

**STATE UNIVERSITY OF NEW YORK AT STONY BROOK  
ALCOHOLIC BEVERAGES ON STATE PROPERTY  
POLICIES AND PROCEDURES**

Approved by the Stony Brook Council Effective August 1, 2006

To ensure the responsible use of alcoholic beverages on property owned or leased by Stony Brook University ("University") the University has established the following policies and procedures applicable to all members of the campus community, including students, faculty, staff, alumni and visitors. Violation of these policies and procedures will result in corrective measures that may include legal or disciplinary action, termination of use permits, persona non grata status and so forth.

The possession, sale, service and consumption of alcoholic beverages on any University site is regulated by federal, state and county law.

1. Alcohol may be purchased, possessed or consumed only by individuals who have attained the age of 21.
2. Unless a permit has been obtained from the State Liquor Authority, Division of Alcoholic Beverage Control ("SLA Permit") by the sponsoring individual or organization, the consumption of alcohol or possession of an open container of alcohol anywhere on campus is prohibited. This includes, by way of example only, classrooms, grounds, parking lots, student lounges and bathrooms.
3. When alcohol is served, food, snacks and non-alcoholic beverages must be provided in sufficient variety, quantity and abundance commensurate with the availability of the alcoholic beverages.
4. Consumption of alcohol may not be the primary focus of any event. Promoting increased consumption by emphasizing free or reduced price alcoholic beverages is prohibited.
5. Marketing and/or advertisement of alcohol or alcohol-related activities on the campus or in official University publications is strictly prohibited. Campus events at which alcohol will be served may not emphasize the service of alcohol in marketing material. Student publications should not accept advertising that promotes the irresponsible use or consumption of alcoholic beverages (e.g., "beer bash", "kamikaze night", "drink specials", etc.). All publicity planned to be distributed for student-sponsored events involving the service of alcohol must be approved in advance by the Office of Student Activities.

## **Procedures**

### **A. General Procedures**

Any University event at any campus facility which may involve the possession, sale, service or consumption of alcohol must conform to the procedural requirements outlined below.

1. Alcohol may be consumed only at State-licensed sites (Jasmine, University Café), in facilities or at events which have obtained an SLA Permit.  
Information regarding SLA Permits can be obtained from the following web site:  
<http://www.abc.state.ny.us/JSP/content/MainOnline.jsp>

2. The Office of the Vice President for Student Affairs (OSA) is responsible for establishing application procedures and enforcing guidelines under which alcohol may be served at any University event. The provision (ordering, distribution or service) of alcohol at event may only be done by a caterer licensed to serve alcohol, or pursuant to an SLA Permit, in accordance with University policy and OSA guidelines. **See "Request for Approval to Serve Alcohol at a Campus Event" at the following web site: TBA**
3. The undergraduate Student Activity Fee or associated revenues generated from this fee may not be used to purchase alcohol or related services for student programs, on or off campus.
4. Standard identification procedures are required at all campus functions and at establishments where alcoholic beverages are available. Acceptable forms of identification include:

**U.S. or international passport**  
**Valid driver's license**  
**NYS non-driver's ID**  
**Selective service registration card**  
**Resident Alien identification card**

An individual must be proofed each time s/he requests an alcoholic beverage or enters the alcohol service area. Alpha lists will be used to verify student dates of birth. University staff may spot check the legal age of any persons in the area of consumption. The use of false ID is prohibited. All false IDs will be confiscated and a disciplinary referral will be made.

6. Bartenders, managers, supervisors and ID checkers at events and locations where alcohol is served may refuse entry or service to substance-impaired individuals.
7. All bartenders, managers, supervisors and ID checkers at events and locations where alcohol is served shall be trained in the Acceptable Standards of Practice for serving alcohol at concessions. Whenever possible, that training shall be TIPS (Training for Intervention Procedures by Servers of Alcohol) or a comparable program.

## **B. Specific Procedures for Licensed Facilities**

In addition to the provisions set forth in Part A, service of alcohol in any licensed on-campus facility or at any University event is subject to the following requirements:

1. For events where there is a common event space, alcohol consumption shall be confined to a designated alcohol service area.
2. A professional event coordinator/manager shall oversee all activities involving alcohol.
3. For each campus event at which alcohol may be served, OSA shall determine, in consultation with the University Police Department, whether uniformed police officers or trained security staff should be in attendance.

4. Last call will take place one hour before closing. Service of alcohol shall cease 15 minutes after last call during general operating hours.
5. All campus establishments serving alcohol shall conform to “last call” building closing hours and food/snack and non-alcoholic beverage requirements.

**C. Specific Procedures for Temporarily Licensed Facilities**

1. In addition to an SLA Permit, any person, group or entity wishing to serve alcohol anywhere on campus must first obtain permission from the University. For the Stony Brook and Southampton campuses, application forms are available from and subject to the approval of OSA. For the Manhattan campus, University application forms are available from the Business Coordinator.  
See: <http://www.stonybrook.edu/sb/nyc/sbmcontact.shtml>
2. The coordinator of any event held in a campus facility at which alcohol may be served shall file the application for permission with the designated University office at least five weeks before the event is to take place. The SLA Permit shall be obtained at least one week before the event is to take place.
3. Sponsors of student events held in any campus facility at which alcohol may be served shall file the application for permission with the designated University office at least five weeks before the event is to take place. The SLA Permit shall be obtained at least one week before the event is to take place. Only Stony Brook students and their guests may be in attendance.
4. The SLA Permit must be displayed prominently throughout the event.