

## Policy Approval/Review Form

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**This form is used for the approval, amendment, removal or review of a Gordon State College policy.** Once authorized with the President’s Signature, the policy will be posted to the Gordon State Website. This approval form will be filed in the Office of the President with Cabinet minutes noting approval.

<b>Policy Title *</b>	Gordon State College Alcohol Policy				
<b>Department/Organization</b>	Institutional Advancement				
<b>Policy Editor</b>	Natalie Rischbieter				
<b>Request Type</b>	New <input type="checkbox"/>	Amended/Edited <input checked="" type="checkbox"/>	Removed <input type="checkbox"/>	Reviewed Only <input type="checkbox"/>	<input type="checkbox"/>

**OBJECTIVE** (Briefly state your purpose.)

The Gordon State College Alcohol Policy provides guidelines which states that all persons must comply with all federal, state, and local laws and policies of the Board of Regents of the University System of Georgia and Gordon State College, governing the use, possession, distribution, dispensation, and sale of alcoholic beverages while on the campus.

**RESOURCES AND CONSULTATION** (Briefly describe the resources (i.e. website, link) used in developing, amending, removing, or reviewing the policy. Include names of other individuals who assisted with this change.)

The State of Georgia Department of Revenue

**COMMUNICATION PLAN** (Identify how information about how the policy will be communicated to the college as well as training plans if applicable.)

The Alcohol Policy will be communicated with the campus community and listed on the College website for reference

**Authorizations**

**Chair/Dean/or Supervisor Signature and Date:** Natalie Rischbieter Digitally signed by Natalie Rischbieter  
Date: 2024.07.15 14:36:43 -0400'

**Cabinet Sponsor (VP) Signature and Date:** \_\_\_\_\_

**President Signature and Date:** Donald Green Digitally signed by Donald Green  
Date: 2024.07.16 09:19:12 -0400'

**\*Policy Template mustbe submitted with this form.**



## POLICY TEMPLATE

\*A separate "Policy Approval/Review Form" must be included with any policy submissions to Cabinet.\*

<b>Policy Name:</b>	Gordon State College Alcohol Policy		
<b>Responsible Cabinet Member:</b>	Natalie Rischbieter	New	
<b>Responsible Office:</b>	Institutional Advancement	Amendment/Revision	X
<b>Contact:</b>	Natalie Rischbieter	Review Only	

**1. Policy Statement**

The Gordon State College Alcohol Policy provides guidelines which states that all persons must comply with all federal, state, and local laws and policies of the Board of Regents of the University System of Georgia and Gordon State College, governing the use, possession, distribution, dispensation, and sale of alcoholic beverages while on the Gordon State College campus.

**2. Reason for Policy**

As a recipient of federal contracts and grants, including federal student assistance awards, Gordon State College adheres to the federal Drug-Free Schools and Communities Act Amendments of 1989. As a recipient of state funds, Gordon State College adheres to the Georgia Drug-Free Post-Secondary Education Act of 1990.

**3. Who Should Read this Policy**

All internal and external parties who plan to host any events on the Gordon State College campus.

**4. Resources**

USG Board of Regents and the State of Georgia Department of Revenue

**5. Definitions**

**6. The Policy (or "See Attached")**

See Attached

## **Gordon State College Campus Alcohol Policy**

### **General**

Gordon State College is committed to maintaining a safe and inviting campus environment for its community members and visitors. This policy, in conjunction with the Gordon State College Policy on Student Alcohol and Illegal Drug Use found in the Gordon State [Academic Catalog](#) and on the website, provides a consistent approach to alcohol usage on-campus and at official Gordon State events, and adheres to federal, state, and local laws and ordinances, as well as USG Board of Regents' policy(4.6.4). As a recipient of federal contracts and grants, including federal student assistance awards, Gordon State adheres to the federal Drug-Free Schools and Communities Act Amendments of 1989 ([H.R.3614](#)). As a recipient of state funds, Gordon State adheres to the Georgia Drug-Free Post-Secondary Education Act of 1990 ([O.C.G.A. § 20-1-20](#))

It is important that all members of the Gordon State community and visitors to the Gordon State campus follow this policy. In doing so, Gordon State will be able to allow alcohol to be served in a responsible manner that respects the best interests of all.

### **Policy Statement:**

All persons must comply with federal, state, and local laws and the policies of Gordon State and the Board of Regents of the University System of Georgia governing the use, possession, manufacture, distribution, dispensation, and sale of alcoholic beverages while on the Gordon State campus and at Gordon State events either on-or off-campus.

Alcohol may be served at Gordon State events on-campus only with prior approval from the Office of the President or its designee. Once approval has been received, the Gordon state organizer must comply with the procedures outlined in the policy.

### **Alcohol Approval Request**

Organizers of Gordon State on-campus events where alcohol is to be served must submit an Alcohol Approval Request prior to the event in order to receive approval from the Office of the President or its designees. Organizers are responsible for securing prior approval and compliance with related policies. They should consult and be aware of the policies contained herein as well as the Gordon State College Policy on Student Alcohol and Illegal Drug Use Campus Buildings and Spaces.

### **Serving and/or Sale of Alcohol Procedures:**

The sale, distribution and consumption of alcoholic beverages in all campus buildings and spaces is specifically prohibited except for events and activities with prior authorization from the President. Exceptions may be approved by the Office of the President where the sale is by a vendor with a proper alcohol license in accordance with state and local law. At all events and activities held on the Gordon State College campus where alcohol is present, the sponsoring or supervising organization must adhere to the following:

1. Obtain prior authorization from the President of his/her designee.
2. A special event permit must be obtained by the Georgia Department of Revenue should you plan to sale any alcohol at any event.
3. A designated responsible full-time Gordon State employee must be present during the entire event. This can be a member of the faculty, staff, or a campus police officer.
4. The use of state funds is expressly prohibited for the purchase of any alcoholic beverage.
5. Check identification of all individuals in attendance to ensure that alcoholic beverages are not served or made available to any individual under the lawful drinking age.
6. Contact Gordon State College's contracted food service provider who shall serve the alcohol. A trained server must be used to monitor the service and consumption of alcohol. Trainings include but are not limited to TIPS (Training Intervention Procedures for Servers), and ServSafe Alcohol.
7. Contract with a vendor with a proper alcohol license to sell alcoholic beverages in accordance with state and local law.
8. Ensure that no obviously intoxicated person is given or allowed to consume any additional alcoholic beverage.

### **Student Attendance**

The following provisions apply if students are invited or attend a Gordon State event where alcoholic beverages are served or sold:

1. Attendance at the Gordon State event must be completely voluntary. Required attendance may not occur and even the perception of required attendance should always be avoided. The prominent display of alcohol should be avoided at Gordon State events on-campus where students are invited and/or are passing by the event.
2. Access to the alcoholic beverages must be controlled through a central point of distribution by a vendor with a proper alcohol license or a trained server and through the use of sober monitors. Control is for the purpose of restricting use by those under the legal drinking age and/or who are obviously intoxicated.

### **Open Container**

Individuals shall not conspicuously display open containers of alcoholic beverages (open beer or liquor cans/bottles) in any public location on campus, including but not limited to grounds, sidewalks, and streets within campus boundaries.

### **Advertising and Promotional Activities**

The posted advertisement of alcoholic beverages on campus is not permitted. Campus departments and organizations are prohibited from advertising alcoholic beverages. All campus event organizers should seek promotional sponsorship and support for campus events from vendors other than purveyors of alcoholic beverages.

### **Policy Enforcement**

Each member of the Gordon State College community should be involved in the implementation of and compliance with the Policy. Unless otherwise stated by law, each individual retains responsibility for his/her actions at all times regardless of his/her mental or physical state even if altered by alcoholic beverages or other drugs. Campus organizations may develop and enforce additional group/individual standards which are more restrictive than those established in this Policy.

Persons who violate the laws of this State may be subject to arrest or citation. Employees and student of the College may also be referred to the appropriate College authority for disciplinary sanctions for Policy violations. Visitors who violate the laws or policies of the College may also be required to leave the campus.

Original policy adopted September 14, 2010

Amended June 24, 2015

Amended June 26, 2024