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Alcohol Policy with Important  
Information Regarding Other Drugs

**Chemical Health**

In accordance with federal legislation, known as the Drug-Free Schools and Communities Act, the University of Richmond is required to communicate the following information regarding the unlawful possession, use, or distribution of illicit drugs and alcohol to its students and employees. Although most of the policies and programs described on these pages have been in effect for some time, federal regulations stipulate that information about them must be distributed annually.

Each member of the University community is encouraged to make “risk-aware” choices regarding the consumption of alcohol or the use of other psychoactive drugs. Members of the campus community who choose to use such drugs are expected to consider the risks of harm to self, others, and the community-at-large. To mitigate the harmful behavior associated with such drugs, the University has established policies to eliminate the use of illicit drugs and to limit the consumption of alcoholic beverages on campus.

It is our individual responsibility to understand and abide by the regulations as defined by the University, the Commonwealth of Virginia, and the federal government governing the use and distribution of alcohol and other drugs. These regulations apply to all members of the University community and its guests and visitors. Persons who infringe upon the rights of others, break the law, conduct themselves in a disorderly manner, or damage university property are accountable for their actions. Such persons are subject to University disciplinary sanctions (up to and including removal from this community) and/or criminal action. Such harmful behavior is absolutely at variance with the mission of the University. Because the University of Richmond strives to achieve a healthy living and learning environment, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on the University’s property, or as a part of its activities, is prohibited.

On a less formal note, those of us involved in student development administration remain concerned about the effects of substance abuse in achieving your full potential as a University student. Though much of the following appears “legal”, it should also serve as a reminder that the abuse of drugs and alcohol is both a detriment to you as an individual and to our campus community as a whole. We hope you will take the time to read this important policy.

**Alcohol**

Alcohol is the most widely used drug among American college students, even though it is illegal for anyone under the age of 21 to purchase, possess, or consume it. Alcohol is a factor in many campus problems. Recent national campus statistics\* show that alcohol is involved in:

- approximately two-thirds of all violent behavior
- almost 90% of “acquaintance” incidents
- almost half of all physical injuries
- about one-third of all emotional difficulties among students
- just under 30% of all academic problems.

\*From “*Alcohol—Decisions on Tap*,” *American College Health Association brochure*.

**The Effects of Alcohol**

Alcohol is a depressant drug that is absorbed into the bloodstream and transmitted to all parts of the body, most significantly affecting the brain. It is classified as a psychoactive drug because of its effects on the mind and behavior.

The impact of alcohol varies among individuals, but even moderate doses of alcohol reduce physical coordination and mental alertness, making certain activities dangerous, such as driving or sexual relations, among others. Larger doses of alcohol cause staggering, slurred speech, and slowed reaction time. Even larger doses can cause mood swings, memory blackouts, unconsciousness, and even death.

Health risks involved with long-term heavy drinking include: liver damage, heart disease, circulatory problems, peptic ulcers, various forms of cancer and irreversible brain damage. Other risks associated with binge drinking, as well as long-term heavy drinking, include impairment problems such as being arrested for DUI, drinking and driving crashes, getting into fights, accidents, and academic problems.

**Individual Differences and the Effect of Alcohol**

Alcohol affects everyone differently. There are several factors that cause any two people to have a different immediate response to alcohol (or cause the same person to respond differently on two different days). Important factors in determining how alcohol might uniquely affect you include:

**Drinking Rate**

Your body is able to metabolize an average of about 1/2 ounce of alcohol per hour. There is approximately 1/2 ounce of alcohol in one twelve-ounce beer, one four-ounce glass of wine and one ounce of 100-proof distilled spirits. Sipping your drinks will allow your body the opportunity to “burn-up” the alcohol as you drink. Also, mixing distilled spirits with carbonated beverages (i.e., soda) speeds up the absorption of the alcohol. Mixing distilled spirits with food product mixers (e.g., orange juice, tomato juice) slows alcohol absorption.

**Food and Alcohol**

Drinking alcohol on a full stomach will slow absorption. Foods high in protein, such as cheese and meat, are the most effective in slowing absorption.

**Body Composition and Alcohol**

Lean mass, or muscle, contains more water than fat, and thus aids the dilution of alcohol in the body. Generally speaking, women will be affected more severely than men by the same amount of alcohol because usually their bodies are smaller and have less muscle.

**Mood/Tiredness/Environment and Alcohol**

These three factors all have an impact on how alcohol will affect you. If you are “H.A.L.T.” (hungry, angry, lonely, or tired), alcohol will affect you more than usual. Also, the environment in which you are drinking will have an effect. For instance, you are likely to be influenced to drink more and more rapidly in a loud, crowded “party” atmosphere rather than in a quiet, calm, relaxing environment.

**Other Drugs and Alcohol**

It is never a good idea to mix alcohol with any other drug, whether it’s an illegal drug, a prescription, or an over-the-counter drug. Some drugs interact with the alcohol to accelerate and perpetuate the effects of either or both drugs, occasionally to toxic levels. The combination of alcohol and barbiturates is particularly dangerous due to their interaction causing an extreme depression in the functioning of the central nervous system and other organs.

## Signs of Addiction

There are two types of alcohol problems:

1. Impairment problems (such as an arrest for DUI, car accident, etc.)
2. Health problems (such as liver cirrhosis or alcoholism)

Both types of problems can result in very serious outcomes. Many people experience severe impairment problems well before actual health problems begin to show up. Usually, both types of problems gradually become more serious as addiction worsens. Addiction itself is a gradual but progressive process. The signs of addiction to alcohol (or any other drug) include:

- Preoccupation with the drug and the securing of its supply
- Loss of control (it controls you rather than you controlling it)
- Continued use in spite of negative consequences
- Relapse (repetition of quitting and reusing)

Other warning signs of alcohol problems include blackouts or memory loss while intoxicated, academic problems, relationship problems, increased tolerance (drinking much more than before to obtain the same effects), and denial of having an alcohol problem.

## Chemical Health Guidelines

1. The use of alcohol is a personal choice.
2. Alcohol use is not essential for enjoying social events.
3. There are times when it is important for everyone to abstain from alcohol or other drug use. Examples include: when recovering from chemical dependency; when the alcohol or other drug use is illegal; when pregnant or nursing; when operating equipment — motor vehicles, motorcycles, boats, tools, firearms; when swimming, skiing, climbing or doing other physical activity; when at work or studying; when performing in athletics or fine arts; when taking certain medications.
4. Drinking that leads to impairment or intoxication is unhealthy, risky, and should be avoided and discouraged.
5. Illegal drug use has specific health, legal, and ethical risks and should be avoided and discouraged.
6. Tobacco use has significant risk and should be avoided and discouraged.
7. Medications should be used only as prescribed or according to directions.
8. The level of impairment reached after consuming alcohol is influenced by many factors. In addition to the number of drinks (defined as 12 oz. of beer, 4 oz. of wine, or 1 oz. of distilled spirits), body size, gender, age, other drugs, fatigue, illness, altitude and the presence or lack of stomach contents all present implications for impairment.
9. There are ways to minimize health and safety risks when serving alcohol. Examples include: moving focus from alcohol to friendship and conversation; offering alcohol-free drinks that are easily available; providing food; creating an environment that allows guests to feel comfortable making a personal choice about alcohol use or nonuse; assuming responsibility for helping guests who may have had too much to drink.
10. Avoid situations where someone else's alcohol, tobacco, or other drug use may put you at risk.

*\*From Health Promotion Resources*

## RISK (Reducing Impairment through Supplementing Knowledge)

Participants will attend three (3), 90-minute group sessions facilitated by a community substance abuse counselor. This course focuses on helping students understand the risks and consequences of use. The facilitator will assess student choices; explain the continuum from use, to abuse to dependence and who is at risk. Students learn about self-care, responsibility and the importance of balance in their college environment.

## Zero-One-Three (0-1-3) Guideline

Zero (0) - For some guests, it may be most appropriate that no alcohol is consumed, especially if they are:

- On medication or under a physician's care
- Under stress or are exhausted
- Pregnant or nursing
- Under the age of 21, or if their personal values would be compromised
- In recovery from alcoholism or have an alcoholic member of their immediate family
- Planning to operate a motor vehicle
- Preparing for a paper or exam.

If none of the above describes your guests, the following should be used as a guide:

One (1)- For guests consuming alcohol, no more than one drink (one drink being equivalent to a 12 oz. Beer, 4 oz. Wine, or 1 oz. Of distilled alcohol) should be consumed per hour.

Three (3) - For guests consuming alcohol, no more than three alcoholic drinks should be consumed per day and never daily (Taken from Michigan Highway Safety Department).

The use of alcohol presents risks which are different for each individual. For more information regarding low-risk choices, please contact Tracy Cassalia, Manager, Health Education & Wellness at 804-289-8464.

## ALCOHOL POLICY

Members of the campus community and campus guests who choose to consume alcoholic beverages are expected to do so responsibly and in consideration of the consequences to self, others, and the community-at-large. Every individual is expected to recognize the potential for alcohol abuse whenever alcohol is consumed, and that such abuse is absolutely at variance with the mission of the University. To mitigate abuse, the University has established policies and regulations to limit the use of alcohol and to regulate the consumption of such beverages on campus. Persons who infringe upon the rights of others, who conduct themselves in a disorderly manner, or who damage or destroy University property shall be regarded as irresponsible in their decisions, accountable for their actions, and subject to disciplinary and/or criminal action.

The regulations and practices governing the use of alcoholic beverages apply to all members of the University community, guests and visitors. The primary responsibility for knowing and abiding by the provisions of the University's alcoholic beverage policy rests with each individual.

**Alcoholic Beverage Deliveries**

Third party vendors are prohibited from delivering alcoholic beverages to the University of Richmond campus for personal consumption or for consumption at student events, for which an ABC License has not been secured.

**Regulations for individuals:**

1. The use of alcoholic beverages on the campus is expected to be in compliance with federal, state and local laws as well as University policy.
2. Virginia State Law prohibits the purchase, possession, or consumption of beer, wine, or distilled spirits by persons under 21 years of age.
3. Virginia State Law also prohibits the purchase for, or the serving of alcohol to, individuals who are not of legal age for possession or consumption.
4. Failure to comply with policies and guidelines presented in this document or violations of the law, including such activities as disruptive behavior, public intoxication, driving while intoxicated, damage to public or private property, or the use of altered or fraudulent identification cards will result in University action and/or criminal charges.
5. Any individual will be considered in possession of alcohol which may be reasonably associated with him or her. Examples of association include, but are not limited to, the following: any alcohol found within a resident's room or apartment unit will be considered to be associated with the residents of that room/unit, any alcohol being carried or transported by an individual (whether open or closed) will be considered to be associated with the individual carrying the alcohol, and any open container of alcohol resting near an individual may be considered to be in possession of the individual.
6. The possession and/or consumption of alcoholic beverages in fraternity lodges, residence hall rooms (not public areas), and University Forest Apartments, as an individual action which is not part of an organized function, is limited to individuals of legal age.
7. Students are expected to have a University of Richmond ID and another age identification document (e.g., driver's license) in their personal possession. A University official, staff member, or designee may request to see age identification from the student if it is suspected that the student is under the legal drinking age or is in the process of or has committed an alcohol policy violation.

**Regulations for organizations/departments and approved campus guests/groups:**

(Refer to Procedures and Regulations for Implementation)

1. Prior to registering an organizational/departmental event on campus where alcohol is possessed, served, or consumed, a responsible key member of the hosting organization/department must be aware and knowledgeable of organization's responsibility for compliance with the University of Richmond Alcohol Policy and Virginia ABC laws and regulations. Approved campus guests/groups are also responsible for compliance with University of Richmond Alcohol Policies and Virginia ABC laws and regulations.
2. The consumption of alcoholic beverages in a designated campus area is limited to registered functions sponsored by recognized organizations/departments of the University of Richmond or University approved guests/groups. All such events shall be closed to all but members of the University of Richmond community and their personally invited guests/groups.
3. University Forest Apartments and residence halls are not approved areas for organizational/departmental events with alcohol present.
4. All University of Richmond organizations/departments sponsoring off-campus functions at which alcoholic beverages are served are expected to regard themselves as representatives of the campus community and to respect the University's valuation of personal responsibility and accountability. Although the University cannot monitor the environment external to the University campus, student organizations/departments or individuals may be held responsible for their actions off campus.

**Approved Locations:\***

The consumption of alcoholic beverages at registered organized functions on campus is limited to the areas listed below. All other areas of the campus are considered public areas where the use of alcohol is prohibited unless the Vice President of Student Development, or his representative, grants an exception. It is the responsibility of the campus department or organization to secure this permission.

Business School Atrium*	Patio	Rooms 310, 305 and 321
Carol Weinstein International Center	Lora Robins Gallery *	UR Downtown
Deanery *	Millhiser Green*	University Club
Fraternity Lodges	Millhiser Gymnasium	Weinstein Brown Alley Room
Heilman Dinning Center	Modlin Center (both lobby & courtyard)	Weinstein Center for Recreation
Garden of the Five Lions (after 5 p.m.)	Parking Lots: B5 & B3	Westhampton Center Living Room
Gateway Village – Community room & patio	Queally Welcome Center	Whitehurst Living Room
Intramural Field	Queally Center Garden Terrace	<i>* Limited availability</i>
Jepson Alumni Center	Richmond Room	
Jepson Faculty Lounge	Robins Center Hall of Fame Room*	
Jepson Hall:	Robins Stadium	
Heilig-Meyers Lounge*	President Box and Endzone Tents	
Keller Hall Reception Room *	Science Atrium (after 5 p.m.)	
Law School:	Special Programs Building – second floor	
First Floor Study*	Tyler Haynes Commons:	
Downunder*	Alice Haynes Room	
Atrium*	The Cellar	

NOTE: All event and location reservations will be reviewed to insure that the facility, as well as type of food and beverage being served, is appropriate. In case of outdoor location, the area must be clearly defined by an existing barrier or by an approved temporary barrier.

### **Public Consumption Policy**

The laws of the Commonwealth of Virginia prohibit the consumption of alcoholic beverages, whether in primary or secondary containers, in unlicensed public areas. The University does not permit transportation of alcoholic beverages in open primary or secondary containers outside the designated areas. Therefore, use on campus is restricted to residence hall rooms (not public areas), University Forest Apartments and approved locations.

### **Registration Policy and Deadlines**

Any organization/departmental function held in a University facility at which alcoholic beverages are present or consumed must be registered at least 10 working days in advance with the Coordinator of Substance Abuse Education. Greek organizations holding events in their lodges must register events four working days in advance with the Center for Student Involvement. All other arrangements related to use of a University facility for an event must be approved 10 working days in advance by University Services, Events and Summer Conference Office in the University Facilities Building or by the Coordinator of the Jepson Alumni Center for events being held at that location. Events which utilize the University of Richmond's Dining Services ABC license must be coordinated with University Dining Services a minimum of five days prior to the scheduled event. Richmond's campus hosts thousands of events a year and anyone planning an event is advised to make both facility and catering arrangements well in advance.

### **ABC Temporary License** (see <https://www.abc.virginia.gov/licenses/get-a-license/banquet>)

Virginia State Law, and/or the University of Richmond, may require an event, at which alcohol is served, to be licensed by the Virginia Alcoholic Beverage Control Board. University Dining Services is licensed by the ABC Board for events they serve on campus and handles all legally required notification to the ABC Board. For events not served by University Dining Services, the sponsoring organizations/departments/ approved guests/groups may be required to obtain an ABC temporary license. Contact the Coordinator of Substance Abuse Education to determine if a temporary ABC License is required.

### **Procedures and Regulations for Implementation of the Alcohol Policy for Organizational/Departmental Events On-Campus**

An addendum to this policy statement provides Procedures and Regulations for the Implementation of the Alcohol Policy. This addendum speaks to faculty/staff, Greek organizations, residence life, student organizations and other related groups and activities. Substantive changes to the General Statement must be approved by the Board of Trustees.

### **Procedures and Regulations for Implementation of the Alcohol Policy for Organizational/Departmental/Approved Guest/Group Events On-Campus**

Alcohol consumption at organizational/departmental/ approved guest/group events

1. **Acknowledgment of Responsibility:** Prior to registering any organizational/ departmental event on campus where alcoholic beverages are to be present and/or served, a responsible member of the hosting organization/department must be knowledgeable about the University of Richmond Alcohol Policy and Virginia ABC laws, and is therefore held responsible for compliance with the above named policy. Approved campus guests/groups are also responsible for compliance with University of Richmond Alcohol Policies and Virginia ABC laws and regulations.
2. **Event Responsibility and Supervision:** Organizations/departments must designate a host to supervise each sponsored event. The host shall take reasonable steps to enforce and comply with local, state, and federal laws and UR regulations governing the use of alcohol.
3. The host may be required to use an approved method of legal age verification for all guests at the request of Dining Services or Student Development. All alcohol events of 100 guests or more may be required to utilize tickets, wrist bands or hand stamps to provide a method to comply with Virginia ABC guidelines as noted above.
4. **Who May Attend:** Attendance at organizational/departmental events at which alcoholic beverages are present, shall be open only to members of the UR community and their personally invited guests. The sponsoring organization/department and the attendees may be held responsible financially for damages or other problems created by their guests.
5. **Private, Closed, Open Events — Definition:**
  - a. Private—Members only.
  - b. Closed—Members and personally invited guests/groups.
  - c. Open—Open to University community and invited guests/groups.
6. **Access Control:** The sponsoring organization/department is responsible for monitoring the entrance to and exit from the event. Police personnel may be required at the direction of the Vice President for Student Development, the Chief of Police, the Director of Dining Services or their representatives.
7. **Alcohol Amount:** Sponsoring organizations/departments in planning the amount of alcohol available will take into consideration the number of legal-aged individuals attending the event.
8. **Serving Times:** The maximum serving time for any alcoholic beverage is five hours during scheduled serving times for the given date. Service of alcoholic beverages must end 30 minutes prior to the scheduled conclusion of the event, unless the service of alcohol is two hours or less (i.e., receptions). For events more than two hours in length, where a meal is not served, alcohol service must end 30 minutes prior to the scheduled conclusion of the event. Food is required at all alcohol events as noted in number 15 below.
9. **Number of hours for Open, Closed, and Private Functions:** An organization/department/ approved guests/groups may sponsor events that total no more than five hours per day where alcoholic beverages are present, served, or consumed. If an event exceeds two hours, and a meal does not follow, no alcohol can be

served during the last 30 minutes of the event schedule. Permissions must be granted for additional time or events.

10. Alcoholic Beverages Permitted at Open Events: At open campus events where individuals are in attendance who are under the legal age for possession and consumption, the only alcoholic beverages that may be present or served to individuals of legal drinking age are beer and wine. Distilled spirits will be limited to events at which those attending are 21 years of age or older (special permission for an exception may be requested through the Student Development Office).
11. Scheduling for Events: Student sponsored events where alcohol will be present, served, or consumed, normally will not be scheduled from 2:00 a.m. Sunday through 4:00 p.m. on Friday. Events will not be scheduled the day immediately prior to, or on reading days or exam days without special permission. Events with alcohol that are held on Friday and Saturday evenings must be concluded by 2:00 a.m. Requests for an event by groups wishing to use the Cellar will be reviewed on an individual basis.
12. "Bring Your Own Beer" (BYOB) events are not permitted except for at designated locations. These facilities include the University fraternity lodges. All questions regarding this policy should be addressed to the Director of the Center for Student Involvement, the Director of Dining Services or their representatives, or the Manager, Health Education & Wellness.
13. All alcoholic beverages to be consumed at University approved events must be supplied by University Dining Services or in conjunction with a University approved caterer. Virginia ABC laws prohibit the use of donated alcohol. Sponsoring organizations, departments, guests, or groups hosting an event with alcohol that is not provided by University Dining Services may be required to obtain an ABC temporary license to serve alcohol.
14. Non-alcoholic Beverages at Events: To ensure that one or more types of non-alcoholic beverages (other than water) are provided in sufficient quantity for the duration of the event/gathering if alcoholic beverages are to be present. Non-alcoholic beverages must be as visible and accessible as the alcoholic beverages which are being served. As of August 1, 2001, the University of Richmond has an exclusive beverage contract in place for carbonated beverages, juices and water. Please contact University of Richmond Dining Services regarding your beverage options.
15. Food at Events: If alcoholic beverages are to be present at an event, food is required in sufficient quantity for the duration of the event. Food items should be substantial (i.e., pizza, cheese, meats, bagels, etc.) and not just heavily salted items such as chips, nuts and pretzels. Food items are to be as visible and accessible as are the alcoholic beverages being served.

### **Advertising**

1. The advertisement for any event may not promote or mention the consumption or the availability of alcoholic beverages at that event. Publicity or advertising for approved events shall use the words, "Age ID Required." No other references to alcoholic beverages are permitted (e.g., words or terms such as golden beverage, cocktails, happy hour or pictorial characterizations).
2. The University of Richmond's name, logo, or symbols may not be used in conjunction with any brand name, logo, or other facsimiles representing a registered trademark of the beverage alcohol industry (e.g., T-shirts or posters with "Richmond, King of Schools" with Budweiser logo, or "Absolut Richmond" with Absolut Vodka logo).

### **Event Coordination**

1. Police: To maintain order for each event, an assessment of the security needs will be undertaken. This will be done by the Events Office. The University Police will decide the number of personnel, and the sponsoring organization/department or guest group will be responsible for payment of services.
2. Excessive Attendance: Public safety will take priority over all other considerations in the decision to stop or limit admission to an event. The final responsibility for this decision rests with the University Police Supervisor on duty at the event. If the event is determined to be out of control, the University Police, in consultation with the event chairperson and/or appropriate Student Development personnel, will take direct action concerning the termination of further consumption of alcoholic beverages, or the termination of the event itself.
3. Termination: Any University Police Officer has the authority to order the event terminated for the remainder of the time designated for that event if in his/her judgment, violations of the laws of the Commonwealth of Virginia or the University of Richmond Alcohol Policy are occurring. In addition, University Dining Services is responsible for maintaining compliance with all ABC laws and regulations. Failure of the host group and/or their guests to adhere to these requirements may result in the termination of all alcohol service.
4. Clean-up: University Facilities or University Dining Services will charge the sponsoring organization for clean-up if the facilities or surrounding areas are left in a state of disorder. The University will make decisions about what constitutes a state of disorder.

### **Public Consumption Policy**

The laws of the Commonwealth of Virginia prohibit the consumption of alcoholic beverages, whether in primary or secondary containers, in unlicensed public areas. The University does not permit transportation of alcoholic beverages in open primary or secondary containers outside the designated areas. Therefore, use on campus is restricted to residence hall rooms (not public areas), University Forest Apartments, Gateway Village, Atlantic and Pacific House approved locations.

### **ID Policy and Process**

Individuals who are of legal age and who possess and/or consume alcohol must be clearly identified by a wristband, hand stamp, or other type of highly visible identification approved by the Coordinator of Substance Abuse Education or Dining Services. If all individuals are 21 years of age or older, then a visible means of age identification may not be required.

It is the responsibility of the ABC licensed provider or the sponsoring department/ organization/approved guest/group to check a valid personal identification that verifies the age of the individuals entering an event. At ABC-licensed events, UR students must present their valid driver's license and, in addition, a University ID card may be

required. Non-University individuals must present proof of age identification, such as a valid photo driver's license. The University may require that the sponsoring group hire an individual to supervise or perform the identification process.

### **Beverage Service Procedures**

Alcoholic beverages must not be self-served. There must be a beverage server(s) throughout the event responsible for the dispensing of alcoholic and non-alcoholic beverages to those in attendance. Unlimited service of alcoholic beverages is not permitted.

### **Beverage servers**

Dispensing of alcoholic beverages by the beverage servers will be according to the following procedures:

1. Alcohol may not be dispensed to any individual who does not present proper age ID (e.g., wristband, stamp) for possession and consumption of alcohol.
2. Individuals may not be served more than one alcoholic beverage at a time at the Cellar or at student focused events.
3. Large containers (e.g., pitchers, buckets, jugs, etc.) will not be allowed or filled.
4. Beer served from a common container must be dispensed in no greater than 14 oz. increments. Cups used in serving beer must not exceed a total volume of 16 oz.

### **Beverage managers**

1. The University may require that trained (e.g., TIPS) beverage or bar managers be hired for events. Beverage managers will be responsible for the supervision of individuals serving beverages. They also will be responsible for seeing that beverage servers are in compliance with all laws and University policies.
2. The beverage manager as well as University Police or representatives of the Student Development Staff have the right to remove beverage servers from their duties, or remove from the event individuals who are violating alcohol regulations or procedures.

### **Beverage distribution for open events**

1. Dispensing of alcoholic beverages must be restricted to the boundaries of the facility or approved location. Example: Alice Haynes Room proper but not the hallway.
2. The University prohibits the distribution of unlimited quantities of free alcoholic beverages at events that last more than 2 hours. Use of tickets may be required at your event.
3. If alcoholic beverages are to be sold, the organization/department/approved guests/groups will control its distribution by selling tickets to be used in exchange for alcoholic beverages. Appropriate food and beverage taxes must be paid. Alcoholic beverages will be sold on a cost per beverage basis. No credit or "tabs" may be run.
4. If organizations/departments are to have individuals of non-legal age present at any event, University regulations and ABC regulations may require the organization/department to adhere to the following procedures:
  - a. An area within the approved facility must be designated an alcoholic beverage service and consumption area. This area must have some type of physical barrier at which all access and egress is controlled. This may include a partition, a roped area, a separate room, etc. Only individuals of legal age may enter this area.
  - b. Alcoholic beverages may be consumed by individuals in the controlled area only. No alcoholic beverages may leave this area. Appropriate signage should be in place.

### **Regulations for Men's and Women's Social Greek Fraternities**

In addition to University regulations, organizations must comply with federal and state laws, as well as national guidelines for their individual councils and organizations. Each Greek organization may be held accountable to one or more of the resources listed below, as well as internal policies from their national organizations.

- a. Fraternal Information and Programming Group (FIPG)
- b. Virginia State Laws/Code of Virginia

### **Education:**

The Assistant Director for the Center for Student Involvement: Greek Life conducts risk Management Education each semester for all Greek members serving their chapter in the capacity of Risk Managers or Risk Team Members. Additionally all new members of Greek organizations must attend the Risk Management training during their semester of initiation. Organizations are expected to host internal trainings for their membership each semester to provide chapter specific information and ensure that all members are aware of policies and procedures. A **copy of the policy** is available on the Center for Student Involvement's website and all members and alumni/alumnae advisors of Greek organizations are expected to review the policy regularly as they are subject to change.

### **Event Registration:**

All Greek life events must be registered through OrgSync. The **Social Event Registration Form** will be submitted electronically and the Assistant Director for the Center for Student Involvement: Greek Life (or designee) will review the information and approve the event. Each of the event type has a specific registration deadline that takes into account the event staffing needs. Depending on the location of the event, it may be necessary to schedule the event through the UR Events' office using the University's Event Management System (EMS).

### **Event Regulations:**

The University of Richmond seeks to ensure the safety and wellbeing of individuals attending Greek events. The following planning guides will regulate any university recognized Greek event.

### **General:**

**Police.** The University of Richmond Police Department shall to provide appropriate staffing to Greek events that will be able to appropriately manage guests and address emergencies or critical incidents. There are several factors that are considered by the University Police Department to determine the number of officers required. These factors are outlined in the Police Staffing Worksheet for reference.

Events may be staffed by RMC personnel at the discretion of the University Police Department in consultation with the Assistant Director for the Center for Student Involvement: Greek Life. Factors for consideration of this option will be discussed with the organization during their Pre-Event Risk Meeting.

University Police Officers shall engage and work collaboratively with Greek organization leadership to ensure a safe and positive environment for the community. Police Officers have the legal authority to enforce the laws of the Commonwealth, policies of this document and University policies. Due to the nature of the assignment University Police Officers shall walk and or bike the lodge area and minimize time spent in Patrol vehicles.

Police Officers working Greek events are primarily responsible for ensuring public safety. Additionally Police Officers may address violations of University Regulations, but those will primarily be referred to the appropriate Dean's office (Richmond and/or Westhampton College) or Center for Student Involvement for adjudication. At the end of an event, Police Officers shall remain in the event area until the premises are clear. The Risk Team is responsible for ensuring the premises of the event are vacated. The Police Officer(s) will ensure the grounds/parking lots are cleared of organization members and guests.

Police officers may access any event space (including the lodges) at any time during an event.

**Risk Teams.** Risk Teams are required for all University recognized Greek events. The number of Risk Team members will be determined by the number of attendees expected at the event, in accordance with each chapter's national risk management protocols. Risk Team members are responsible for ensuring the requirements discussed in the Greek Life Event Regulations are followed by the members and guests of the Greek organizations. All members of the Risk Team will meet with the Police Officer(s) prior to and after each event. The purpose of these meetings is to address/document any issues and ensures all members of the Risk Team are present at the start and end of the event. Risk Team Members, with the exception of the Designated Drivers, must be present 15 minutes prior to the scheduled start time of the event.

The Head Risk Team Manager will ensure the risk team members know and fulfill their responsibilities. This individual, along with the organization's President, if present, are the points of contact for the Police Officer(s) working the event and will represent the organization regarding issues and questions related to the event.

**Noise.** The City of Richmond and County of Henrico have ordinances that regulate the amount of noise permitted at all times of the day.

In Henrico County (Article III. Secs.10-58—10-66), a gathering of people cannot produce noise that is plainly audible 100 or more feet from the gathering between 11PM and 7AM. Music, during those same hours, should not be heard 50 or more feet from the sound-producing device.

In the City of Richmond (Ordinance 14-11) between 10PM and 7AM noise should not exceed 50 dBA. 50dBA is equivalent to a dishwasher in the next room.

If a noise complaint is received, the Police Officer working the event will have a patrol officer check the area of the complaint. If the complaint is validated, the Head Risk Team Manager will be notified. Additional noise complaints that are proven valid may result in the event being terminated immediately at the discretion of the Police Officer working the event.

**Event Times.** Greek events will not be longer than 4 hours without prior approval from the Assistant Director for the Center for Student Involvement: Greek Life and University Police. Alcohol service, if any, must stop 30 minutes prior to the end of the event. The music must be turned off and lights must come on 15 minutes prior to the end of the event. At the scheduled end time of the party, all organization members and guests must be off the premises. No party can have a scheduled end time after 2AM.

**Transportation.** Greek organizations are responsible to provide transportation to recognized off-campus events. The type and quantity of transportation options are dictated by the risk management regulations of each of the national organizations.

**Pre-Event Meeting and Inspection.** The Police Officer(s) will meet the Head Risk Team Manager 30 minutes prior to the scheduled start time of the event. The pair (and others if present) will walk through the facility to ensure there are no safety concerns and that the amount of alcohol present is within the limits established by policy if alcohol is being served (outlined below). The Police Officer will attend the organization's pre-event meeting, which occurs 15 minutes prior to the scheduled event start time. The Risk Team will have those 15 minutes to remedy any issues identified during the pre-event inspection. If issues cannot be remedied in the allotted time organizations will be sanctioned accordingly.

**Guest Lists.** Guest lists must be maintained at all Greek organization functions. The guest lists must be open to inspection by University administration or Police at any time during the event. Guest lists will be maintained electronically through OrgSync. With prior approval from the Assistant Director for the Center for Student Involvement: Greek Life, a paper copy can be used and will be maintained by the organization and submitted to the Assistant Director for the Center for Student Involvement: Greek Life by 10AM the next business day.

Guest lists must be maintained by the Assistant Director for the Center for Student Involvement: Greek Life for two academic years and made available, upon request, to University Police for criminal investigations.

**Alcohol and Drugs.** Kegs are prohibited during Greek events. The possession, sale, or use of illegal drugs or controlled substances while on chapter premises or at a Greek event is strictly prohibited. Liquor and glass bottles (for any type of alcohol) are not permitted on the lodge premises at any time.

All recruitment/rush/intake activities associated with any chapter will be non-alcoholic. No recruitment/rush/intake activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

No alcohol shall be present at any pledge/associate member/ new member/ novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with the "bid night," "big brother – little brother" events or activities, / "big sister – little sister" events or activities, "family" events or activities and initiation.



### **Lodge Events**

Events on New Fraternity Row and Old Fraternity Row present a unique scenario for IFC, the Center for Student Involvement, the University Department of Public Safety and other administrators to work together in order to provide a safe event for Fraternity members and guests. Due to the proximity of lodges to one another, and the regularity of events in the lodges, specific guidelines have been created to guide event organizers.

**Event Registration:** All events must be registered in OrgSync no later than the Wednesday of the week prior to the event. Each organization is allowed 1 late registration per semester.

**Alcohol.** IFC events in the lodges can have alcohol. Each lodge can pre-load no more than the pre-determined amount of cases into the lodge for each event. The number of cases allowed in each facility is based on BYOB principles of no more than 1 drink per hour per person of age during an event. The case limit will be provided to the organization during the event registration process. No additional beer shall enter the premises prior to or during the scheduled event time. At the conclusion of the event, any remaining alcohol should be secured and stay in the lodge for at least 8 hours following the scheduled end time of the party.

**Pre-event Inspection.** During the pre-event inspection, Police Officers shall be given access to any area of the lodge and surrounding grounds with the exception of the organization's ritual room. If the organization does not want to allow the Police Officer to view the ritual room, the Police Officer will provide a lock for the door, which will be removed at the end of the event.

**Parking Lot Safety.** Each lodge will be given 4 designated driver passes. Those are the only vehicles that are allowed to park in New or Old Fraternity Row during an event. All other organization members and guests must park and drop-off in other locations.

### **Off-campus Socials**

Greek organizations holding off-campus socials will follow the applicable regulations discussed in this policy; however, since events will be hosted by a third party vendor, the coordination of the actual event will be managed through collaboration between the third party vendor and the Greek organization. While off-campus establishments are accountable for the conduct of the organization, members, and guests, any incidents that bring disrepute to the organization or University may result in University sanctions and/or criminal charges.

**Event Registration:** All events must be registered in OrgSync no later than the Wednesday of the week prior to the event. Each organization is allowed 1 late registration per semester.

If a recognized University of Richmond Greek organization enters into a written agreement to host an event at an off campus location, the date, time, and location of this event must be provided to the University Police Department as a part of the event registration process in compliance with the Clery Act.

**Transportation.** Organizations providing transportation to off-campus events will:

- Make sure that the transportation company is only picking up and dropping off at approved on-campus locations.
- Have Risk Team members working the busses to ensure that the guest list is being followed and that guests that are too intoxicated are not being allowed to go to the event
- Ensure that Risk Team members will check-in with Patrol Officers when they are present
- Have Risk Team Members communicate any issues to the Assistant Director for the Center for Student Involvement: Greek Life

### **Philanthropy Events**

The intent of all philanthropic events is to raise funds and awareness about a specific cause or organization. Due to the large scale nature of these events, combined with other risk factors inclusive of outside guests, physical activity levels, collection of money and space limitations, these events have additional guidelines attached to them, in addition to following general event protocol as outlined above.

**Registration:** All philanthropy events must be registered through OrgSync at least 1 month prior to the event. Depending on the location of the event, it may be necessary to schedule the event through the UR Event's Office using the University's Event Management System (EMS). Once the Assistant Director for the Center for Student Involvement: Greek Life has approved the event, groups must schedule a pre-event meeting with the police and the Assistant Director for the Center for Student Involvement: Greek Life to assist with ensuring proper procedures are followed and safety of the attendees is considered.

**Tickets and Guest Lists:** Please note that all philanthropy events, including ticketed events must run a guest list through OrgSync. Additionally wristbands cannot be given out in advance as a ticket. All wrist-banding of guests must be done at the door of the event.

### **On-campus Events**

On-campus events follow the general event protocols unless noted below.

**Registration:** All events should be registered in OrgSync no later than 2 weeks prior to the event. Depending on the location of the event, it may be necessary to schedule the event through the UR event's office using the University's Event Management System (EMS). Once the Assistant Director for the Center for Student Involvement: Greek Life has approved the event, groups must schedule a pre-event meeting with the police and the Assistant Director for the Center for Student Involvement: Greek Life to assist with ensuring proper procedures are followed and safety of the attendees is considered.

**Tickets and Guest Lists:** Please note that all on-campus events, including ticketed events must run a guest list through OrgSync. Additionally wristbands cannot be given out in advance as a ticket. All wrist banding of guests must be done at the door of the event.

### **Notifications**

At the conclusion of a Greek event that has been monitored by the Police Department, Police Officer(s) will complete and submit a Post Greek Event Report. This document will be sent to the Assistant Director for the Center for Student Involvement: Greek Life, Richmond College Dean's Office, Westhampton College Dean's Office and University Police.

Additionally, the Head Risk Manager will submit a **Post Greek Event Report**. This document will go to the Assistant Director for the Center for Student Involvement: Greek Life.

The Assistant Director for the Center for Student Involvement: Greek Life will address any concerns identified in these documents and coordinate with the appropriate Dean's Office (Richmond College and/or Westhampton College) as necessary. The documents will be retained for reference during the annual review of this document.

## **Sanctions for Alcohol Violations at The Cellar**

### **Minor Degree**

1. Public drunkenness. Minimum of three sanctions must be issued:
  - a. Minimum of \$100 fine
  - b. Maximum of 25 community service hours
  - c. Alcohol education
  - d. Other sanction deemed appropriate

### **Intermediate Degree**

1. Misuse of University of Richmond identification. Mandatory sanctions must be issued:
  - a. Probation (length to be determined by the appropriate body)
  - b. Minimum of \$200 fine
  - c. Minimum of 50 community service hoursMinimum of one of the three sanctions must be issued:
  - d. Suspension
  - e. Alcohol education
  - f. Other sanction deemed appropriate
2. Misuse of non-University of Richmond identification. Mandatory sanctions must be issued:
  - a. Probation (length to be determined by the appropriate body)
  - b. Minimum of \$200 fine
  - c. Minimum of 50 community service hoursMinimum of one of the three sanctions must be issued:
  - d. Suspension
  - e. Alcohol education
  - f. Other sanction deemed appropriate
3. Minor in possession of an alcohol identification bracelet. Mandatory sanctions must be issued:
  - a. Probation (length to be determined by the appropriate body)
  - b. Minimum of \$200 fine
  - c. Minimum of 50 community service hoursMinimum of one of the three sanctions must be issued:
  - d. Suspension
  - e. Alcohol education
  - f. Other sanction deemed appropriate
1. Possession and/or consumption of alcohol by a University of Richmond student who is a minor. Mandatory sanctions must be issued:
  - a. Probation (length to be determined by the appropriate body)
  - b. Minimum of \$200 fine
  - c. Minimum of 50 community service hoursMinimum of one of the three sanctions must be issued:
  - d. Suspension
  - e. Alcohol education
  - f. Other sanction deemed appropriate
4. University of Richmond student providing a minor with alcohol and/or an alcohol identification bracelet. Mandatory sanctions must be issued:
  - a. Probation (length to be determined by the appropriate body)
  - b. Minimum of \$200 fine
  - c. Minimum of 50 community service hoursMinimum of one of the three sanctions must be issued:
  - d. Suspension
  - e. Alcohol education
  - f. Other sanction deemed appropriate

### **Major Degree**

1. Second offense for any violation. Mandatory sanctions must be issued:
  - a. Minimum of \$200 fine
  - b. Probation (length to be determined by the appropriate body)
  - c. Minimum of 75 community service hours
  - d. Alcohol educationMinimum of one of the three sanctions must be issued:
  - e. Suspension
  - f. Separation
  - g. Other sanction deemed appropriate

## **Procedures and Regulations for Implementation of Alcohol Policy for University Housing**

Regulations concerning consumption of alcoholic beverages by individuals in residence halls, Atlantic and Pacific Houses and University Forest Apartments

1. No individual under the age of 21 may possess or consume alcohol.
2. Individuals may consume alcoholic beverages within their residence hall room, Atlantic and Pacific Houses or apartment as an individual action (as distinguished from an organized gathering which is described below) if the individuals are 21 years of age or older.
3. Commonwealth of Virginia prohibits the consumption of alcoholic beverages in unlicensed public areas. In accordance with this law, the University prohibits the transportation and/or consumption of alcoholic beverages in open primary or secondary containers. Therefore, the use of alcohol is restricted to residence hall rooms or apartments. Other areas including lobbies, lounges, laundry rooms, bathrooms, patios, grounds, and parking lots are considered public areas.
4. The only events at which alcohol may be served are private and registered properly.
5. Residence life programming money may not be used to sponsor an event at which alcohol is being served.
6. The possession or use of common containers of alcohol including, but not limited to, kegs, 1/4 kegs, party balls is prohibited in all residential areas.
7. No individual, regardless of age, may possess or consume alcohol within any designated substance free area.

### **Enforcement of Regulations Concerning Individual Consumption of Alcoholic Beverages by Individuals in University Housing**

1. **Private Area:** If any dean's office representative, any Student Development personnel, and/or University Police Officer observes a student consuming or possessing an alcoholic beverage within the confines of a residence hall room, Atlantic and Pacific Houses or apartment (as distinguished from a gathering/event with alcohol setting which is detailed below), he or she may ask the resident for his/her UR ID card and/or driver's license to check the student's age.
2. **Public Area:** If any dean's office representative, any Student Development personnel, and/or University Police Officer observes a student consuming or possessing an alcoholic beverage in a public area (i.e., area other than a residence hall room or within an apartment or Atlantic and Pacific Houses), he or she will ask the resident for his/her UR ID card and/or driver's license to verify the student's correct name. The alcoholic beverage will be confiscated from the individual in case of a violation, such as underage possession or open containers, etc. The name and a description of the incident will be recorded on the appropriate "incident report" form and forwarded to the appropriate dean's office for action.

### **Private Events with Alcohol in Residence Hall Rooms and Atlantic and Pacific House Rooms**

1. Definition for Residence Hall Event with Alcohol: All events/gatherings in the residence halls at which 8 or more students are present and alcoholic beverages are to be consumed must be private events not open to the general University community. While individuals under the age of 21 may attend events with alcohol, they may not consume alcoholic beverages. All events must be registered with the appropriate dean's office. There must be no admission charge, donation required, charge for food or beverage, etc., at any such event.
2. Registration: Gatherings of 8 or more students in a residence hall room where alcohol is to be consumed or possessed must be registered by Friday at 12:00 noon with the Westhampton College or Richmond College Dean's Offices. All room events must be kept to 15 (12 persons or less in Atlantic and Pacific Houses) persons or less, regardless of the size of the particular room. No more than two events may occur at any one time in a particular student staff member's area of responsibility. No permission will be granted to any two adjacent rooms at any one time. (Adjacent refers to any two rooms next door to each other or rooms directly across the hall from one another. "Suites" will be considered one room and will be treated as such.) At least 50% of the occupants of a given room within a residence hall must be 21 years of age in order to register an event with alcohol.
3. The possession or use of common containers of alcohol including, but not limited to, kegs, 1/4 kegs, party balls is prohibited in all residential areas.
4. Approved Locations: The consumption of alcoholic beverages is restricted to each residence hall room. The hallways, floor lounges, or any other public areas in the residence halls may not be used as an entertainment area.
5. Dates and Times: Event permits will be granted for Fridays (4:00 p.m. - 2:00 a.m.) and Saturdays (4:00 p.m. - 2:00 a.m.) unless otherwise designated by the dean's office. An event with alcohol may not last more than four hours.
6. Amplifying Equipment\*: All stereos and other amplifying equipment must remain within the residence hall room, and may not be placed in public areas of the residence halls.

### **Private events with alcohol in University Forest Apartments and Atlantic and Pacific Houses**

1. Definition for University Forest Apartment/Atlantic and Pacific Houses Event: All events/gatherings in the University Forest Apartments at which 15 or more individuals are present and where alcoholic beverages are to be consumed must be private events not open to the general University community. While individuals under the age of 21 may attend events with alcohol, they may not consume alcoholic beverages. Registration for alcoholic beverage events must be made through OrgSync as indicated below. There must be no admission charge, donation required, charge for food or beverage, etc., at any such event.
2. Registration for a UFA unit: Gatherings of more than 15 individuals of legal age at which alcoholic beverages are to be consumed must be registered by Friday at 12:00 noon with the appropriate Area Coordinator. All apartment/Atlantic and Pacific Houses events must be kept to 50 people or less. No more than two apartments per building (block) will be permitted to have events without at least an eight-hour time lapse between the ending of one event and the beginning of another. Event permits will only be granted for Friday and Saturday. No individual unit may sponsor more than one event with alcohol each weekend. At least two residents of a UFA unit must be 21 years of age or older to register an event with alcohol.
3. Registration for the Atlantic and Pacific Houses: Fifty percent of the residents of the house must be 21 years of age to register a common area event. Two-thirds of the house must approve the event. No room events will be permitted for registration during a common area event. Residents may not consume alcohol in common

areas of the house without registering for an event. Four hosts in the house must complete the event with alcohol registration form and at least two residents must be 21 years of age. Only one house will be permitted to have an event with at least an eight-hour time lapse between the ending of one event and the beginning of another.

4. The possession or use of common containers of alcohol including, but not limited to, kegs, 1/4 kegs, party balls is prohibited in all residential areas.
5. Approved Locations: The consumption of alcoholic beverages is restricted to the interior of each building. The patio may not be used as an entertainment area. Participants at such events may not use the public front yard or rear yard, or parking lot areas.
6. Dates and Times: Event with alcohol permits will be granted during the periods, Fridays (4:00 p.m. - 2:00 a.m.) and Saturdays (4:00 p.m. - 2:00 a.m.) unless otherwise designated by the dean's office. An event with alcohol may not last more than four hours.
7. Amplifying Equipment\*: All stereos and other amplifying equipment must remain within the apartment and may not be placed in open windows, doors, or on the patio. Bands are not allowed in residential areas.

#### **Private events with alcohol in the Gateway Village**

1. Definition for Gateway Village Event: All events/gatherings in Gateway Village at which twelve (12) or more individuals are present and where alcoholic beverages are to be consumed must be private events not open to the general University community. While individuals under the age of 21 may attend events with alcohol, they may not consume alcoholic beverages. Registration for alcoholic beverage events must be made through OrgSync as indicated below. There must be no admission charge, donation required, charge for food or beverage, etc., at any such event.
2. Registration for a Gateway Village unit: Any gathering of Twelve (12) people in Gateway Village, where alcohol is to be consumed must be registered as a private event. Event registration forms must be completed and submitted before noon on the Thursday prior to the event. All events must be kept to 25 people or less. No more than 3 apartments per building will be permitted to have events without at least an eight-hour time lapse between the ending of one event and the beginning of another. Event permits will only be granted for Friday and Saturday. No individual unit may sponsor more than one event with alcohol each weekend. At least two residents of unit must be 21 years of age or older to register an event with alcohol.
3. The possession or use of common containers of alcohol including, but not limited to, kegs, 1/4 kegs, party balls is prohibited in all residential areas.
4. Approved Locations: The consumption of alcoholic beverages is restricted to the interior of each apartment unit. Alcoholic beverages are prohibited in all common areas (balconies, stairwells, and vestibules, etc.)
5. Amplifying Equipment\*: All stereos and other amplifying equipment must remain within the apartment and may not be placed in open windows, doors, or on the patio. Bands are not allowed in residential areas.
6. Dates and Times: Event permits with alcohol will be granted during the periods Fridays (4:00 p.m. - 2:00 a.m.) and Saturdays (4:00 p.m. - 2:00 a.m.) unless otherwise granted by the Dean's office. An event may not last more than four hours.

#### **GAME DAY REGISTRATION POLICY**

##### **University Forest Apartments**

- Any gathering of fifteen (15) or more people where alcohol is to be consumed must be registered as a private event. Registration for alcoholic beverage events must be made through OrgSync as indicated below.
- No apartment may sponsor events with alcohol more than once per weekend.
- No more than 50 people may be present at any event at any one time.
- At least 50% of the residents of the apartment must be 21 years of age or older to register an event with alcohol.
- Event registration before a home football game may not begin prior to four (4) hours before the official start of the game.
- All registered events before a home football game must end 30 minutes prior to the scheduled kick-off/start time.
- Only two (2) apartments per block are permitted to register for the allotted period of registration time before a home football game.
- If an apartment registers for an event before the start of a home football game, this apartment will not be permitted to register for any amount of time after the game. In essence, this period of registration will serve as the apartment's one permitted registered event per weekend as the current policy reads.
- Post-game registration/registered events cannot resume until 8 p.m. on the night of a home football game.

##### **Richmond and Westhampton College Residence Halls**

- Any gathering of eight (8) or more people where alcohol is to be consumed must be registered as a private event. Registration for alcoholic beverage events must be made through OrgSync as indicated below.
- No unit may sponsor events with alcohol more than once per weekend.
- No more than 15 people may be present at an event at any one time.
- At least 50% of the residents of the room must be 21 years of age or older to register an event with alcohol.
- Event registration before a home football game may not begin prior to four (4) hours before the official start of the game.
- All registered events before a home football game must end 30 minutes prior to the scheduled kick-off/start time.
- Only two (2) rooms are permitted to register on one hall and only 5 events will be allowed per building for the allotted period of registration time before a home football game.

- If a room registers for an event before the start of a home football game, this room will not be permitted to register for any amount of time after the game. In essence, this period of registration will serve as the room's one permitted registered event per weekend as the current policy reads.
- Post-game registration/registered events cannot resume until 8 pm on the night of a home football game.

### **Gateway Village**

- Any gathering of twelve (12) or more people in Gateway Village, where alcohol is to be consumed must be registered as a private event. Event registration forms must be completed and submitted before noon on the Thursday prior to the event.
- No apartment may sponsor events with alcohol more than once per weekend.
- No more than 25 people may be present at any event at any one time.
- At least 50% of the residents of the apartment must be 21 years of age or older to register an event with alcohol.
- Event registration before a home football game may not begin prior to four (4) hours before the official start of the game.
- All registered events before a home football game must end 30 minutes prior to the scheduled kick-off/start time.
- Only three (3) apartments per building are permitted to register for the allotted period of registration time before a home football game.
- If an apartment registers for an event before the start of a home football game, this apartment will not be permitted to register for any amount of time after the game.
- In essence, this period of registration will serve as the apartment's one permitted registered event per weekend as the current policy reads.
- Post-game registration/registered events cannot resume until 8 p.m. on the night of a home football game.

### **Host Responsibilities for Private Events with Alcohol in University Housing**

1. Hosts will be held accountable for the actions of their guests as listed below:
  - a. Ensure that the amount of alcohol present is appropriate for the number of guests. The "0-1-3" guideline should be used in calculations: Excessive amount of alcohol present at a function may result in termination of the event.
  - b. Ensure that only guests of legal age are allowed to consume alcoholic beverages. Hosts may be held accountable for serving alcohol to underage guests or if underage guests are able to secure alcoholic beverages at the events.
  - c. Ensure that all guests remain in the apartment, Atlantic and Pacific Houses or residence hall room, and that the door is kept closed. For UFA events, the host is responsible for ensuring that students do not gather on the front porch or back patio.
  - d. Ensure that one or more types of non-alcoholic beverages (other than water) are provided in sufficient quantity for the duration of the event/gathering if alcoholic beverages are to be present. Non-alcoholic beverages must be as visible and accessible as the alcoholic beverages which are being served.
  - e. Provision for food is encouraged in sufficient quantity for the duration of the event. Food should be as visible and accessible as alcoholic beverages.
  - f. The host shall reimburse the University for damage to University property resulting from the event.
  - g. The only alcoholic beverages that may be possessed, served, or consumed at registered functions are beer and wine. No distilled spirits will be allowed.
  - h. Ensure that a copy of the approved event permission form is posted on the inside of the residence hall room or apartment/Atlantic and Pacific Houses door.
2. Rights of the University: Any dean's office representatives, Student Development personnel, or University Police Officers have the authority to order an apartment, Atlantic and Pacific Houses or residence hall event terminated for the remainder of the time designated if in their judgment the laws of the Commonwealth of Virginia or the policies and/or regulations of the University have been violated.

### **Sanctions for Violation of the Regulations Concerning Consumption and/or Possession of Alcoholic Beverages in University Housing**

#### **Sanctions for Individuals**

1. All first offenses result in a minimum of being placed on disciplinary warning by the appropriate dean's office, and referral to an alcohol education program. The fines for the offenses vary as described below.
2. All second and subsequent offenses result in stricter sanctions which are to be decided upon by the appropriate dean's office in order to allow the flexibility needed in considering the particular circumstances of each individual case.
3. Example of offenses and sanctions: Student uses or is found in possession of a fraudulent or altered identification card: First offense carries a \$100.00 fine, at least being placed on conduct probation.
 

a. Other Offenses	Fine
Underage student found consuming and/or possessing alcohol within a residence hall room or apartment:	\$50.00
Student of legal age found consuming and/or possessing alcohol in a public area:	\$50.00
Student under the legal age found consuming and/or possessing alcohol in a public area:	\$100.00
b. Sanctions for Private Event with Alcohol Violations	
i. First violation of event regulations results in a loss of event privileges for six months for all residents of the apartment, minimally being placed on disciplinary warning, referral to an alcohol education program and a possible fine.	

- ii. Subsequent violations will result in stricter sanctions which are left to the discretion of the appropriate dean's office. Repeated violations could result in eviction from campus.
- c. Sanctions for Noise Related Concerns
  - i. Registered Event with Alcohol:
  - ii. First Warning - Residents will be asked to reduce their noise.
  - iii. Second Warning - Continuing noise at a registered event will result in the termination of the event, citation for non-compliance, and sanctions for Private Event violations detailed above.
  - iv. Unregistered Event with Alcohol:
    1. Residents will be asked to reduce their noise and the staff member will explore the reasons for the noise. If the alcohol policy is being violated, the event will be terminated and the staff member will file an incident report.
      - a. First Offense: Disciplinary Warning, \$50.00 fine, Alcohol education, loss of event with alcohol privileges for 6 months.
      - b. Second Offense: Housing Probation, \$100.00 fine, Alcohol education, and possible eviction from University Housing.
      - c. Third Offense: Eviction from University Housing and possible Suspension from the University.
- d. Other violations and sanctions:
  - i. Offense: Students who lie about their involvement in an alcohol related incident may receive the alcohol violation sanctions and they will be referred to the judicial process.
  - ii. Offense: Students who give falsified information (i.e., false names or ID cards) may receive the alcohol violation sanctions and they will be referred to the judicial process.

## **DRUGS**

Unauthorized manufacture, distribution and possession of "controlled substances" (illegal drugs and paraphernalia) are prohibited by both state and federal law and are punishable by severe penalties. The University does not tolerate or condone such conduct. Violation of this community standard will be considered a serious offense. Student and employees who violate state or federal laws may be referred by University authorities for prosecution.

### **Policy Amendments**

These Procedures and Regulations for Implementation of the Alcohol Policy may be amended by the Vice President for Student Development. Whenever practicable, it is expected that consultation with the appropriate groups or organizations affected by this amendment would occur. *Alcohol policy revised: 7/16*

## **Virginia Laws Governing Alcohol and Other Drugs**

### **Alcohol**

The minimum legal age for the possession and consumption of alcoholic beverages in Virginia is **21**.

#### **Underage alcohol consumption/possession is a Class 1 misdemeanor**

- Mandatory driver's license suspension – 6 month minimum (1 year max.)
- Possible jail sentence: up to 1 year

#### **Drinking alcohol in a public place/Public intoxication is a Class 4 misdemeanor**

- Possible fine up to \$250
- Possible 1 day jail sentence

#### **Purchasing, Giving, Providing or Assisting in Providing Alcohol to Person under 21 is a Class 1 misdemeanor**

- Mandatory driver's license suspension -6 month minimum (1 year max.)
- Mandatory minimum \$500 fine (max. of \$2500 or 50 hours of community service)
- Possible jail sentence up to one year
- Any alcohol purchased is contraband and subject to forfeit

#### **Using a fake ID to buy alcohol**

- Mandatory driver's license suspension -6 month minimum (1 year max.)
- Mandatory minimum \$500 fine (max. of \$2500 or 50 hours of community service)
- Possible jail sentence up to one year
- Any alcohol purchased is contraband and subject to forfeit

#### **Underage Driving under the Influence**

- Zero Tolerance Laws in Virginia; drivers under the age of 21 cannot have a BAC test result of .02 or higher.
- Mandatory driver's license suspension for one year.
- Offenders do not have the option of requesting a blood test instead of a breath test for an alcohol-related offense.

#### **Driving under the Influence 21 yrs. & above**

- Drivers 21 years of age or older cannot have a BAC test result of .08 or higher.
- Conviction of a first or subsequent DUI offense may result in a mandatory driver's license suspension for one year, ignition interlock, mandatory jail time and mandatory alcohol education classes
- Implied consent laws require a driver who is suspected of DUI to submit to chemical testing (breath, blood, or urine). Refusal to submit to such tests carries a penalty of up to one year's suspension of the driver's license.

**Possess, sell, buy or use Powdered or crystalline alcohol while under 21 years of age**

- Powdered or crystalline alcohol are included in the definition of alcoholic beverages.
- Law prohibits powdered or crystalline alcohol substances to be sold in or shipped into the Commonwealth
- Purchase, possession, offering for sale or use, selling or using powdered or crystalline alcohol is a Class 1 misdemeanor
- **Mandatory** driver's license suspension for 1 year
- **Mandatory** minimum \$500 fine (max. of \$2,500) **or** 50 hours of community service
- Possible jail sentence: Up to 1 year

**Safe reporting of overdoses.**

- "Overdose" means a life-threatening condition resulting from the consumption or use of a controlled substance, alcohol, or any combination of substances.
- PROVIDES: Affirmative defense to prosecution of an individual for the unlawful purchase, possession, or consumption of alcohol, public intoxication, or possession of marijuana, a controlled substance or controlled paraphernalia **IF**:
- In good faith, you seek emergency medical attention for yourself or another by reporting the overdose to 911, law enforcement or medical personnel
- Remain at the scene of the overdose until a law-enforcement officer responds
- Identify yourself to the law-enforcement officer
- If requested, substantially cooperate in any investigation of any criminal offense reasonably related to the alcohol or controlled substance(s) that resulted in the overdose; **AND**
- The evidence for the prosecution of an offense was obtained as a result of the individual seeking or obtaining emergency medical attention.

**Drugs**

**Marijuana**

Possession

- Misdemeanor-jail for up to 30 days and/fine up to \$500

Sale/Distribution

- Less than ½ ounce: Class 1 Misdemeanor – 12 months in jail plus \$1000 fine.
- More than ½ ounce, less than 5 lbs.: Class 5 Felony – not less than 1 year in prison plus \$1000 fine.
- More than 5 lbs.: Felony – 5-30 years

**Other Drugs**

Possession

- Schedule I or II Drugs – Felony- imprisonment from 1 to 10 years or jail for up to 12 months and a fine of up to \$2,500.
- Schedule III Drugs – Misdemeanor – jail for up to 12 months and a fine up to \$2500
- Schedule IV Drugs – Misdemeanor – jail for up to 6 months and a fine up to \$1000
- Schedule V Drugs – Misdemeanor – fine up to \$500
- Schedule VI Drugs – Misdemeanor – fine up to \$250

Sale/Distribution – Schedule I or II Drugs

- Felony – imprisonment from 5 to 40 years and a fine up to \$100,000

Sale/Distribution – Schedule III –V Drugs

- Misdemeanor – Fine up to \$2500

**Resources**

Is there anybody out there? YES! There are many resources on and off campus which can provide accurate information about substance abuse issues. A variety of services are available, from hotlines to personal counseling. If you need help or would just like some information . . . JUST ASK!

**To register an event with alcohol for WC/RC Res. Halls, Gateway Village, and UFA, use this form:**

<https://orgsync.com/56416/forms/79827>

**Contact Information:**

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