

**Towson University
Sport Clubs Organization
Social Event Policy**

Purpose

The purpose of this policy is to promote the management of risk associated with the use of alcohol. Additionally, this document reinforces policies set forth by the Sport Club Council at Towson University.

I. Definition of Terms

- a. **Host Club:** Any Club that plans, promotes, sponsors or hosts a social event, or submits a Social Event Notification Form.
- b. **Planned:** Premeditated.
- c. **Event:** Any gathering deemed to be within the scope of a Club function.
- d. **Sponsored:** Paid for by a Club
- e. **Hosted:** A gathering held at the residence of one or more Club members.
- f. **Promoted:** To bring into being through means of advertising and/or publicity, internally or externally.
- g. **Club Member:** Undergraduate active participant, graduate active participant, or new participant.
- h. **Guest:** A person who is not a member or new member of a Club.
- i. **Drinking Games:** Any activity where alcohol consumption is the primary purpose. Examples include, but are not limited to, beer pong, flip cup, quarter, power hour, card games, etc.
- j. **Forms of Alcohol:** The possession, sale, use, or consumption of alcoholic beverages during a Sport Club event, in any situation sponsored or endorsed by the Club, or at any event an observer would associate with the Club. The above must be in compliance with any and all applicable laws of the State, County, and/or City of Baltimore.
- k. **Slush Funds:** Alcoholic beverages may not be purchased through or with Club funds nor may the purchase of alcohol for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. This includes “passing the hat”, pooling funds, etc.

II. Types of Social Events

- a. **End-of-Year Banquet:** Events which take place at the end of the semester or academic year which are primarily for recognizing the achievements of the club and/or individual members of the club. End-of-Year Banquets are culminating events which seek to celebrate a Club’s success on and off the field of play. Club

members may invite personal guests and assume responsibility for: orienting the individual to all social event policies, monitoring their behavior at all times at the event, and insuring that their conduct is in full compliance with established policies.

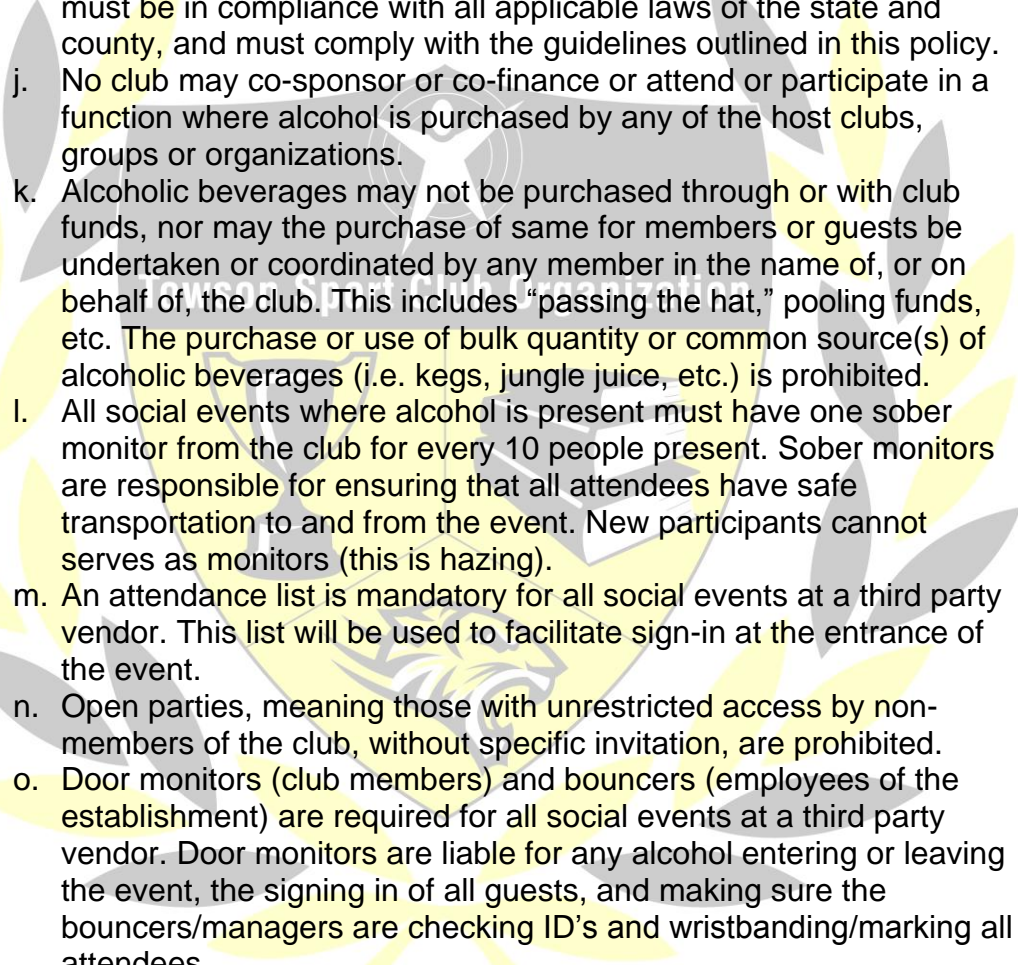
- b. **Alumni Social Events:** Are events at which club members, club alumni, and their guests are present. A club with 25% of its active membership in attendance assumes responsibility for: orienting club alumni and guests to all social event policies, monitoring their behavior at all times at the event, and ensuring that their conduct is in full compliance with established policies.
- c. **Formals:** are restricted to Club members and one personal guest per member. Those Club members hosting a personal guest assume responsibility for: orienting the individual to all social event policies, monitoring their behavior at all times at the event, and insuring that their conduct is in full compliance with established policies.
- d. **Mixers:** Events taking place at a restaurant/bar where more than one club is present for the purpose of socializing. Alcohol at these types of events is strictly prohibited.
- e. **Alcohol- Free Social Events:** are those functions where alcohol is not present.

III. Requirements for Social Events with Alcohol at a Non-Third Party Vendor

Please refer to Campus Life's "Procedures for Events with Alcohol" policy. A copy can be obtained by visiting the Campus Life office in the University Union.

IV. Requirements for Social Events with Alcohol at a Third Party Vendor

- a. The club must fill out a social event registration form.
- b. The sponsoring club(s) should obtain proof of the establishment's liquor license.
- c. It is required that proper proof of insurance be provided by the third party vendor to the sponsoring club(s). A minimum of \$1,000,000.00 General and Liquor Liability Insurance is required.
- d. Clubs shall agree in writing with the vendor to cash sales only, collected by the vendor, during the event. Alcohol maybe not be purchased through the club account or on behalf of the club. This includes "passing the hat," pooling funds, etc. The purchase or use of bulk quantity or common source(s) of alcoholic beverages (i.e. kegs, jungle juice, etc.) is prohibited.
- e. It is suggested that transportation be arranged by the club to transport participants and their guests to and from any third party event.

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- f. No club may sponsor an event with an alcohol distributor or establishment where 50% of the distributor's proceeds are generated from the sale of alcohol.
 - g. No participant, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to anyone under the age of 21.
 - h. No one under the age of 21 may consume or possess alcohol. If guest appear visibly intoxicated, they will not be served.
 - i. The possession, sale, use, or consumption of alcoholic beverages during a club event, in any situation sponsored or endorsed by the Club, or at any event an observer would associate with the club, must be in compliance with all applicable laws of the state and county, and must comply with the guidelines outlined in this policy.
 - j. No club may co-sponsor or co-finance or attend or participate in a function where alcohol is purchased by any of the host clubs, groups or organizations.
 - k. Alcoholic beverages may not be purchased through or with club funds, nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the club. This includes "passing the hat," pooling funds, etc. The purchase or use of bulk quantity or common source(s) of alcoholic beverages (i.e. kegs, jungle juice, etc.) is prohibited.
 - l. All social events where alcohol is present must have one sober monitor from the club for every 10 people present. Sober monitors are responsible for ensuring that all attendees have safe transportation to and from the event. New participants cannot serves as monitors (this is hazing).
 - m. An attendance list is mandatory for all social events at a third party vendor. This list will be used to facilitate sign-in at the entrance of the event.
 - n. Open parties, meaning those with unrestricted access by non-members of the club, without specific invitation, are prohibited.
 - o. Door monitors (club members) and bouncers (employees of the establishment) are required for all social events at a third party vendor. Door monitors are liable for any alcohol entering or leaving the event, the signing in of all guests, and making sure the bouncers/managers are checking ID's and wristbanding/marketing all attendees.
 - p. At the entrance, IDs will be checked and all guests over 21 years of age will receive a wristband; all guests under the age of 21 will be marked or stamped.
 - q. Reasonable amounts of unsalted snacks and food and non-alcoholic beverages must be provided for guests free of charge.
 - r. Departing guests will be monitored to assure that guests have a safe means of transportation.
 - s. All events must end no later than 2 a.m.
 - t. No event may last more than four hours.

V. **Social Event Notification**

- a. Each named club sponsoring an event, regardless of the location, is held responsible for all persons attending.
- b. Social Event Notification Forms must be submitted to the Sport Club Office one week in advance of social events.

VI. **Violations and Enforcement**

Clubs that violate this policy are subject to sanctions set forth by the Office of Student Conduct and Civility, as well as possible sanctions from the Sport Club Council.

