

**CHAPTER 3: GENERAL INSTITUTION
ADMINISTRATIVE PROCEDURE NO.: 3560**

COLLEGE OF THE SISKIYOU

Procedure Manual

Title: Alcoholic Beverages

Adoption Date: October 7, 2008

Review Date:

Revision Date: April 10, 2012; February 24, 2015; September 25, 2019

Responsible Area: Superintendent/President and Vice President of Administrative Services

Responsible Office: College Foundation and Administrative Services

Policy Reference: Business and Professions Code Sec. 24045.4, 24045.6, and 25608 and 25658; 34 Code of Federal Regulations Sec. 668.46(b)

The possession, sale or the furnishing of alcohol on campus is governed by California state law and these procedures. The possession, sale, consumption or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control. However, the enforcement of alcohol laws on-campus is the primary responsibility of the Vice President of Administrative Services. The campus has been designated “Drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Vice President of Administrative Services and law enforcement. Violators are subject to disciplinary action, criminal prosecution, fine and imprisonment.

It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. Exception to this procedure would be any program or course offered by the college which includes alcohol as a course material and with all instruction staying within legal requirements. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of this policy for anyone to consume or possess alcohol in any public or private area of campus without prior District approval. Organizations or groups violating alcohol or substance policies or laws may be subject to sanctions by the District.

Alcoholic beverages on campus are permitted if:

- The alcoholic beverage is for use in connection with a course of instruction, sponsored dinner, or meal demonstration given as part of a culinary arts program at a community college campus, and the instructor or individual has been authorized to acquire, possess, use, sell or consume it by the Superintendent/President.
- A student at least 21 years of age tastes, but does not swallow or consume, beer or wine for educational purposes as part of the instruction in an enology or brewing degree program, non-credit or community education classes. The beer or wine will remain in the control of the instructor.
- The alcoholic beverage is wine or beer that is for use during an event sponsored by the district or an organization operated for the benefit of the district in connection with the district's instructional program in viticulture, enology or brewing.
- The alcoholic beverage is possessed, consumed, or sold pursuant to a license or permit obtained for special events held at the facilities of a public community college during the special event. "Special event" means events that are held with the permission of the President/Superintendent of the college/district that are festivals, shows, private parties, concerts, theatrical productions, and other events held on the premises of the public community college and for which the principal attendees are members of the general public or invited guests and not students of the public community college.

Types of Events:

- The alcoholic beverage is for use during a college fundraiser held to benefit or in collaboration with the College Foundation who has/have obtained a license under the provisions of the California Business and Professions Code.
- The alcoholic beverage is for use during a non-college event at a facility built on district property and rented to a for profit or nonprofit entity in partnership with the College Foundation who has/have obtained a license under the provisions of the California Business and Professions Code.

Note - Any fundraising event requesting to serve alcoholic beverages on District property requires advance approval from the Superintendent/President.

When events are held on College/District property and alcoholic beverages are made available as part of the College Foundation event, the following requirements must be met by the individuals or groups sponsoring the event:

- Implement precautionary measures to insure that alcoholic beverages are not accessible or served to persons under age 21 or to persons who appear intoxicated.

- Direct access to events where alcohol is being served must be restricted to invited participants only, and event area is controlled and contained.
- Verification of insurance coverage required of non-District sponsors.
- The alcoholic beverage is acquired, possessed, or consumed pursuant to a license or permit obtained for special events held at facilities of a community college district at a time when minors (under the age of 21) are not in the area. “Facilities” include, but are not limited to, office complexes, conference centers, or retreat facilities.

Request for Events:

- The process for requesting events and utilization of District Facilities is located on the College of the Siskiyous website under Maintenance, Operations and Transportation.
- Refer to BP 6700 and AP 6700 for additional information on Civic Center and Other Facility Use.