

# ***Policies and Procedures***

<b>SECTION:</b> <b>Administration</b>	<b>NO.</b> <b>2.2.18.</b>		
<b>CHAPTER:</b> <b>Human Resources</b>	<b>ISSUED:</b> 2/17/98	<b>REV. A</b>	<b>REV. B</b>
<b>POLICY:</b> <b>Alcohol</b>	<b>PAGE 1 OF 2</b>		

## **PURPOSE**

This policy applies to all University-sponsored events at which alcohol is served. It also includes faculty or staff sponsored University-related social events on or off campus at which alcohol is served. Both types of events shall be referred to as “University Events” in this policy. This policy applies to all University events, whether students are present or not.

## **POLICY**

1. For all University events at which alcohol is served, the host of the event (either Creighton or a faculty or staff member, as the case may be), must make available nonalcoholic beverages in addition to the alcoholic beverages. Creighton desires to encourage the responsible use of alcohol at all such events and making alternative beverages available supports this goal.
2. For all University events at which alcohol is served, the person or persons serving the alcohol are required to make identification checks of any person who may be underage to prevent any underage drinking. Diligent checking of identification is Creighton’s only means of ensuring compliance with state law.
3. The University strongly encourages all of its employees to use alcohol responsibly at all times, but particularly at University events because of the damage which may be done to Creighton’s reputation, and the poor example it sets for other employees and for students. Creighton desires to achieve a community where moderation, safety, and individual accountability for those who choose to drink are the norm.

## **SCOPE**

This policy applies to all University employees.

## **PROCEDURES**

The Vice President for Student Life and the Senior Vice President for Operations shall jointly supervise the implementation of this policy. It is their responsibility to ensure that bartenders serving alcohol at University-sponsored events be required to demand identification from all persons who possibly could be underage.

It is the responsibility of individual supervisors to communicate this policy to their employees. In addition, supervisors may have to counsel employees whose behavior indicates a lack of awareness of this policy. If any employee of the University does not adhere to this policy because of irresponsible drinking or, if such a person acts as a host of an event and fails to demand identification of all persons who may possibly be underage, discipline action outlined in the Progressive Discipline Policy may be administered by the employee’s supervisor according to his/her discretion.

## **ADMINISTRATION AND INTERPRETATIONS**

For guidance in administering and interpreting this policy, supervisors may contact the University’s Human Resources Department. Student policies on alcohol may be found in the University’s *Student Handbook*. For guidance in

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administering and interpreting policies pertaining to students within the *Student Handbook*, contact the Vice President for Student Life.

### **AMENDMENTS OR TERMINATION OF THIS POLICY**

Creighton University reserves the right to modify, amend, or terminate this policy at any time.