, the University may require any employee to submit to a blood alcohol test administered by University-designated laboratories or physicians. If the test indicates that the employee has a blood alcohol level of .05 or higher, the employee will be deemed to be under the influence⁸. Refusal to consent to an alcohol test will result in disciplinary actions. A written admission of being under the influence of alcohol⁸ may be allowed in lieu of testing.

ii. Charges

The University reserves the right to discipline employees found to be in violation of this policy or in violation of applicable laws related to the possession or consumption of alcoholic beverages. Disciplinary action may include immediate termination of an employee. The selection of a disciplinary action for any particular case is at the University's sole discretion.

5. Alcohol Advertising on Campus

Retail licensees, wholesalers, and suppliers may not advertise, provide sponsorship, or promote events or activities on University premises¹ unless a primary campus sponsor is identified. The primary campus sponsor must be a University department and must require that all advertising, sponsorship, and promotional activities adhere to the following regulations.

- a.** All advertising, sponsorship, and promotional activities should be consistent with the University's philosophy of discouraging the excessive use of alcohol. Happy hours, drink specials, and other discounted drinking opportunities must not be promoted on University premises¹, and the excessive use of alcohol must not be portrayed as a community norm.
- b.** Advertising, sponsorships, and promotional activities appearing on University premises¹ must not feature demeaning, sexual, or discriminatory portrayals of individuals or groups.

IV. DEFINITIONS

¹ “**University Premises**” include all land, buildings, facilities, or other property in the possession of or owned, used, or controlled by the University, including adjacent streets, sidewalks, and Greek houses.

² “**University Funds**” include all funds controlled by, or administered by, the University of Denver. This includes, but is not limited to, base operating budget funds, endowment funds, gift funds, grant funds, investment funds, student activity fees, etc.

³ “**Student Activity Fees**” are funds collected from students as part of their cost of attendance through their student account for undergraduate or graduate student activities. These funds are allocated to undergraduate and graduate recognized student organizations to support the activities of these organizations.

⁴ “**Recognized Student Organizations**” are defined as those student-run organizations that have received University recognition, either by Undergraduate Student Government, Graduate Student Government, and/or by an official department/unit of the University of Denver.

⁵ “**Athletic Events and Ritchie Center Special Events**” are inclusive of intercollegiate and club competitions, concerts, and community and commercial events, including viewing parties organized by University departments/units.

⁶ “**External Events**” are planned, managed, and funded by an individual or organization outside the University (not funded by the University resources); event sponsor may or may not have a connection to a University academic or administrative department, student organization, employee or student. Under External Events, event logistics are managed by one designated external organization representative directly with Conference and Event Services staff.

⁷ “**Effective Consent**” means informed mutually understandable words and/or actions which indicate a willingness to participate in and/or allow a specific activity, freely and actively given by a person with the current mental capacity to make rational decisions. A person may be without such capacity due to the influence of alcohol and/or other drugs. Consent is not effective if it results from the use of physical force, threats, intimidation, or coercion. A person always retains the right to revoke consent at any point during an activity.

⁸ Individuals are considered to be “**Under the Influence of Alcohol**” if a blood alcohol test reveals a blood alcohol level of .05 or higher.

APPENDIX A

University Tailgate Policy

I. INTRODUCTION

Policy to Support Safe, Fan-Friendly Tailgating around Athletic & Special Events on the Campus of the University.

The University and its Division of Athletics and Recreation are excited to host fans for game days with the Pioneers! We hope that everyone will help us cultivate a safe and enjoyable atmosphere for fans of all ages by being mindful of these Tailgating provisions. We look forward to seeing you at a Tailgate soon. Go Pioneers!

II. POLICY OVERVIEW

Tailgating at the University was a cherished part of the Pioneers game day tradition during its football sponsorship in the 1960's. Since returning to Division I Athletics in 1998, the University has encouraged all fans to tailgate and share in the communal excitement that surrounds Pioneer sporting and special events and brings people across the University campus and the city of Denver together. This Policy is intended to help foster a safe, enjoyable environment that will enhance and promote civility, ethical conduct, good sportsmanship, and an exciting game day atmosphere amongst students and fans on University campus. The provisions herein are intended to work in conjunction with, not to contradict, other policies and procedures of the University.

This Policy may be reviewed and modified from time to time by the University. It is the responsibility of every person or group using University property on game or special event day to be familiar with and abide by the provisions herein as well as the terms of all other applicable laws, rules, and regulations. Please note that Tailgate set ups are subject to removal for violations of this Policy.

III. PROCESS OVERVIEW

A. Locations

Tailgates are welcome on University campus on game or designated special event days and fans are encouraged to responsibly enjoy the festive environment Tailgating provides. To allow for as many people as possible to Tailgate on University campus, fans are asked not to occupy more than one parking space per vehicle or Tailgate.

Parking lots and spots are designated on the University campus for sporting events and a vehicle must display a valid permit. Within these lots, designated areas are assigned for tailgating and these designations are to be followed to ensure a safe and enjoyable experience for all fans.

Parking for the general public is available and parking fees are assessed to each vehicle upon entry.

Information about general traffic patterns, transportation, parking for handicapped patrons, and parking locations for cars, buses, and other vehicles can be obtained from Parking & Mobility Services at <http://www.parking.du.edu>

B. Dates and Times

Parking lots will open 2 hours prior on all game days and fans are encouraged to begin tailgating at that time. All fans are encouraged to attend the event at the start time.

C. Tents and other Tailgating Items

To effectively accommodate the number of fans wishing to Tailgate, the University asks individuals to be cognizant of the Tents and other Tailgating items they use.

No Tent used as part of or in conjunction with a Tailgate should exceed ten feet by ten feet unless the use of such larger Tent is specifically preapproved in writing by both the Division of Athletics and Recreation and the Department of Campus Safety. Each Tent used near a grilling area shall be UL approved and have a fire resistance rating label. Such Tents used near grilling areas shall also be completely open on all sides.

Unstable structures can pose a safety threat and interfere with fans' enjoyment of the game or special event day. Therefore, all Tents and similar structures used in conjunction with or as part of a Tailgate must be adequately secured and anchored appropriately using, for example, sandbags or water barrels. Due to potential damage to underground utilities, the use of stakes is prohibited.

To allow fans to easily move throughout University campus on game or special event days, no Tent, similar structure, furniture, grill, generator, or other item used in conjunction with or as part of a Tailgate should be positioned to obstruct any sidewalks, driving lanes, traffic flow, pedestrian walkways, or disability access routes.

D. Alcohol

The University believes it is extremely important to ensure a safe, responsible, and enjoyable atmosphere on game or special event days. Additionally, the University endeavors to foster a positive relationship with our surrounding neighborhoods. In furtherance of these objectives, the University asks visitors to campus to be cognizant of and abide by all applicable laws, rules, regulations, and policies pertaining to alcohol. Among other things, the University expects fans and guests to avoid participation in or support of any circumstances involving public intoxication, disorderly conduct, and underage drinking. On game days, the University will focus its enforcement resources to prevent and deter high-risk problem behaviors.

E. Open Source Alcohol/Glass Containers

Open source alcohol such as kegs, party balls, pooling or mass purchases are not allowed and the use of glass containers is not permitted.

F. Grills

Grills are a popular item at many Tailgates and may be used during Tailgating activities on University campus, provided they are operated in a safe and responsible manner in accordance with the provisions herein.

Operators of grills are responsible for their safe operation at all times while on the campus. Grill operators should have an approved ABC fire extinguisher.

Propane gas and charcoal grills are permitted at outdoor Tailgates. Smokers and other open flame and heat-producing devices are not allowed inside buildings or parking decks.

All grills used at Tailgates on campus must have metal covers or lids.

The area within ten feet of any barbecue grill, smoker, or deep fryer shall be kept clear of all debris. Each grill operator should ensure that grass is no less than six inches from the heating surface.

Grills at Tailgates on campus may not be attached to, connected to, or positioned such that they have any contact with a vehicle while in use.

While used at any Tailgate on campus, all fires must be contained within the grill. Grills should be positioned so that flames are kept at a sufficient distance from buildings, trees, tents, HVAC intakes, fresh air intakes, vehicles, flammable or combustible liquids, and any other flammable or combustible items. Grills shall be located a minimum of 25 feet away from combustible structures and ten feet away from non-combustible structures. Grills shall also not be positioned so as to obstruct the ingress or egress from any building.

Fires in charcoal grills must be thoroughly extinguished with water before leaving the grill unattended. To properly extinguish charcoals, pour water on the coals until they are no longer hot.

Tank valves must be shut off prior to disconnecting propane cylinders from barbecue grills, smokers, or deep fryers. Propane cylinders shall be removed from all grills prior to storage.

Grills shall be fully cooled prior to storage and should be properly secured after use.

G. Propane

No propane gas canister used in conjunction with or accompanying a Tailgate may exceed an approved LP gas 20 pound tank. Due the safety risks involved with significant amounts of propane, Tailgates should not have more than one spare 20 pound tank of propane. As additional safety precautions, spare canisters should be kept at least ten feet from all grilling activities and should be kept in an upright position so that the pressure relief valve is in direct communication with the vapor space of the canister. Fans are asked to bring their propane canisters with them when they leave campus so that the canisters may be properly disposed of elsewhere.

Propane gas canisters are only permitted on ground level parking locations that have been designated by event. At no time are propane gas canisters permitted in parking structures and decks.

H. Generators

Portable electrical generators are permitted, but each generator should be equipped with a noise-reducing device (for example, a manufacturer-approved cover or muffler). Special care and consideration should be taken when handling fuel and extension cords associated with generators. Generators shall not be operated in enclosed areas, near building intake ventilation ducts, or on parking decks. Generators shall not be refueled while in operation.

I. Noise

Tailgating is an essential component of the festive, enjoyable atmosphere that draws thousands of people to home sporting and special events on University campus. Visitors to campus are encouraged to consider the content and volume of television programs and music played so they can help everyone best enjoy the lively setting of game days on campus.

J. Prohibited Items

The following items are prohibited:

1. To ensure a safe, enjoyable environment for everyone, no weapons of any kind are permitted at Tailgates on the campus.
2. The use of golf carts, mopeds, scooters, ATVs, go-carts, and other similar motorized vehicles can be a danger to pedestrians. Therefore, use of any such vehicle around any Tailgate must be specifically preapproved in writing by the Department of Campus Safety unless such use is by a University employee or agent of the University who needs to use such vehicle for work-related purposes.
3. Personal and portable restrooms are not permitted.

4. Solicitations, banners and signage for advertising purposes, and product sampling endeavors are not permitted unless written approval is provided in advance by an authorized representative of the University or Denver Sports Properties.

K. Disposal and Cleanup

Visitors to the campus are asked to help maintain and preserve the pristine nature of the grounds by being responsible on game day and cleaning up after Tailgating. Each Tailgate is expected to properly dispose of all trash and other refuse.

Each Tailgate should ensure that there is no loose trash or other refuse surrounding the Tailgate area.

The Division of Athletics and Recreation and the Office of Sustainability encourages everyone to properly dispose of Tailgate waste and, whenever possible, to reduce, reuse, and recycle. Each Tailgate should collect trash and recycling in separate bags. Recyclable items include aluminum and steel cans, plastic bottles, cardboard, and paper.

Excess liquids (such as cooking grease and unfinished beverages) shall not be poured down storm water drains. Cooking grease should also not be disposed of in dumpsters.

All Grill Content and other waste must be disposed of in an appropriate manner in University provided barrels. Tailgaters shall not put Grill Content in any trash receptacle, grass, shrubs, parking lot, bin, dumpster, or storm drain. Abidance by these provisions reduces the risk of fire, injury, vehicle damage, grounds damage, and the possibility of sediments causing a negative environmental impact by entering the water drainage system.

L. Commercial Sales Policy and Donations

Unless such sales are specifically preapproved in writing by the Division of Athletics and Recreation or unless such vendors have been officially licensed, hired, or contracted by the University, no products (including food and beverage) may be sold at Tailgates or anywhere else on campus on game or special event days.

Throughout the year, the Division of Athletics and Recreation supports specific charitable causes in a variety of ways (for example, the Miracles on Ice program to provide children from the Bridge Project access to hockey and educational programming). To facilitate an enjoyable game day environment for everyone, the University asks that visitors to campus refrain from other solicitations, distribution of information, or other promotional activities which are unaffiliated with the University.

M. Restrooms

Restrooms are available within the Daniel L. Ritchie Center for Sports and Wellness and can be accessed providing that no outside food or beverage enters the facility. Restroom locations can change on a per event basis.

N. Travel Lanes and Sidewalks

Travel lanes and sidewalks must be kept clear to allow for free, unobstructed flow of vehicles and pedestrian traffic.

O. No Smoking Policy

University campus is a smoke-free campus.

P. Damage to University Property

The University strives to maintain the beauty of campus for everyone to enjoy. Therefore, any person determined by the University to have damaged University property will be responsible for all resulting costs of maintenance and repairs deemed necessary by the University in its sole discretion. Such resulting costs may include, but shall not be limited to, expenditures necessary to repair grass or landscaped areas which may be damaged.

Q. Enforcement

Guests to campus are encouraged to be cognizant of the collective responsibility to maintain a game or special event day environment conducive to everyone's enjoyment. Responsible activities and behavior can help fulfill this objective and promote an exciting, friendly atmosphere. The Division of Athletics and Recreation and Department of Campus Safety work together and with other entities as appropriate to help address issues and foster the safe, fan-friendly, and exciting atmosphere desired for all visitors to campus.

Student tailgates require the submittal of a *Risk Management Tailgate Plan* through the Student Government Association for approval.

R. University-Sponsored Events Off-Campus with Alcohol

University-Sponsored Events held off campus include events in rented or donated facilities and at private homes.

At an external venue, it is assumed the venue employs licensed bartenders. No bartender is required at a private home. Homeowners are responsible for monitoring consumption.

Off-campus events held in a business, rented, or donated space do not require campus safety officers as they are monitored by the owners/operators of that venue or the host/hostess of the event in a private home.

An Event Registration Form is not required for University-Sponsored Events held off-campus.

IV. DEFINITIONS

1. “**Commercial Sales**” - shall include, but not be limited to, the sale of any products whatsoever by any individual or entity not a part of, approved by, or licensed by the University.
2. “**Grill Content**” - shall include items used or generated through the operations of any grill including, but not limited to: coals, ash, grease, and other residue.
3. “**Risk Management Tailgate Plan**” - references the plan that is created between the Student Government Association and related student groups for the management of the student tailgate activities in the designated parking spaces. This plan is submitted to the Division of Athletics and Recreation and the Department of Campus Safety for any student tailgate and was reviewed and approved through the Department of Enterprise Risk Management.
4. “**Tailgate**” or “**Tailgating**” - shall generally mean a festive gathering of people outdoors which typically occurs around a Vehicle or in parking lots and surrounding areas before and/or after a sporting event on the University campus.
5. “**Tent**” - shall also include any canopy or other similar structure used in conjunction with or as part of a Tailgate.
6. “**Vehicle**” - shall include, but not be limited to, any car, truck, limousine, van, mobile home/RV, and any other automobile.

