



**PROCEDURE: 3.3.6p.L.1**

**WGTC Alcohol on Campus Procedure**

**Adopted: 7/27/2022**

**Purpose:** Wiregrass Georgia Technical College (WGTC) utilizes the following procedure to evaluate, approve, and manage the consumption of alcoholic beverages on campus. **WGTC is governed by the provisions of federal, state, and local laws and applicable State Board of the Technical College System of Georgia policies and procedures.**

**Procedure:**

The president of Wiregrass Georgia Technical College has designated the following areas as locations where the service and consumption of alcoholic beverages may be authorized:

- Ben Hill-Irwin Campus: Charles Harris Learning Center Auditorium, Dorminy-Mixon Hall Auditorium, the quad area between the two buildings
- Coffee Campus: Student Center in Building 200, West Lawn
- Valdosta Campus: Lobby of Mark Hall, Brooks Hall Conference Center, Lobby of Morris Hall, Lawn
- Cook Campus: Front Lobby

Alcoholic beverages may not be carried or consumed outside rooms or areas designated for an approved event and listed above.

Events involving the service or consumption of alcohol will serve a business, economic development, civic, fundraising, or educational purpose. The service and consumption of alcohol shall not be permitted for purely social events. With respect to events held on Wiregrass Georgia Technical College campuses, there shall be no exchange of money involved with the service of alcohol, and a cash bar will not be permitted.

Only the President of Wiregrass Georgia Technical College and his/her designee may approve the service and consumption of alcoholic beverages on Wiregrass campus and satellite sites, or at Wiregrass sponsored events. Students or employees found partaking of alcoholic beverages outside the scope of this procedure will be subject to disciplinary action. The president may, at his or her sole discretion, decline to allow the service of alcoholic beverages at any particular event.

Sponsors will comply with all federal state and local laws governing the possession, sale, storage, and consumption of alcoholic beverages. In addition to any other forms required for facility rental, prior to the event and in sufficient time for consideration by the president of the college, the sponsor must submit a written request to serve alcohol on campus using the Alcohol On Campus Request Form and Agreement. Sponsors will be required to sign the agreement to indemnify and hold harmless the Technical College System of Georgia, Wiregrass Georgia Technical College, and its employees from any and all harm, injury, or losses which may arise as a result of the event.

The President or designee will ensure the sponsor receives copies of TCSG Policies and Procedures governing alcohol on campus. Appropriate security or other precautionary measures will be in place for an event during which alcoholic beverages will be served and/or consumed.

Each event will be handled on a case-by-case basis to determine the level of security required. The number of police/security officers needed at the event will be determined by Campus Police. Staffing is based on type of event, location, times, number of attendees, age of attendees, etc. Lessee will be responsible for all costs for police/security staffing and any other costs/fees as required by the contract. WGTC President may require additional precautions including, but not limited to the use of licensed caterers to dispense alcoholic beverages, limitations on time and duration of service, or a requirement to serve food at such events.

The President or his/her designee will ensure that alcoholic beverages will be securely stored if such storage is necessary preceding or following the event.

**Responsibility:** The Vice President of Economic Development is responsible for implementation of this procedure.

**References:**

TCSG Policy 3.3.6

Attachment 3.3.6p.a1 Alcohol On Campus Request and Agreement

Attachment 3.3.6p.a2 State Alcoholic Beverage Tax Law and Regulations Order Form

Attachment 3.3.6p.a3 Event Agreement Form