I. Purpose

These guidelines are written pursuant to 8 DCMR § 616 and all applicable laws and University and policies. These guidelines apply to all University faculty, staff, students and visitors. The purpose of this document is to establish procedures relating to alcohol and drug use on University Property and at University Events. The University of the District of Columbia strives to provide a safe educational and working environment for all faculty, staff, students and visitors. The misuse, abuse and/or excessive consumption of alcoholic beverages or illegal drugs, and related behavior such as violence, disorderly conduct, and destruction of property, pose a danger to the individual and to the community at large. Such behavior violates University policy and may violate local and federal law. Individuals who engage in such behavior may be subject to disciplinary action and/or criminal prosecution under applicable law.

The unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on University Property or as part of any University Activity or University Event is strictly prohibited. Students and employees violating standards of conduct will be subject to sanctions consistent with local and federal law and University policy, up to and including expulsion or termination of employment and/or referral for prosecution for violations of standards of conduct.

II. University Policy On Possession And Consumption Of Alcohol

A. Definitions

1. University- the University of the District of Columbia, the Community College of the District of Columbia, the David A. Clarke School of Law, and all affiliates, divisions, and programs.

2. Student- any person currently enrolled at the University for whom the University maintains records as defined by the Family and Educational Rights and Privacy Act (FERPA) and all related regulations.

3. Student Organization- any group of students who have complied with the University requirements for registration and are formally recognized by the University.

4. University Property- includes all buildings and spaces owned or leased by the University, including but not limited to; buildings or grounds in which students reside and in which University food service facilities are located; or any property which is used by the University regardless of physical location.
5. **University Event or University Activity**—any event or activity, whether on campus or off campus, which uses the name of the University explicitly, in which the University is mentioned or affiliated with, or to which the University is a sponsor or participant.

**B. General Guidelines**

The following regulations are applicable to all University Events and all events which take place on University Property, where alcoholic beverages are consumed or served. Failure to comply with any provision is a violation of University policy and any person violating these regulations is subject to University disciplinary measures and/or may be subject to prosecution by law enforcement authorities:

1. **Consumption of alcoholic beverages on University Property and/or University Events shall be by persons of the legal age of 21 years or older.** Under D.C. Law (D.C. Code §25-1002) it is unlawful for any person under the age of 21 to purchase, possess, or consume alcoholic beverages. Consequently, it is unlawful for any person under the age of 21 to purchase, possess, or consume alcohol while on University Property or as part of any University Event or Activity.

2. **Engaging in drinking games, drinking contests, possession of kegs, “party-balls,” “beer bongs,” flasks or other similar common-source containers, whether or not alcoholic beverages are present in such containers are expressly prohibited on University Property.**

3. **Possession, distribution and consumption of alcoholic beverages is prohibited on University Property in which students reside (includes on-campus and off-campus housing).**

4. **Consumption of alcohol on University Property or at University Events shall be allowed only with prior approval by the following:**
   
   a. The Provost/Vice President for Academic Affairs or Designee is the approving University official for all events involving Academic Affairs;

   b. The Vice President for Student Affairs or Designee is the approving University official for all events involving primarily students and student groups;

   c. The Vice President of Facilities or Designee is the approving University official for all events external groups who are using university facilities.

**C. University Events With Alcoholic Beverages**

1. **Consumption of alcoholic beverages shall not be the only means of refreshment at any event.** Comparable quantities of non-alcoholic beverages and food items must be available for consumption throughout the duration of the activity.

2. **At the beginning of the Fall semester, the Office of Student Affairs will conduct an orientation on the guidelines and expectations of student organizations with respect to alcohol use.** At least one member of the sponsoring organization AND the Organization Advisor must successfully complete the orientation. It is the responsibility of the member to educate the organization on applicable guidelines.
3. Each academic year, the Office of Student Affairs will conduct an orientation on the guidelines and expectations of Faculty and Staff with respect to student alcohol use. At least one member of the sponsoring organization AND the Organization Advisor must successfully complete the orientation. It is the responsibility of the member to educate the organization on applicable guidelines.

4. Alcoholic beverages must be served by either:

   a. A certified and licensed bartender or caterer who has provided a written acknowledgement of his/her understanding, compliance with, and enforcement of the University Alcohol Policy and the laws of the District of Columbia governing the service of alcohol; or

   b. A sponsoring faculty or staff member who has attended a University training (see Section II(C)(3)) and provided a written acknowledgement of his/her understanding, compliance with, and enforcement of the University Alcohol Policy and the laws of the District of Columbia governing the service of alcohol. Faculty and staff must comply with all requirements and guidance, with respect to alcohol use, as provided by the University insurance provider. Faculty and Staff should contact the University Office of Risk Management with any questions regarding specific insurance carrier requirements.

5. A majority of the persons expected to attend the event must be at least 21 years of age.

6. Representatives (of legal age) of the sponsoring organization, must monitor all entrances to the event at all times to identify persons who are 21 years of age or older and who are therefore eligible to be served alcoholic beverages. Only those 21 and over shall be admitted or a system such as tickets, stamps, or wristbands shall be used to identify those less than 21 years of age.

7. The sponsoring group or organization is required to bear the cost of any additional services which may be necessary including: cost of a security services from the Office of Public Safety; cost of alcohol; and the cost of a certified and licensed bartender and/or caterer.

8. For any event which takes place on University Property, the sponsoring organization shall be responsible for the supervision of the delivery of alcoholic beverages to, the storage, service, and consumption of alcoholic beverages at, and the removal of alcoholic beverages from, the location of the activity.

9. Sponsors (student, faculty, staff, or community organizations/groups) are responsible for ensuring the event remains in compliance with applicable District of Columbia laws, this Policy, and other published University regulations and policies.

D. Sale of Alcoholic Beverages

The sale of alcoholic beverages on University property shall be strictly limited to the Auditorium (Building 46) with special permission from the Office of the President. All sales shall take place only during University Events. A temporary District of Columbia Alcoholic
Beverage Control Board Class F license must be obtained if alcoholic beverages are being sold. For these activities, University approval will not be granted until a license is obtained. It is the responsibility of the sponsor to ensure that the license is in place prior to selling alcohol. The University will not be liable for any illegal sales that take place. Sponsoring groups must adhere to all University policies and state and local laws.

E. Residential Life

In accordance with the educational philosophy of University of the District of Columbia and to maintain an environment conducive to reasonable study and living conditions, alcoholic beverages and related paraphernalia are PROHIBITED in all University sponsored housing facilities. No students, faculty, or staff are permitted to store, consume, or possess alcoholic beverages or containers in University sponsored housing facilities and surrounding areas, including common areas (main lounges, laundry rooms, study lounges, workout room, etc.), pool area, courtyards, parking lots, stairs, and elevators. Students found to have violated this policy will be subject to disciplinary action and/or criminal prosecution where applicable.

III. Administration and Enforcement of University Alcohol and Drug Policy

A. Changes and revisions to this policy shall be approved by the Office of General Counsel and subject to final approval by the Board of Trustees.

B. The University maintains the right to forward possible violations of federal or state laws, local ordinances, and University regulations, to the proper authorities through the University Office of Public Safety.

C. All documented violations of this policy shall be referred to the respective Vice President for appropriate disciplinary action.

D. Student organizations that are determined to have violated this Section may face revocation of the organization’s eligibility to sponsor activities on University premises and/or revocation of the organization’s official registration.

E. Individual student members of the sponsoring group(s) or organization(s) may be charged and sanctioned in accordance with procedures set forth in the “Code of Student Conduct.”

F. Faculty/Staff that are determined to have violated this policy may be referred for disciplinary action as set forth by applicable University policies and procedures, including DCMR Regulations and labor agreements.

IV. Controlled Substances

Federal laws, District of Columbia laws, and University policy prohibit the unlawful use, manufacture, possession, distribution, or sale of any illegal narcotics, hallucinogens, dangerous drugs, or controlled substances on University Property or at University Events unless permitted by prescription or law. Failure to comply with applicable laws and/or policies may result in disciplinary action and/or criminal prosecution under applicable law.
V. Medical Amnesty

In the event of a medical emergency, local authorities must be notified immediately. To ensure the safety of the University community and encourage compliance with this policy, the University may opt to offer amnesty from punishment under the Student Code of Conduct. Such amnesty will be applied as follows:

A. A person who receives emergency medical attention for alcohol consumption, or seeks assistance for someone in an alcohol-related emergency, will be required to attend an alcohol education program but will not be charged with violations of university alcohol-related policies under the Student Code of Conduct. No one may receive amnesty under this provision more than once;

B. A representative of an organization holding an event is required to promptly seek medical assistance in an alcohol-related emergency.

C. Persons receiving amnesty under this provision are not exempt from arrest or criminal prosecution for violating alcohol or drug-related laws.

VI. Resources and Support

The University provides resources to students, faculty and staff who may need assistance coping with drug or alcohol use. Below is a list of the resources made available to the University community:

1. Employee Assistance Program (EAP) 1-800-247-3054
2. Counseling and Student Development Clinic Building 39, Suite 120 Washington DC, 20008 (202) 274-6000
3. Substance Abuse Treatment Locator- 1-800-662-HELP
4. Al-Anon/Alateen- 1-888-4AL-ANON
5. American Council on Alcoholism- 1-800-527-5344
6. Cocaine Anonymous- 1-800-347-8998
7. Nar-Anon - 1-800-477-6291

VII. Health Risks of Illicit Drugs and Alcohol Abuse

Consumption of alcoholic beverages should be done responsibly and in moderation. The health risks associated with the use of illicit drugs and the abuse of alcohol include physical and neurological impairment, emotional and psychological deterioration, development of chronic diseases, fine and gross motor degeneration, addiction, and death. Drinking excessive amounts of alcohol can lead to alcohol poisoning resulting in loss of consciousness, low blood pressure and body temperature, coma, respiratory depression, or death.

*Information provided by the Centers for Disease Control*
VIII. District of Columbia Illicit Drug Penalties

<table>
<thead>
<tr>
<th>Schedule of Drug</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule I or II substance that qualifies as a “narcotic or abusive” drug</td>
<td>maximum penalty of 30 years in prison and a maximum fine of $500,000</td>
</tr>
<tr>
<td>Schedule I, II, or III substance that is not a “narcotic or abusive drug”</td>
<td>maximum sentence for a conviction is 5 years along with a maximum fine of $50,000</td>
</tr>
<tr>
<td>Schedule IV substance</td>
<td>maximum penalty 3 years in prison and maximum fine of $25,000</td>
</tr>
<tr>
<td>Schedule V</td>
<td>maximum penalty is 1 year and a $10,000 fine.</td>
</tr>
<tr>
<td></td>
<td>maximum penalty is doubled for a second or subsequent conviction of illegal drug use, distributing to minors or distributing in a drug free zone.</td>
</tr>
</tbody>
</table>

A. District of Columbia Alcohol Penalties

<table>
<thead>
<tr>
<th>Offense</th>
<th>Fine</th>
<th>Jail Term</th>
<th>License</th>
</tr>
</thead>
<tbody>
<tr>
<td>First DUI/DWI Offense</td>
<td>$300 - $1,000</td>
<td>Up to 90 days</td>
<td>6 months revocation</td>
</tr>
<tr>
<td>Second DUI/DWI Offense</td>
<td>$1,000 - $5,000</td>
<td>Up to 1 year</td>
<td>1 year revocation</td>
</tr>
<tr>
<td>Third DUI/DWI Offense</td>
<td>$2,000 - $10,000</td>
<td>Up to 1 year</td>
<td>2 year revocation</td>
</tr>
<tr>
<td>Adults/Parents who aid minors in obtaining alcohol</td>
<td>$300</td>
<td>None</td>
<td>Up to 90 days revocation</td>
</tr>
</tbody>
</table>

*Information provided by the Metropolitan Police Department http://mpdc.dc.gov*

This policy implements the Drug Free Schools and Communities Act (20 U.S.C. 1145g) and the Drug Free Workplace Act (41 U.S.C. 701).