



POLICIES and PROCEDURES

Responsible Unit	Student Affairs
Policy Number	A-6
Date Last Updated	01 January 1999
Approving Sector Head	Vice-President, Student Affairs
Policy	ALCOHOL CONSUMPTION IN UNIVERSITY FACILITIES

In order to avoid confusion at social events held in any of the facilities of Acadia University involving the consumption of alcohol, the regulations of the Nova Scotia Liquor License Board and the University follow:

1. Authority to Serve Alcohol

- (a) Alcohol may be served by the Acadia Students' Union Liquor Services staff in the following areas:
 - All licensed areas in the Students' Union Building
 - By special permission in all licensed areas for student events which are sponsored by the Students' Union
- (b) Alcohol may be served in the University Club by a designated employee of the University Club
- (c) Alcohol may be served in all other licensed areas by designated employees of Sodexo Corporation only.
- (d) Individuals are not legally permitted to bring their own alcoholic beverages to a licensed event.
- (e) All specific liquor licenses are issued by authority of the Provost who is the legal holder of the University's Special Premises License.

2. Use of Alcohol in University Residences

- (a) Students who are 19 years of age or over may consume alcohol in residence bedrooms.
- (b) The use of alcohol in any other residence area or at any residence social event is governed by:
 - Individual house liquor regulations
 - Residence party policies and proceduresThese policies are amended from time to time and enforced by Campus Programs.

(c) Areas covered under the Special Premises License issued to Acadia University:

Building	Area
Cutten House	Special Dining Room Main Floor Foyer
Denton Hall	Backstage Area Theatre Area
War Memorial Gymnasium	Main Gymnasium Auxiliary Gymnasium Old Gymnasium Concourse Multipurpose Room
Huggins Science Hall	School of Nutrition & Dietetics, Room 422 (once per week as part of the Food Science Program) Upper Foyer (first floor) Lower Foyer (basement floor) Department of Mathematics & Statistics
Arena Complex	Multipurpose Rooms 3122-3130 Ice surface Arena Lobby Area Cement Patio adjacent to the Arena
McConnell Hall	Main Dining Room
University Club	First Floor Upstairs Games Room
Wheelock Hall	Main Dining Room Lounge Small Dining Room
Beveridge Arts Centre	Second Floor Lounge (229) Third Floor Lounge (325) Fourth Floor Lounge (424) North and South Foyers Art Gallery
Students Centre	MacKeen Room Swinging Axe Lounge Audio Visual Room (508-509) Cafeteria/Meal Hours Noon and Evening Michener Lounge Room 302

Liquor is not permitted to be sold under the auspices of the University's Special Premise Liquor License in areas other than ones listed above and on Sundays, Good Friday, Christmas Day or any other day so designated by the Nova Scotia Liquor License Board.

3. Alcohol Use Policy in Academic and Service Buildings

- (a) Storage of large quantities of alcohol in academic and service buildings undermines the security of these facilities and is, therefore, not permitted.
- (b) Whenever there is an event involving the use of beverage alcohol in an academic or service building, the Safety & Security Department should always be notified in advance. The only exceptions are events described under item (c) below.
- (c) The informal office gatherings that take place at various times such as Christmas and that involve the use of beverage alcohol will not be regulated beyond the basic legal requirements on the assumption that they will be appropriately supervised by a Dean, Director, Department Head, or Faculty member.
- (d) Beverage alcohol may be served at organized events in academic and service buildings under the following conditions:
 - Licensed events will take place in licensed areas only
 - Organizers of events will be reminded that they have an option to book a room in the Students' Union Building, University Club or Wheelock Lounge.
 - If the organizers of the event choose to have a function in an academic building, then all service must be provided by Sodexo. There are certain very specific kinds of exceptions that can be made to this particular rule. Information on exceptions can be obtained from the Hospitality & Events, or the Provost.
 - Sodexo will run all such events on a break-even basis, i.e., the organization will be required to pay for the full cost of Sodexo's services.
 - Sodexo will only provide its services on a first-come, first-serve basis, i.e., the Food Services Director determines that the food services staff has reached its limit in terms of service that can be provided; no further functions will be catered in this manner.
 - All events must be booked through the Special Events Coordinator a minimum of seven (7) days in advance of the event.
 - In addition to other costs, organizers of events will be required to pay any resulting clean-up costs.
 - All events described in Item C4 are expected to conform with Items 3(a) and (b), in addition to 3(d).

4. Procedures for Booking Licensed Events

In order to make arrangements for a licensed event, please contact the appropriate person at least seven (7) working days in advance of the proposed event from the following:

- (a) University Club Manager
- (b) Students' Union Building (for any Students' Union sponsored event)
- (c) Hospitality & Events

In order to request exceptions, i.e., an event on a Sunday or in a location not specified on the license, event organizers are required to contact one of the three individuals listed above at least fifteen (15) working days in advance of the proposed event.

5. University policy permits the service of alcohol on a Sunday only in conjunction with a banquet or dinner. This means that alcohol service would be permitted with the dinner itself and a pre-dinner or post-dinner bar would be permitted. (Please remember that

these are only permitted if prior approval is also given by the Nova Scotia Liquor License Board.)

6. University policy permits licensed events on Saturday nights only during examination periods.

7. General Responsibility for the Service of Alcohol

For any event at the University, formal or informal, anyone who serves alcohol to a person under the age of nineteen or to a person who is or appears to be intoxicated is in the violation of the law and could expose his/herself to prosecution and could also expose the University to a lawsuit and/or loss of its Special Premise