

SEWANEE

THE UNIVERSITY OF THE SOUTH

STATEMENT OF POLICY ON SOCIAL HOST RESPONSIBILITY

The University of the South supports practices that emphasize a host's responsibility to plan social gatherings in a way that provides a safe setting for an event and makes a conscientious effort to uphold the alcoholic beverage laws of the State of Tennessee and the policies of the University. Furthermore, hosts, whether individuals or organizations, are held responsible for taking measures to discourage alcohol abuse at their social functions. Finally, hosts should plan social functions in a manner that takes into account concern for the maintenance of proper decorum at the event and consideration for the community in the vicinity of the event.

The Deans of Students have formulated a set of guidelines that are intended to help hosts understand more specifically what their responsibilities are. While the University will provide advice and other forms of assistance to undergraduate hosts of parties, the responsibility for providing an appropriate and safe atmosphere for parties falls on the person(s) sponsoring the event. Therefore, it should be noted that the guidelines listed below are intended to benefit the host and should be incorporated into party plans in the spirit of host responsibility and not simply followed in order to comply with the letter of the law. Accordingly, hosts may wish to complement these guidelines by adding other measures for protecting the safety of their guests.

RULES AND GUIDELINES FOR SOCIAL HOSTS

General Guidelines

Fraternities and sororities, as well as other social groups and individual hosts, are responsible for upholding state law and University policy and for establishing a reasonable, safe, and non-abusive atmosphere for party settings.

All student events where alcohol will be present must be registered by the host with the Associate Dean of Students. Events are registered using the registration web form found at the following address:

http://www2.sewanee.edu/studentlife/greek/event_registration.

In addition, any individual or group hosting a party on campus at which alcoholic beverages may be present must complete and have approved a party registration form found at the web address noted above. The Event Registration web form includes information about the place, time, type of event (BYOB, BYO, Dry), persons responsible, type of entertainment, and size of crowd expected (which should not exceed the reasonable limits for the space). Please see the web form for other important information about the timing involved in scheduling and requesting approval for events.

It is an accepted tradition at Sewanee (but not policy) that most social functions of the College are “open” to students, guests of students, faculty, and staff. Students are responsible for any guests whom they invite to or permit to attend these functions. However, not all functions must be “open”: formals, special dinners, BYO events, and other events an organization hosts to celebrate itself can and should be closed affairs. (Organizations should not be expected to open catered dinner parties to the entire campus, for example.) Students should be encouraged to follow the basic social principle that if one is not invited to a private party, one should not attend.

The social host individual or organization must never sell alcoholic beverages.

Common sources of alcohol are generally not permitted at events sponsored by undergraduate students or undergraduate student organizations at Sewanee. “Common sources” include, but are not limited to, kegs, bulk quantities of canned or bottled beer (greater than 6), bulk quantities of wine, bulk quantities of hard liquor and bulk quantities of alcoholic punch. Exceptions to the “no common sources” policy may be considered on an individual basis. (See “Additional Notes below.”)

Types of Events (BYOB and BYO)

It is strongly recommended that beer be the only alcoholic beverage brought to a “bring your own beverage” event. Guests should not be allowed to bring more than one six pack of beer per person for a party of three or more hours. For parties of less duration the formula of two beers per person of legal drinking age (21) per hour should establish the maximum allowed. (If an individual brings liquor or wine to a BYOB (beer only) event he/she will be given the choice of leaving the event immediately with his/her alcohol OR relinquishing the liquor or wine to the social host or University police officer.)

If the social host decides to allow guests to bring other types of alcoholic beverages (for example: liquor or wine) the host must register the event as a BYO event, which includes additional expectations. (See BYO Event Expectations)

Expectations for Food and Non-Alcoholic Beverages

At all parties where alcohol is present, a comparable supply of non-alcoholic beverages and food must be furnished which is openly displayed and readily available, spending no less than \$1 per person on food and \$0.50 per person on non-alcoholic beverages. BYO events have a \$5 per person minimum.

Safe and Reasonable Environment

Social hosts are responsible for identifying a safe-ride plan for all events where alcohol is permitted. Typically, BACCHUS will be available for evening-weekend events; however, at those times when BACCHUS is not available a safe ride plan must be noted on the Event Registration web form.

Glass bottles are not permitted at fraternity and sorority parties or at other social events unless it is a registered BYO party where liquor and wine bottles are permissible. At such

parties, the bottles must be immediately checked in with a bartender upon arrival at the party or event.

No outside cups or secondary containers are allowed at parties and drinking contests are prohibited.

Host and Event Staff Responsibilities

A group of trained and responsible representatives of the host must agree to monitor the party. Trained monitors should be provided at the rate of 4 for the first 100 guests and 1 more for each additional 50 guests; these monitors should circulate among the guests during the event. Monitors should make reasonable efforts to encourage moderation by their example and by confrontation when necessary. They should make reasonable efforts to see that inebriated persons do not consume additional alcohol and are not allowed to drive. Monitors must be assigned on the Event Registration web form; it is the responsibility of the registering host to ensure that Monitors have read and understand the Rules and Guidelines for Social Hosts. Monitors must be full members of the host organization (no Greek pledges may be assigned to monitor an event). It is the responsibility of the host and the monitors to assure that the general atmosphere of the party does not become abusive.

The host must designate a single door for initial entry into the party. At this door identification will be checked and stamps will be issued to those of legal age. Monitors should be attentive to all other doors to allow people in with alcoholic beverages only if those individuals have been stamped previously. Individuals checking identification and issuing an appropriate and unique mark (for example: stamp, unique symbol, wristband, etc.) must be full members of the host organization (no Greek pledges may be assigned to check identification). Individuals checking IDs must be assigned on the Event Registration web form; it is the responsibility of the registering host to ensure that ID Checkers have read and understand the Rules and Guidelines for Social Hosts.

The following types of events require one University police officer for every 100 guests (charged at the rate of \$30 per hour per officer):

- Events with live entertainment (bands, DJs),
- “Themed” events,
- Events advertised to the campus and/or community,
- BYO Events (that permit guests to bring any beverage with an alcohol content greater than 7%.)

Advertising Events

No advertisement for a party may mention alcohol except as directed below. Posters may provide the following information in small print on the side:

“Persons of legal age may BYOB–Beer only,” indicating that beer may be brought to the party by guests.

BYO Events must be closed events and therefore cannot be advertised.

Noise, Clean Up and Sustainability

Students *must* exercise proper restraint in order to keep noise at a reasonable level during social events. To avoid disrupting University academic life and to avoid imposing hardships on members of the community, the following regulations must be observed:

- a) No bands or other amplified music are permitted while classes or labs are in session.

- b) No amplified music whether live or recorded may be situated outside the building where the party is taking place. Speakers for amplified music should be inside the room or building in question, not aimed out windows or doors, nor set on a porch or balcony. In certain locations and at certain times, outdoor entertainment may be appropriate. Arrange exceptions with the Associate Dean of Students.

- c) No loud music or large band parties are allowed from Sunday through Thursday nights. Loud music or an unacceptable level of noise is that which can be heard beyond the *immediate* premises. On rare occasions when permission is given for parties on Thursday nights, the party and its accompanying noise must conclude no later than 11:00 p.m.

- d) Bands, amplified music, and any other loud party music should stop at 1:00 a.m. on weekends, and guests are required to leave by 2:00 a.m. On rare occasions, exceptions can be made; arrange with the Associate Dean of Students. Failure to “close” a party at the designated time and violations of the restrictions on noise during nights before schooldays are punishable by the schedule of fines outlined below.

- e) Parties and accompanying loud music must be avoided on nights preceding vacation days which are work and schooldays for other members of the community.

It is the responsibility of the social host to ensure proper clean up by 7:00 a.m. in the area around a building where a party is held.

All hosts should make a good faith effort to ensure that aluminum cans left at the party are recycled.

BYO EVENT EXPECTATIONS

Definition

BYO parties must be designated as closed social events for a specified group of students and their dates and/or parents and/or alumni. Typical events include formals, dinners, alumni and parent receptions or other formal occasions. Typically, events are limited in duration to 2 hours. Organizations are limited to two such events per semester.

BYO Events must comply with all social host expectations in addition to the following:

Bartenders, ID Checkers, Police, and Monitors

Each hosting organization will be responsible for hiring the following:

- At least one University-approved ID checker (hired from the bartender pool) for every fifty attendees of legal drinking age.
- At least two University-approved bartender for every fifty attendees of legal drinking age. (Note: undergraduates will not be allowed to serve undergraduates.)
- At least one University police officer for every 100 guests expected.

Each person hired is expected to arrive 30 minutes before the event to assist with set-up and must stay for the duration of the event (until all the remaining alcohol is packed up and secured with the police).

In addition, the hosting organization(s) will identify an appropriate number of student “party monitors” who will agree to remain responsible and assist with the management of the event. There must be a minimum of four monitors at each event and one additional monitor for every 50 attendees for events with over 100 attendees.

The Physical Bar The bar must be a physical barrier between the students and the bartender, and no one will be allowed behind the bar but the bartender.

Food and Mixers The hosting organization must provide an adequate quantity of food and non-alcoholic beverages for the appropriate number of people attending and for the duration of the event. The host must spend a minimum of \$5 per person attending the event on food and non-alcoholic beverages.

ID Checking and BYO Process

A single point of entry must be identified where the hired ID checker(s) will screen individuals attending a BYO Event. The ID checker will appropriately and uniquely mark those of legal drinking age. The ID checker will be the only person at the event with the authority to give such a mark.

Individuals of legal drinking age are allowed to bring only one six-pack of beer or one bottle of wine or liquor, not to exceed 26 ounces. A typical bottle of wine is 25.4 ounces and a fifth of hard alcohol is 25.6 ounces. The alcohol must be taken immediately to the bartender who will label it with the appropriate person’s name.

Event Staff Responsibilities

Bartenders will serve only beer, wine, mixed drinks or non-alcoholic beverages. Mixed drinks must have only one ounce of liquor per drink and shots of liquor are strictly forbidden. The organization will also provide plastic cups for all drinks, as glass containers are also not permitted.

The bartenders, party monitors, and University officer(s) will monitor the flow of people at the bar throughout the night and stop individuals who are clearly intoxicated from obtaining more alcohol. Party monitors, the ID checkers, and police will reasonably monitor that those approaching the bar or holding a drink have the appropriate mark on their hand.

At the end of the BYO event, the bartender and a designated party monitor must pack up any remaining alcohol under the supervision of the police officer; the alcohol will be delivered to the trunk of the officer's patrol car to be secured at the police department. Individuals can claim their alcohol the next business day at the police station. They must show their ID to claim their bottle; no one may pick up alcohol for any other person, and no one under 21 can pick up alcohol. Bartenders should offer police, event hosts, and the deans critical feedback on their collective efforts to create a safe environment.

Violations of BYO Policy

An organization that violates these expectations will at a minimum lose the opportunity to host future BYO events for the year in addition to other appropriate sanctions (see below.)

FINES AND PENALTIES FOR INFRACTIONS OF SOCIAL HOST RULES

1. Within a single academic year, the penalties for violation of the common source policy are as follows:

Organizations:

- First Offense: Up to \$750 fine; loss of house and/or social privileges for six weeks; notification of local and national advisors; possible further penalties.
- Second Offense: Minimum \$750 fine; loss of house and/or social privileges for a minimum of six weeks; notification of local and national advisors; possible further penalties.

Individuals:

Individuals who violate the common source policy may face penalties in addition to the fines specified above.

Individuals and organizations should also be aware of the policy against providing alcoholic beverages to minors; the fine is \$50 per offense (that is, per under-aged individual served). Any individual or organization supplying alcohol to a high school (or younger) student may immediately incur the maximum possible penalty (immediate \$750 fine, plus loss of social privileges, plus \$50 fine per under-aged individual served).

2. Violations of any other social host guideline will result in the following:

First Offense: \$100 fine

Second Offense: \$200 fine

Third Offense: \$200 fine plus loss of social privileges for a minimum of 6 weeks

Example of guidelines include but are not limited to the following: trash in any part of the yard after 7 a.m., noise violations after designated hours, unauthorized parties, failure to close a party at a designated time, ID checkers inadequately checking for identification, other party monitors failing to perform their responsibilities, and/or hiring non-certified bartenders for BYO events. Note that violations of the common source policy count toward the total—for example, an organization that has a common source violation one week will be fined as per a second violation if they have a trash violation the next week.

3. Just as individuals can work off a first offense, so too can organizations have an offense (or “strike”) removed from their record. Organizations have an opportunity to work off a non-common source violation (e.g., a trash or noise violation) **once per academic year**. Such efforts should be coordinated through the Associate Dean of Students and will necessarily involve an effort of the entire group (defined as 90% participation) to improve the quality of the greater community. Every effort will be made to have an appropriate mode of response—i.e., clearing a trash violation by means of a group clean up of a community space.

Additional Notes:

- Exceptions to the “no common sources” policy are only considered by the Deans of Students on an individual basis. Factors to be considered include the percentage of individuals over 21 expected at a social gathering and the nature and type of the social gathering.
- If it is discovered that a party supervisor, a party monitor or an identification checker is not taking his/her responsibility seriously, the individual(s) will lose his/her opportunity for supervision at future parties that semester and may be sent before IFC, ISC or the Discipline Committee. If it is discovered that the host organization is at fault for violation of these policies, the organization will be dealt with according to the schedule of fines and punishments.
- Parents and alumni are required to comply with University policies governing alcohol use in their hosting of social events on the domain.
- Students who are given permission to live “off-campus” (outside the residential life system) are required to sign an agreement with the University that, among other things, they will not host large parties or entertain a large number of guests. These requirements must be followed throughout the academic year, including Commencement week activities.
- The University does not register nor grant approval for off-campus parties. Individuals are urged to be mindful of state law and University regulations and must be aware that the appropriate county officers and officials will deal with violations of state law accordingly.