

## 1.0 General

- 1.1 The Business and Professions Code and related statutes control the acquisition, possession, use, sale, and consumption of alcoholic beverages. The California State Alcoholic Beverage Control (ABC) Board is responsible for interpretation and enforcement of these laws. The College Police are responsible for exercising normal police powers in enforcing laws relating to alcohol on Los Rios Community College District and College property.

## 2.0 Limitations, Requirements and Restrictions

- 2.1 This Administrative Regulation is subject to all applicable State and Federal laws.
- 2.2 The Chancellor has designated the General Counsel to act in all matters related to alcoholic beverages on College/District grounds, buildings, or facilities. In conjunction with the General Counsel, the Chancellor has also designated the College President as the person responsible for these actions at each College.
- 2.3 Persons who seek authorization for the acquisition, possession, sale, use, or consumption of alcohol in conjunction with a course of instruction, sponsored dinners, or meal demonstrations given as part of the culinary arts program on College grounds, buildings, or facilities, shall submit a written request to the President of that College for authorization. Persons who seek that authorization for District grounds, buildings, or facilities shall submit the written request to General Counsel. The request shall contain a brief description of the methods of acquisition, possession, sale, use, or consumption of alcohol and the reasons for the need for the use of alcohol. The President or General Counsel shall only grant authorization when the President or General Counsel determines the course of instruction requires it. At any time, the authorization so granted may be revoked by the Chancellor, the Los Rios Community College District Board of Trustees, or the person who authorized the activity. The President or designee shall provide all such authorizations to the Director of General Services.
- 2.4 Persons who seek authorization for the acquisition, possession, sale, use, or consumption of alcohol in conjunction with events or special events held on College grounds, buildings, or facilities, shall submit a written application (See Appendix A) to the President of that College and the General Counsel for authorization. For Foundation fundraisers, or where the Foundation is the sponsor of the ABC license, the application shall also be submitted to the Associate Vice Chancellor of Resource Development for approval. Persons who seek that authorization for District grounds, buildings, or facilities shall submit the written request for authorization to the General Counsel and the Associate Vice Chancellor of Resource Development (when the Foundation is the sponsor of the ABC license). The President and General Counsel shall only grant authorization when he or she determines an event and its location is appropriate for the consumption of alcohol. The Associate Vice Chancellor of Resource Development shall only grant authorization when he or she determines it is appropriate for the Foundation to be the applicant for the ABC license. The

request shall be submitted to the President and Associate Vice Chancellor of Resource Development at least forty-five (45) days prior to the event, and forwarded to the General Counsel's office at least thirty (30) days prior to the event for College events. A copy of the request for authorization form is attached (See Appendix A). An appropriate permit shall be obtained from the Department of Alcoholic Beverage Control and shall be submitted at least ten (10) days prior to the event; or the service of alcohol at the event shall not be allowed. Where appropriate controls cannot be satisfactorily established, authorization shall not be given for the serving of alcohol. At any time, the authorization so granted may be revoked by the Chancellor, the Board of Trustees, or the person who authorized the activity.

- 2.5 When events are held on College/District premises and alcoholic beverages are made available as part of the event, the following requirements must be met:
- 2.5.1 Event sponsors shall implement precautionary measures to insure that alcoholic beverages are not accessible or served to persons under age 21 or to persons who appear intoxicated. The use of a wristband system is encouraged where persons under 21 are present.
  - 2.5.2 Direct access to events where alcohol is being served must be restricted to invited or ticketed participants only.
  - 2.5.3 Suitable non-alcoholic beverages and food shall be made available at all functions when alcoholic beverages are served. Non-alcoholic beverages should be of comparable quality and shall be featured as prominently as the alcoholic beverages.
  - 2.5.4 Servers and event assistants are prohibited from consuming any alcoholic beverages at the event.
  - 2.5.5 Event sponsors may be required to discontinue the consumption of alcohol at a set time before the scheduled ending of the event.
  - 2.5.6 For College events, the College Police, in conjunction with the Vice Presidents of Administration, shall establish appropriate levels of police presence for an event. For District events, the College Police, in conjunction with the Director of General Services, shall establish appropriate levels of police presence for an event. Event sponsors may be required to pay for policing at campus events where alcohol is served or sold.

### 3.0 Infractions, Accountability, and Sanctions

- 3.1 Violations by students or student groups of [P-1414](#) or R-1414 shall be referred to the relevant Disciplinary Authorities ([P-2441](#)) for disciplinary action. In addition, alcohol-related violations of the Business and Professions Code or the Penal Code shall be addressed by the College Police, when appropriate.

- 3.2 Employees of the District who violate this District Policy are subject to discipline pursuant to the District's established policies, California laws and the terms of any applicable collective bargaining agreement. In addition, alcohol-related violations of the Business and Professions Code or the Penal Code shall be addressed by the College Police, when appropriate.
- 3.3 College Police are responsible for handling violations of this policy, the Business and Professions Code or the Penal Code, by invitees, contracted workers, visitors or guests on District property and at District functions.
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