



University of Windsor

Policy on Alcohol Use

(Board of Governors-approved: August 28, 2003)

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1 Fundamentals

1.1 Philosophy

The University of Windsor is committed to fostering a campus environment in which there is an atmosphere of learning and a sense of community that promotes the adoption of health enhancing attitudes and behaviours. It recognizes that personal well being enhances academic success and may set a pattern for lifelong healthy living. With respect to alcohol, we endorse policies and programs that promote responsible choice and take into account the following:

The most effective campus initiatives for promoting low risk drinking behaviours and safe environments are those developed by stakeholders.

These initiatives encompass policies, educational programs, access to resources for those with alcohol-related problems and enforcement of sanctions.

Alcohol is a potentially addictive drug. Using alcohol safely requires an individual to have a general knowledge of its action as well as an understanding of his/her personal attitudes and reactions to its use.

The decision to consume or not consume alcohol is a personal one. However individuals are responsible for their actions while under the influence of this drug, and intoxication is not an excuse for misconduct or for infringing upon the rights of others.

Excessive alcohol use carries an increased risk of negative outcomes for both consumers and for others who come into contact with them. It is neither a safe or healthy practice and should not be implicitly or explicitly sanctioned.

The University has an obligation to ensure that: consumption of alcohol on campus is governed by the provisions of the Liquor License Act of Ontario; that all legal requirements are followed; and that best practice procedures are in place to safeguard the well being of those present at all University of Windsor sanctioned events where alcohol is served.

This policy is applicable to the entire university community.

1.2 Purpose

To provide the University of Windsor campus community with a framework within which to deal with alcohol related practices including education, management and legal liability. Through this policy the Campus Alcohol Policy Committee promotes low risk consumption as well as primary and secondary education and prevention of alcohol abuse.

1.3 Objectives

To promote low-risk drinking behaviour through educational programs, by providing a campus climate that encourages self-responsibility, and by providing access to resources for those concerned about their alcohol use.

To establish the criteria under which organizations and groups may operate under the university's liquor license.

To provide appropriate procedures and education to individuals or groups wishing to hold events on campus or in affiliation with the university in order to ensure that all legislation pertaining to events where alcohol is being consumed is properly understood and strictly complied with. (see Appendix F)

To ensure that all service and consumption of alcohol in licensed establishments on campus conforms to the provisions of the Alcohol and Gaming Commission of Ontario and the Liquor License Act of Ontario, as well as specific pub agreements.

To ensure a balance of wet and dry facilities and programs so that all student/staff consumers and abstainers will be adequately served and protected.

To address appropriate liability issues with the aim of protecting members of the University of Windsor community from harm and the university from litigation.

To provide guidelines on alcohol related advertising on the University of Windsor campus.

2 - University of Windsor Campus Alcohol Policy Committee

2.1 Mandate

The University of Windsor Campus Alcohol Policy Committee is a committee with representation from students, staff, and faculty. Its goal is to support development of social norms and expectations in relation to alcohol use on our campus that: a) promote low risk consumption; b) reduce the negative outcomes of excessive use and c) provide advice and support to groups dealing with alcohol-related issues.

The Committee is responsible for:

- the development of campus policies on alcohol and other substances;
- ensuring the development and implementation of campus educational programs for alcohol and other substances (**Appendix F**);
- ensuring that help for those concerned about their alcohol or substance use is available;
- collecting data and evaluating the effectiveness of policies and educational activities;
- ensuring campus-wide awareness of the Campus Alcohol Policy; and
- reviewing, on an annual basis, the Campus Alcohol Policy.

The Committee reports annually to the Senate Student Caucus and to the Board of Governors, through the President.

The administration of this policy shall be the responsibility of the Vice-Provost Students.

2.2 Committee Membership

Vice-Provost Students
Director Student Development and Support
Director of Health Services

Health Educator
Department Head Residence Life
Director Student Counselling Centre
Director Campus Police
Catering Manager B Food, Housing and Conference Services
Athletics and Recreation Services Representative
University of Windsor Student Alliance Representative
Organization of Part-Time University Students Representative
Graduate Student Society Representative
CEASE (Committee to End the Abuse of Substances in Essex
County) Community Representative
FOCUS Community Representative

3 - Management of Alcohol on Campus

The following general principles govern the management of alcohol on campus:

- This policy covers all use of alcohol on campus including students, staff, faculty, conferees, department functions etc.;
- All consumption of alcohol is governed by the Ontario Liquor License Act;
- No marketing practices may encourage increased consumption (e.g. oversized drinks, double shots, drinking contests, volume discounts, reduced drink prices, free drink tickets);
- Alcohol may not be served in public places without a license or special permit;
- Pub managers, special events sponsors, and residence event sponsors are required to document and report all university sponsored incidents to the Campus Alcohol Policy Committee, through the Director of Student Development and Support;
- The consequences of failing to comply with this policy, with the Liquor License Act or with other related legislation are outlined under the Enforcement/Sanctions section of the policy;
- Alcohol may not be used as a prize, a perk, an incentive or for the personal gain of any event organizers.

The service, sale, possession and consumption of alcoholic beverages on campus are limited to the locations designated in these guidelines.

- On-campus licensed locations (Thirsty Scholar, Grad House): well managed facilities on campus are likely to provide a safer environment than off-campus facilities, as well as offering opportunities to encourage responsible choices regarding alcohol use
- University of Windsor residences - subject to Residence Alcohol Policy and Procedures (**Appendix B**)
- University of Windsor Faculty Club
- Participants in Athletics/Recreational Services Programs B subject to Athletics and Recreation Services Alcohol Policy (**Appendix C**)
- Special Event occasions in various locations on campus where services are provided by Catering and Conference Services under the University of Windsor license holder. The location must meet the standards set out in the Liquor License Act.

3.1 Under-age students in licensed facilities/at licensed events

The Liquor License Act allows persons under the age of 19 to be present in licensed facilities although the license holder may elect to restrict entry to those of legal drinking age. University of Windsor policy allows for underage attendance in licensed facilities **with the express permission of the license holder**. Adherence to specific policy at the Thirsty Scholar is required for all underage students.

3.2 Best Practices

It is incumbent upon the organizer of any event at which alcohol is served to follow best practice

procedures in order to mitigate risks with respect to service and consumption of alcohol. As such, organizers are required to comply with the following:

- The consumption of alcoholic beverages will not be the primary focus of the event;
- Alcohol will not be used to promote the event;
- Alternatives to alcohol must be offered;
- Service of alcoholic beverages will be managed responsibly and all staff of the licensed premises who serve alcohol will be appropriately trained (e.g. “Smart Serve”, crowd control and emergency procedures);
- Organizers are required to obtain a copy of “Events on Campus Involving Alcohol” (**Appendix A**), to be familiar with, and to follow the guidelines.

Areas licensed to serve alcoholic beverages will:

- Make current practices and procedures known to employees and patrons;
- Prepare annual reports detailing current practices and procedures and provide these to the Campus Alcohol Committee for review by February of each academic year.

3.3 - Special Events

In the case of Special Events such as large outdoor activities or concerts, the university will provide service to large groups or activities. These events may require special precautions and arrangements to be decided by the License Holder in conjunction with other relevant offices such as the Vice-Provost, Students (or designate) and the Director of Campus Police.

3.4 - Special Occasion Permits

With the approval of the license holder, application for a Special Occasion Permit may be made by organizations, departments and others affiliated with the University. It is the position of the Liquor License Board of Ontario that a license holder, particularly where a catering endorsement has been granted, should on the majority of occasions utilize their license when serving alcohol. However, where events of community significance are concerned, the University may support the application. The decision to support will reflect the size, timing and nature of the event. No person or organization may apply for a Special Occasion Permit on campus without the permission of the license holder.

Although the University may set conditions and guidelines for the sale and service of alcohol during a Special Occasion Permit event, it is the organizer who is ultimately responsible for meeting the obligations under the Act and is considered the licensee for that event.

For the benefit of all parties, special event requests and requests for permission to apply for a Special Occasion Permit should be made well in advance of the activity to allow for proper consideration, consultation and planning.

4 - Advertising and Sponsorship

Promotion of advertising that refers to alcoholic products, brewers or distillers, is restricted to items or events held in licensed areas on campus (such as the Thirsty Scholar), and in magazines or newspapers distributed on campus. Alcoholic beverages will not be provided free of charge for promotional purposes. Sponsorships by brewers, distillers or licensed premises must comply with other campus advertising policies. Sponsorship by alcohol manufacturers of safe-drinking programs is permitted, provided that the name of the safe-drinking program and its message take prominence over the name of the manufacturer.

5 - Enforcement and Sanctions

All student clubs or organizations, all residence assistants, and all servers in licensed areas on campus will be familiar with the Campus Alcohol Policy and the sanctions for non-compliance.

Violations to the Campus Alcohol Policy will be addressed through a combination of educational and punitive sanctions. Conduct which may be sanctioned includes, but is not limited to, illegal possession, use, distribution, manufacture or sale of alcohol. Sanctions range from oral or written admonition to expulsion. Sanctions imposed under this policy do not diminish or replace penalties under civil or criminal law. **(Appendix D)**

Student clubs or organizations are responsible for the organization and conduct of its club members during the events it sponsors, and shall follow the policies and guidelines of the Liquor License Act and the University of Windsor's Alcohol Policy and Guidelines. In the event of property or personal damage, restitution and/or denial of authorization for future events may be considered as part of the required sanctions.

Any individual student, student group, organization, staff member or faculty who is found to be in violation of this policy may be subject to sanctions or loss of privileges, through the appropriate procedures.

Faculty and staff seeking confidential assistance and information on alcohol services may seek assistance through the EAP program in Human Resources. Community resources for faculty or staff are listed in **Appendix E.**

Varsity athletes and students participating in Campus Recreation activities, who violate the alcohol policy, will be sanctioned in accordance with the alcohol policy developed by Athletics and Recreation Services. **(Appendix C)**

Students violating the Campus Alcohol Policy may be subject to one or more of the following sanctions:

- Warning from campus police;
- Completion of Alcohol Response-Ability Program (at their own cost);
- A fine for public drunkenness (\$120, at present);
- Completion of Alcohol Education Workshops provided through Campus Police;
- Clinical and professional consultations with the campus Medical and Health Services or the Student Counseling Centre;
- Referral to substance abuse program;
- Summary and formal procedures in accordance with Senate Bylaws. Such penalties may include reprimand, probation, suspension or expulsion.

Sanctions should be progressive, educational and individualized. These sanctions may be tailored to the severity of the behavior, circumstances, and impact on the community (harm to self, harm to others and/or property damage).

Sanctions are cumulative. Multiple offences which occur within and across departments will be considered cumulative and be sanctioned more severely (i.e. individual offences in campus licensed premises, residence halls and Athletics and Recreation Services events are cumulative). Therefore, students who have prior judicial records or have multiple violations of policies may receive more severe sanctions.

Appendix A – Sanctionable Behaviours -

Sanctionable Behaviours

- Illegal possession or consumption of alcohol
- Drunken, violent or disorderly conduct
- Damage caused to University of Windsor premises or to property of a member of the University community on the University premises
- Illegal distribution, manufacture or sale of alcohol
- Individual or organized efforts/actions to encourage or facilitate inebriation
- Individual or organized efforts/actions to place drugs in other=s drinks

Alcohol Policy Violations

May include one or more of the following, depending on the severity of the behaviour:

1st Offense

- Warning from Campus Police
- Meeting with Vice-Provost Students, or designate
- Mandatory community service
- Completion of Alcohol Response-Ability Program (at their own cost)
- Completion of Alcohol Awareness Education Workshop through Campus Police
- Fine for public drunkenness (\$120, at present)
- Clinical and professional consultations with Medical and Health Services or the Student Counselling Centre
- Referral to substance abuse program
- Summary and formal procedures in accordance with Senate bylaws

2nd Offense

- Meeting with Vice-Provost, Students or designate
- Mandatory community service
- Completion of Alcohol Awareness Education Workshop through Campus Police
- Fine for public drunkenness (\$120, at present)
- Clinical and professional consultations with Medical and Health Services or the Student Counselling Centre
- Referral to substance abuse program
- Summary and formal procedures in accordance with Senate bylaws

3rd Offense

- Clinical and professional consultations with Medical and Health Services or the Student Counselling Centre
- Referral to substance abuse program
- Summary and formal procedures in accordance with Senate bylaws

NOTE: Enforcement of the alcohol policy for University of Windsor employees rests with the Department of Human Resources and the appropriate Vice-President, or his/her designate

Appendix B – Catering Services Alcohol Policy -

The Catering Services Alcohol Policy was formulated to avoid the possibility of legal liability associated with drinking and to establish firm but sensible procedures for inhibiting risk.

It is the responsibility of the Licensee to ensure that the rules and regulations of the Liquor License Act are followed. Failure to abide with the enclosed policy by any user group may place the University's liquor license in jeopardy, may lead to associated civil liability and/or result in the termination of use of the licensed on-campus facilities.

- No alcohol may be purchased or consumed on a licensed premise except that which is provided under the terms of the license;
- Gambling, drunkenness, riotous, quarrelsome, violent or disorderly conduct is prohibited under the license;
- No person under the age of nineteen is allowed on a licensed premise and prior to serving anyone, proof must be obtained ensuring the individual is of legal age. At any time an inspector of the Liquor Board may request evidence as to the age of any person on the premise;
- No licensee, agent or employee shall request or receive material gain from any manufacturer or agent of alcohol;
- All Liquor must be served and sold under the supervision of a bartender or other authorized employee;
- No more persons than the stated capacity of a licensed premise shall be present at any one time;
- The University does not condone any event sponsored by a student group which is associated with inappropriate alcohol consumption practices including pub crawls, drinking contests, bus trips, etc.

Availability, Sale and Service of Liquor

- Alcohol may not be advertised except by referring to the event as licensed under LLBO. You may not make reference to "free booze, bash, all you can drink" or anything else that implies that there may be excessive drinking involved;
- The holder of the license may not give alcohol as a prize resulting from a draw;
- Competitions, which involve the consumption of liquor, are not permitted.

NOTE: No persons under the age of 19 will be admitted to an event at which alcoholic beverages are being served, unless a full banquet meal is being provided.

Off-Campus Events

It is recommended that student groups hold all liquor functions on campus. However, if you decide to hold a liquor event off campus:

- When applying for a special occasion permit, you may not use the UWSA, The Thirsty Scholar, or the University of Windsor's name on the application. The application must be in the name of the individual booking the event.
- Events held in a licensed off-campus facility may use the group name as long as the group ensures that the Liquor License Act is adhered to. If transportation is arranged, alcohol may not be consumed on route. Drinking games or contests are not permitted.

Campus Police and Student Patrol

In order to prevent digressions of liquor laws and to support the reasonable decorum of student social events occurring on the University of Windsor Campus, the following regulations, duties and procedures have been outlined concerning the role of Campus Police and Student Patrol Services.

Determinations with respect to security are defined by the University. Unless otherwise stated, these determinations are as follows:

Large Events (200-360 persons)

One Campus Police Officer to act as a principal agent in case of difficulties.

Three to four Student Patrol representatives.

Small Events (less than 200 persons)

Security needs will be determined according to the following criteria:

- Area, size and number of exits
- Number of individuals attending the event
- Type of event (e.g. dance or wine and cheese, meeting or movie)
- Time period (e.g. 8pm - 1am or 4 - 6pm)

Appendix C – Residence Alcohol Policy -

Alcohol may only be consumed by persons of the legal drinking age in private rooms, lounges (except Cartier's 1st floor foyer / lobby area), apartments or licensed areas and must not be taken outside such areas. Alcohol may not be consumed in stairwells, lobbies, elevators and public areas including the grounds and parking lots of the University.

The possession of beer bottles is prohibited in residence. A beer bottle is defined as a glass container to contain any alcoholic beverage considered to be "beer", "lager" or "ale". Should problems arise from the use of other glass alcohol bottles (i.e. injuries, damages) the Office of Residence Services may be forced to ban those glass containers on either a building-by-building or all buildings basis. Should a ban become necessary, it will form a part of these Understandings and Agreements.

Alcoholic beverages in glass containers designed for personal consumption (not considered to be beer bottles) are permitted in residents' private rooms only (i.e. coolers, cider bottles). Consumption in approved lounges and other licensed areas must be from sealable plastic containers.

Residents and/or their guests may not participate in room crawls or drinking games. Kegs or large volume containers (e.g. "bubbas" or "Texas Mickies") are not permitted in residence.

The Residence Alcohol Policy for events is in effect for all functions and may be obtained from the Residence Manager of the building. All parties or group activities must have the written approval of the Residence Manager.

All provincial liquor regulations will be enforced regarding the sale and consumption of alcohol including the supply and consumption of alcohol to persons under the legal age.

Appendix D – Residence Alcohol Policy Events

NATURE AND SCOPE

The purpose of this document is to address events, functions and programs within residence which involve alcohol and to address the concerns associated with the use and abuse of alcohol in residence. This document will outline the policies and/or procedures which will be used to monitor alcohol consumption in the residences for all related events, functions and programs. The Department of Residence Services encourages the responsible use of alcohol by all residence students.

A separate policy regarding alcohol consumption on a regular basis and/or by individuals is a part of the Residence Understandings and Agreements.

INTRODUCTION

The policies and regulations outlined in this document outline the responsibilities and regulations associated with the consumption of alcoholic beverages in residence halls.

For the purpose of these procedures the term alcohol is defined to include wine, beer, liquor or combinations thereof. The objectives are:

- To ensure the safety of residents, and/or their guests, in the residence halls is not jeopardized when and where alcohol is consumed.
- To ensure that public events associated with the residence halls, where alcohol is consumed, are in compliance with the regulations of the University of Windsor and the Liquor Licence Act of Ontario.
- To assist in minimizing damages associated with any public event in the Residences and if damages occur, those responsible are held liable for restitution.
- To promote responsible attitudes about the consumption of alcohol in a manner consistent with the philosophies and objectives of Residence Life and in a manner consistent with those rules and regulations outlined in the Residence Understandings and Agreements.
- To reduce the inherent liabilities to students, organizers, Residence Life Staff and the University associated with the consumption of alcohol.

THESE PROCEDURES ARE NOT OPEN TO INTERPRETATION.

RESPONSIBILITIES

1. Residents

Are responsible to conduct themselves in a manner which is consistent with the Understandings and Agreements of the residence halls. This includes but are not limited to respecting the rights of their fellow residents to study, sleep and live in a safe, clean environment, assuming responsibility for the actions of their guests and complying to the specific rules related to the consumption of alcohol in residence.

2. Residence Life Staff

Are responsible for ensuring that Alcohol Policies and Procedures are implemented and followed. In the event that an activity occurs where the procedures are not followed, it is the responsibility of the Residence Life staff to address the problem and take measures to ensure the activity ceases. In extreme cases it may be necessary to contact Campus Police.

The Residence Manager is responsible for approving all functions held in their Residence Hall, during the academic year with the exception of non-residence events held in the Leon Z. MacPherson Lounge in Alumni Hall and to ensure appropriate supervision of these events through the Resident Assistants.

The example set by the Residence Life Staff and the Windsor Inter Residence Council is very important. They must appreciate that as University employees, or representatives, they cannot participate in, or

condone reckless behaviour, breaches of the Residence Alcohol Policies, or violations of the Liquor Licence Act. While the Residence Life Staff and members of Windsor Inter Residence Council must be concerned about fostering a strong community spirit within their residence, alcohol cannot be the central focus of such efforts. The challenge for the Residence Life Staff and the Windsor Inter Residence Council is to encourage the adoption of responsible alcohol behaviour through adherence to the Alcohol Policy and to promote non alcoholic events and programming in the residence halls.

3. Event Organizer(s)

Are responsible for following ALL procedures outlined in this document including:

Submit a "Request for Residence Sponsored Event" (Appendix A), to the Residence Manager of the Residence Hall, for approval of the event seven days prior to the event. Upon approval, a copy is filed for reference by the Residence Manager and the original returned to the organizer(s).

Make all necessary arrangements to have the event properly supervised to ensure that

- admission to the event is controlled;
- in a licensed area, the provision of alcohol is within the guidelines of the Liquor Licence Act;
- residents/guests are safe from bodily harm caused by the condition of the facility or the conduct of others at the event;
- "adequate" supervision is at the event, including Campus/Off Duty Police and the Residence Manager.
- Ensure the event facility is properly cleaned at the event's conclusion, including those areas used for access. The organizer shall be responsible for any extraordinary cleanup costs.
- Respect the authority of the Residence Manager or his/her delegates within the Residence "area" or the host, if outside of the Residence "area" to ensure the event complies with operating procedures. The Residence Manager can terminate the event at any time.
- Make remuneration to the appropriate party for any damages or repairs associated with the function.
- Residence Life Staff are not permitted to drink alcohol prior to or during an event.

4. University

Will make every attempt to ensure that the Alcohol Policies and Procedures and the Liquor License Act are in effect at all times. The University will endeavour to keep the Alcohol Policies current and ensure that the policies are in the best interest of the students, the Residences and the University.

REGULATIONS AND PROCEDURES

1. Admission to an Event

The host/organizer must ensure that there is controlled access to the event through a controlled, staffed, admission area at the entrance to the facility.

If the event is in a licensed facility and alcohol is being provided the host/organizer must ensure that those entering are of legal age to consume alcohol by checking for picture I.D., age of majority card, picture driver's licence or passports are acceptable.

At all events the host/organizer must ensure that all non-residents leave identification, All Campus Card, driver's licence, etc. and are signed in by a resident of the host residence who will be responsible for the behaviour and conduct of his/her guest and will be held accountable for their actions.

Persons who are deemed to be intoxicated, by the host staff working the door, are to be denied admission.

The host/organizer shall ensure that the number of persons entering the facility does not exceed the limits set out in the guidelines.

The host/organizer and/or their staff shall request persons causing a nuisance to vacate the premises and if necessary, contact Campus Police to have them removed.

2. The Provision of Alcohol

The provision of alcohol is only allowed in areas licensed under the Liquor Licence Act, on or off- campus, where trained servers (SmartServ) are responsible for the provision of alcohol to the patrons of the event. The provision of alcohol is subject to the Liquor Licence Act and the house rules of the facility.

Alcohol cannot be provided at any event, by any means, held in non-licensed areas of the residence halls. Guests may consume beverages they supply themselves under the BYOB- general residence guidelines for the consumption of alcohol in residence halls. Large volume containers are not allowed (e.g. "bubbas" and "texas mickies").

The organizer may not set up a "bar" in any form to hold, store, refrigerate and/or distribute alcoholic beverages to or for the guests.

Organizers of an event may not offer alcohol as a gift or prize in any contest, draw, raffle, etc.

The host/organizer of any event shall not sponsor, facilitate or condone any contests or games involving the consumption of alcohol.

3. Advertising, Sponsorship and Use of the University's Name

The host/organizer of an event may advertise the event within the residence halls (with the Residence Managers prior approval of all advertising materials and restricted to the specific residence hall) under the Advertising/Posting Policy of each facility, provided that said advertisement does not promote the consumption or the availability of alcohol in any way, in association with the event.

The host/organizer may recruit sponsors for events, provided that said sponsorship does not involve the provision of alcoholic beverages in any fashion, including funds to purchase alcohol, special rates for the purchase of alcohol or the delivery of alcohol to the residents/guests of the event.

No Resident may act as an agent for a manufacturer of alcoholic beverages or for bars/pubs.

Residence Services and the University does not condone any event organized by student groups at facilities off-campus, nor the use of the name of a Residence Hall or the University of Windsor, or an implied association with either, in reserving an off-campus facility. This includes bus trips where alcohol consumption is involved.

There can be no personal profit from any event held within the Residence Hall by an individual or a group operating under the guise of a residence group.

4. General Consumption of Alcohol in Residence

As licensee for their accommodations, residents may consume alcohol within their accommodations provided said consumption or associated behaviour does not violate Residence Alcohol Policy and the Understandings and Agreements.

Alcohol may not be consumed, nor may open alcohol beverages be transported in any public area within, or surrounding the residence halls; this includes stairwells, hallways, lobbies, washrooms, study rooms, and balconies. Alcohol may be consumed in floor lounges and building common lounges/areas.

Floor parties may be held provided a majority of the floor agrees to the event. It is approved by the Residence Manager, and it is the only floor/lounge party in the Residence Hall at that time, and the number of guests is limited to the capacity of the lounge/area. The Residence Manager has the authority to restrict the event to residents only. A maximum of two wine and cheese gatherings or holiday parties may be held provided the events are limited to the participants of the floor and/or their brother/sister floor.

It is illegal to be intoxicated in a public place or common parts of a residence.

5. General Regulations and Procedures

The Residence Manager shall have final say in ensuring that an event being run by a student or staff member, in the Residence Hall, meets the requirements of the Alcohol Policy and Procedures not including any events hosted during the Conference Season or for non-residence events held in the Leon Z. MacPherson Lounge in Alumni Hall.

All arrangements for use of facilities on-campus must be made through the Office of Food and Catering Services, and the organizers must comply with the guidelines provided for use of these facilities.

SANCTIONS FOR IMPROPRIETIES

Failure to follow these procedures by the residents, organizers or Residence Life staff, necessitates the appropriate sanctions as outlined below. These sanctions will not be applied in the order listed, but rather according to the appropriateness of the sanction for the severity of the infraction.

1. During the Event

- a) Correction of the Impropriety
 - by the organizer immediately upon notification with full reimbursement by the organizer(s) for any damages.
- b) Stopping the Event
 - either temporarily until the impropriety is corrected or permanently with full reimbursement by the organizer(s) for any damages.
- c) Closing the Bar
 - under the guidelines of these procedures but allowing the event to continue with full reimbursement by the organizer(s) for any damages.
- d) Probationary Status
 - to the organizer(s) for future events they host once they have failed to follow the procedures at an event.
- e) Event Cancellation
 - of future event(s) to be held by the organizer(s) with full reimbursement by the organizer for any damages.

2. Resident(s)/Guest(s) in attendance

- a) Correction of the Impropriety
 - by the resident immediately upon notification by the host, organizer, Residence Life Staff, security or resident.
- b) Request to Exit/Arrest
 - for failure to correct the impropriety upon notification.
- c) Referral of the Incident to residence Judicial Board
 - under the Understandings and Agreements.
- d) Personal Referral to the Office of Residence Services
 - for repeat or severe infraction of the Alcohol Policy or Understandings and Agreements.
- e) Personal referral for counseling session
- f) Probationary residence status
 - at the discretion of the Office of Residence Services based on the nature of the infraction(s) and/or the recommendation of the Residence Judicial Board.
- g) Suspension from residence or termination of residence contract
 - at the discretion of the Office of Residence Services based on the nature of the infraction(s) and/or the recommendation of the Residence Judicial Board.

3. Residence Life Staff Acting as Event Organizers

- a) Disciplinary Interview

- with the Residence Manager, Department Head-Residence Life or Director of Food, Housing and Conference Services, as appropriate to ensure correction of behaviour.
- b) Probationary Status of Employment
 - at the discretion of the Residence Manager based on the nature or frequency of infractions.
- c) Dismissal from employment
 - under the guidelines of the Resident Assistant contract.

4. The Windsor Inter Residence Council Executives Acting as Event Organizers

- a) Impeachment
 - as outlined in the constitution for failure to follow University policies.
- b) Cancellation of Events
 - at the discretion of the Residence Life Office.
- c) Restriction of Funds
 - funding will be withheld for repayment of damages or other costs associated with breach of the policies.

Appendix E – Student Recreation/Athletic Alcohol Policy

PURPOSE

Student recreation participants and student-athletes are affected by alcohol use and abuse in a variety of ways. Individuals who use or abuse alcohol may suffer from a number of short and long-range medical, behavioural and social problems. In addition to affecting the health and safety of students and staff, alcohol use and abuse exacts a tremendous cost in its interference with performance.

OPERATING PRINCIPALS

The Division of Athletics and Recreational Services will not provide alcohol to student recreation participants or student-athletes at any athletic or recreation function or sponsored event. Student recreation participants and student-athletes of legal age may chose to purchase/consume alcohol in moderation at any department related functions.

The Division of Athletics and Recreational Services will prohibit any student recreation participant, student-athlete, coach or staff member from entering or using any department facilities, or sport related venues relative to their recreation or athletic teams participation while under the influence of alcohol.

The Division of Athletics and Recreational Services prohibits the consumption of alcohol on team buses, public or private vehicles. There is absolutely zero tolerance for any drivers of vehicles.

ALCOHOL RELATED INCIDENTS

Alcohol is the dominant drug of choice for student-athletes. Consumption of alcohol is illegal in Ontario by anyone under the age of 19. If a student recreation participant and/or student-athlete=s involvement with alcohol threatens the health, safety or success of fellow participants, teammates and/or the University, the Division of Athletic and Recreational Services will take action. Any time there is an allegation that a student recreation participant, student-athlete or team may be involved in an unhealthy association with alcohol he/she or they shall be subject to disciplinary action which may include suspension or dismissal from the team or the league.

ASSISTANCE

The University of Windsor Department of Athletics and Recreational Services is invested in addressing alcohol related problems by offering assistance to the student participant or student- athlete in any and all phases of the individuals problem.

Appendix F -Thirsty Scholar Alcohol Policy -

ENTRANCE POLICY -

Entry into the Thirsty Scholar is limited to:

- University of Windsor students in possession of a valid Student Card and valid proof of age
- St. Clair College students in possession of a valid Student Card and valid proof of age
- University of Windsor faculty and staff members

Patrons with valid Student Cards are permitted to sign-in at maximum of 4 guests at one time. Students under the legal drinking age cannot be signed into the establishment on Thursday evenings.

Patrons will be denied entry if they display signs of prior alcohol consumption or undesirable conduct.

MINORS POLICY

Students under the age of 19 are permitted in the Thirsty Scholar weekdays prior to 8pm.

Evenings after 8pm, students must present a valid Student Card and proof of age to enter the establishment. Students will receive a wristband before they enter, and will not be granted alcohol service.

Underage students are not permitted in the establishment on Thursday evenings.

HOUSE POLICY

Patrons will receive a wristband and a stamp before they enter depending on the age of the student and the event taking place. Without the appropriate wristband and stamp, students will not be granted alcohol service.

Smoking is prohibited in the Thirsty Scholar prior to 8pm, however, patrons are able to smoke outdoors on the patio.

Beverages cannot be taken off the premises. Patrons in possession of their own alcohol, illegal drugs, or caught vandalizing or stealing property will be ejected and may be charged.

The right to remain in the establishment will be suspended if a patron displays undesirable conduct or fails to comply with the request of a staff member.

Anyone caught violating any of the above policies will be subject to penalties as determined by the Thirsty Scholar Management and/or the University of Windsor.

Appendix G – Community Resources for Alcohol Problems

ESSEX COUNTY ADDICTION ASSESSMENT REFERRAL SERVICE

Windsor Regional Hospital
1453 Prince Road
Windsor, Ontario N9C 3Z4
Phone (519) 257-5125

DART

Drug and Alcohol Treatment Information Line
1-800-565-8600
www.dart.on.ca

Appendix H – Events Involving Alcohol/On campus Events

Events on campus which involve alcohol must be coordinated in one of the following ways:

- alcohol is provided by Catering Services under the University's Liquor License
- alcohol is provided through a Special Occasion Permit

It is the responsibility of the primary organizer to ensure that the following components are in place:

1. Event Approval and Insurance

- Application process through the UWSA Office for clubs and societies
- Application process through the Residence Life Office for RA and WIRC events
- All groups or individuals must obtain sufficient insurance coverage for each event

2. Event Admission

- Entrance to the event must be controlled through a staffed admission area at the entrance
- The primary organizer must ensure that those entering are the legal age of majority
- If the event is a split-licensed event, those who are under the legal drinking age must be properly and clearly identified
- Acceptable identification includes the BYID Card (purchased at the Liquor Store), Valid Passport, Canadian Citizenship Card, Valid Driver=s License, Canadian Armed Forces Card, Age of Majority Card

3. Liquor License Act and University Alcohol Guidelines

- No activity shall be permitted that promotes the excessive consumption of alcohol (open bars, drinking competitions, drinking games, etc.)
- Alcoholic beverages must be sold at the standard price
- Non-alcoholic beverages must be available. Water, juice, soft drinks or similar beverages must be provided at a reasonable price
- Food must be available for the duration of the event
- No extra-strong drinks, doubles, *etc.*, may be served
- Patrons must purchase "drink tickets" to obtain alcohol beverages. A maximum of four tickets should be sold to a person at one time
- Patrons may cash in unused tickets at any time during the event
- No alcohol may be brought into the event or removed from the event
- Alcohol service should end as determined by the Liquor License
- "Last call" should be announced 15 minutes prior to the end of alcohol service

4. Event Safety

The University of Windsor reserves the right to:

- Deny admittance to the event, regardless of a valid ticket, to any person believed to be under-age, intoxicated, on drugs, rowdy, or otherwise troublesome
- Request the removal of any person believed to be under-age, intoxicated, on drugs, rowdy, or otherwise troublesome
- Post signs indicating these policies at the event entrance

5. Event Staff

- All event staff including volunteers, ticket sellers and bar staff must be trained to an acceptable standard
- Staff should have experience and be able to recognize signs of intoxication
- Staff should be easily identifiable by their clothing or identification
- Door staff should be hired in a ratio of 1:20
- Event organizers should consult Campus Police to ensure sufficient Campus Police officers are present

6. Risk Management

- Event organizers should be familiar with the event facility/location, to be aware of any potential hazards or danger zones

- Event staff should be trained to monitor and assess the behaviour of others, to prevent any potential altercation that may occur
- Procedures should be put in place to ensure the safety of patrons if they become intoxicated

Any violations of the above policy will be dealt with appropriately. For individuals, this may include referral to the Vice-Provost, Students and/or Campus Police. For student organizations, this may include a refusal of authorization for future events.

OFF CAMPUS EVENTS

The University of Windsor does not condone or sanction off campus events where alcohol is the main focus such as pub-crawls or bar trips.

For any off campus event, it is the responsibility of the primary organizer to ensure that proper insurance is obtained and that the level of risk is assessed and addressed. The City of Windsor Police Department should be contacted prior to an event as well as in an emergency.