

STOCKTON UNIVERSITY



PROCEDURE

Dispensing of Alcoholic Beverages on Campus

Procedure Administrator: Director of Procurement, Contracting & Risk Management
Authority:

Effective Date: August 15, 1974; February 3, 1975; October 20, 2010; February 19, 2021

Index Cross-References:

Procedure File Number: 6010

Approved By: Dr. Harvey Kesselman, President

I. PROCEDURE

- A. Organizations, both internal and external must first obtain official permission from the Office of Event Services and Campus Center Operations to use the University's facilities, in accordance with Procedure 3103: Use of University Property.
- B. Requests to serve alcohol at any Galloway campus location must be submitted to the University's contracted food service provider a minimum of two weeks in advance. The University's contracted food service provider will secure an alcohol license for the approved date, timeframe, and location. Costs associated with product, labor, service, and licensure are included in the University's contracted food service provider's catering contract.
- C. Requests to serve alcohol at the following specific locations on the Atlantic City Campus, John F. Scarpa Academic Center must be submitted to the University's food service provider:
 1. Fannie Lou Hamer Room (1st floor)
 2. Dining Hall (1st floor)
 3. Executive Conference Room (327e)
- D. Requests to serve alcohol at any other location (e.g. Hammonton, Manahawkin, Woodbine, etc.) are subject to obtaining the necessary permit through the State of New Jersey Division of Alcoholic Beverage Control, as well as approval from the Director of Procurement, Contracting and Risk Management. The requestor is responsible for obtaining the permit; however, the University food service provider can obtain the permit as part of a catering package.

II. RESTRICTIONS

- A. Student tuition and fee monies cannot be used for the payment of alcohol.
- B. Events where alcohol is dispensed must have protocols and safeguards in place to ensure only those of legal age (21) to consume alcohol are served.

Review History:

	Date
Procedure Administrator	12/22/2020
Divisional Executive	01/05/2021
General Counsel	01/29/2021
Cabinet	02/18/2021
President	02/19/2021