



8.2.3 Use of Alcoholic Beverages on Campus

Chapter 8 - Health & Safety	Original Effective Date: June 2000
Section: 8.2 Alcohol, Drug and Chemical Matters	Date Last Reviewed: August 2021
Responsible Entity: Vice President for Facilities and Capital Planning	Date Last Revised: August 2021

I. Purpose

This Policy sets forth UT Health San Antonio's (University) requirements regarding the purchase, sale, and consumption of alcoholic beverages on University campuses and at University-sponsored events.

II. Scope

This Policy applies to all University-sponsored events held on property and in buildings and facilities owned or controlled by UT Health San Antonio.

III. Policy

The Regents' Rules and Regulations, Rule 80102: Alcoholic Beverages prohibits the use of alcoholic beverages on property and in buildings and facilities owned or controlled by UT Health San Antonio. However, the President may waive this prohibition with respect to any event sponsored by the University.

These regulations are in addition to all other University regulations relating to the use of University facilities as described in the Institutional Handbook of Operating Policies (IHOP), [Section 9.1 University Facilities](#).

A. Requirements

1. An event is considered "sponsored" if a budgeted office or department of the University is responsible for organizing the event, inviting attendees, and paying expenses related to the event, including the purchase of food and beverages.
2. Meetings or events organized and presented by registered faculty, staff or student organizations are not considered events sponsored by the University.
3. State law relating to alcoholic beverages will be strictly enforced at all times on property and buildings and facilities owned or controlled by UT Health San Antonio.

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4. All non-student requests are to be made using the [Request for Alcoholic Beverages on Campus form](#). The form must be completed and submitted through the Chair or Director of the requesting sponsoring unit to the appropriate Executive Committee member (Dean or Vice President) at least ten (10) working days prior to the event. The Executive Committee Member will review the form and make a recommendation to the President as to whether or not the request should be approved.
 5. Student group requests are to be made using the [Request for Alcoholic Beverages on Campus for Student Organizations](#) form. This form must be completed and submitted through the Office of Student Life.
 6. All Request for Alcoholic Beverages on Campus forms must also be submitted to University Police at least five (5) working days prior to the event. The Request for Alcoholic Beverages on Campus form is to be attached to an online [Special Event Police Support form](#). University Police will determine if security personnel will be required. If police personnel are required for the event, the sponsoring department or organization will be assessed fees to pay the personnel.
- B. In addition to the Regents' Rules and Regulations, requests must meet the following criteria:
1. The event must have a purpose clearly related to the mission of the University.
 2. A University department must sponsor the event and a departmental representative must be present at the event.
 3. No alcoholic beverages will be served from 8am to 5pm on working days.
 4. No request by a student group will be approved unless all members of the group are of legal age to consume alcoholic beverages.
 5. All expenses related to the event including the purchase of the alcoholic beverages must be charged to an account of the sponsoring department.
 6. State laws and regulations relating to the use, sale, or consumption of alcoholic beverages will be strictly observed.

IV. Definitions

There are no defined terms used in this Policy.

V. Related References

Regents' Rules and Regulations
[Rule 80102: Alcoholic Beverages](#)

Institutional Handbook of Operating Policies (HOP)
[IHOP, Section 9.1 University Facilities](#)

VI. Review and Approval History

- A. The approving authority of this policy is the University Executive Committee.
- B. The review frequency cycle is set for three years following the last review date, a time period that is not mandated by regulatory, accreditation, or other authority.

Effective Date	Action Taken	Approved By	Date Approved
06/2000	Policy Origination		
01/2019	Policy Revision		
06/2021	Policy Revision/discretionary edits		
08/2021	Policy Revision/discretionary edit		