

LUTHER COLLEGE

POLICIES AND PROCEDURES

Department:	Luther College Dining Services
Subject:	Alcohol Policies and Procedures
Date Issued:	September 10, 2007
Updated and Reviewed By:	Finance & Administration Team, February 8, 2024
Approved By:	Senior Leadership Council, March 6, 2024

I. Policy

This policy outlines the guidelines for Luther Catering (Sodexo) to serve alcoholic beverages on the Luther College campus. Sodexo is fully licensed by the State of Iowa to serve alcoholic beverages at catered events held in the Dahl Centennial Union, Center for the Arts, Center for Faith and Life, and Baker Commons. Because irresponsible alcohol consumption can interfere with the educational purposes and social climate of the College, all guests attending Luther College on and off campus events have a responsibility to follow the Alcohol Policies and Procedures outlined below and will be held accountable for failure to follow them.

II. Purpose

The Alcohol Policies and Procedures reflect Luther College's and Sodexo's commitment to provide the safest possible social atmosphere for members of the College community and their guests. Its success depends upon the cooperative efforts of students, faculty, administration, alumni and friends in both understanding and upholding the spirit of personal responsibility and respect for self and others that is embodied in these procedures.

III. Terms and Definitions

Catered Events

Events coordinated and staffed by Luther Catering for:

- Members of a recognized Luther department and their invited guests
- Members of the public who contract with Luther Catering adhere to college policies

IV. Procedures and Guidelines

Sodexo holds Special Class C Liquor Licenses for the serving of wine and beer at events in Dahl Centennial Union, Center for the Arts, Center for Faith and Life and Baker Commons. When beer and/or wine is served in one of those venues, the following policies apply:

- Alcohol will not be served at events or where people under the age of 21 are the primary guests.
- All recognized groups who want to sponsor an event with alcohol on campus must meet with Luther Catering who will secure the approval of the Director of Dining Services at least 30 days prior to the event. Approval forms are available from, and are facilitated by, Luther Catering.

- Alcohol may be served on campus at an event only in a licensed location.
- There will be no service of alcohol to individuals under 21 years of age. All guests attending events at which beer and/or wine are served should be prepared to provide proof of age with a current ID (driver's license, birth certificate, military ID or passport).
- As a general rule, the majority of the people attending an event where alcohol is served must meet the drinking age requirement. Identification will be checked to verify age and if appropriate, wristbands will be provided to those over 21 years of age.
- Luther Catering must provide all alcoholic beverages served at events at the approved locations. No outside alcohol is permitted.
- Wine and beer are the only alcoholic beverages served.
 - Cash Bar: Beer and/or wine will be charged to each guest
 - Hosted Bar: Will be charged to the event sponsor with a final tabulation to be paid in one lump sum.
- No guest will be served alcohol to the point of intoxication as defined by Iowa Code Section 123.
- All staff involved in the sale of alcohol must successfully complete the Iowa Program for Alcohol Compliance Training. This is free of charge and available at I-Pact.com or IowaABD.com.
- Ample food and non-alcoholic beverages must be readily available during the event. Luther Catering must provide all food and beverages.
- Guests may not remove alcohol from the event location.
- The behavior of guests is the responsibility of both the guest(s) and the event sponsor. It is the task of the sponsor to curtail inappropriate behavior, and, if necessary, request that a disruptive or non-compliant guest leave the event. The Campus Safety Office will provide assistance, if requested, and the host will be charged extra.
- Sponsors are advised that they and/or the College may be liable for injuries or damage caused by persons participating in the sponsored event.
- Luther Catering reserves the right to refuse service to any patron. The catering manager on duty at the catered event has the discretion to place further constraints on alcohol service in order to assure a safe and enjoyable event.
- All campus establishments serving alcohol shall conform to building closing hours and food/snack and non-alcoholic beverage requirements.
- Luther College and Sodexo observe and enforce all State of Iowa liquor laws.

Sodexo/Luther College

APPLICATION FOR SERVING ALCOHOLIC BEVERAGES IN DESIGNATED AREAS ON CAMPUS

The Luther College Alcohol Policy allows the serving of alcoholic beverages within certain guidelines at specified events in “designated areas” on campus (Refer to the “Alcohol Policies and Procedures” in the College’s Policy and Procedures Guide). The following information is required.

Name(s) of Sponsor(s) _____

Type of Event _____

Type of Food Being Served _____

Alcoholic Beverage(s) (type and amount) _____

Non-Alcoholic Beverage(s) (type and amount) _____

Day and Date of Event _____

Location _____

Beginning Time _____ Ending Time _____ Number Attending _____

Security Required Yes _____ No _____

NOTE: Arrangements for purchasing alcoholic beverages must be made through Luther Catering. Iowa law and Luther College policy prohibit the consumption of alcoholic beverages by persons under the age of 21. Providing alcohol to a minor, or assisting a minor in any way in obtaining alcohol, is considered inappropriate behavior and is also a violation of State Law.

I/We have read the Luther College Alcohol Policy and agree to its terms and conditions.

Date Signature

COLLEGE SIGNATURES REQUIRED:

Director of Catering _____

Director of Dining Services _____