

Policy Number:
Policy: Alcohol Policy
Effective Date:
Revision Date: December 7, 2023
Approved by:

POLICY STATEMENT

100.00 Introduction and Purpose

Montana State University Billings is committed to a campus community environment that promotes the health, safety, personal development and academic success of students, faculty and staff. The Drug Free Schools and Communities Act, [20. U.S.C. 1145g, (34 CFR Part 86)], requires institutions of higher education to enact policies for preventing the unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees.

[This section below referencing the BOR policy is not new but just pulled from various sections of the old policy to make it read more clearly.]

The Board of Regents has adopted [Policy 503.1](#), Alcoholic Beverages, which establishes certain requirements and guidelines for the possession, consumption, sale, and distribution of alcoholic beverages on Montana University System property. These requirements include:

1. Within student housing, including Family Housing, consumption of alcohol is allowed only by persons of legal age. Legal consumption by students in on campus housing or their guests shall not interfere with the rights of other residents or cause the normal operation of residence halls/student housing to be disrupted.
2. Consumption of alcohol is allowed within approved areas on campus property used or rented by University employees or external customers. Refer to [formal approval process](#) for guidelines.
3. All other service or consumption of alcoholic beverages on campus property is prohibited unless approved through the [formal approval process](#).

200.00 Approval Process and Expectations:

1. Any request to serve alcohol at an on or off campus University sponsored event must go through the [formal approval process](#). Requests must be submitted at least 20 days prior to the scheduled event to allow for sufficient time for all necessary approvals.
- ~~2. Consumption of alcoholic beverages on property belonging to the Montana University System is prohibited except as expressly permitted.~~
- ~~3. Each unit may establish additional regulations, not in conflict with this policy, controlling the consumption of alcoholic beverages.~~
4. Consumption shall be in connection with a substantive event, such as a banquet, official entertainment, reception and **must be facilitated after business hours (5:00 pm)**. **Alcohol will not be permitted at any undergraduate and/or graduate student event.**

5. Non-alcoholic beverages and food must be made available at events where alcohol is served or sold.
6. Approved beverages include beer and wine only.
7. ~~All functions where alcoholic beverages are approved by the Chancellor must be coordinated with the Montana State University Billings Dining Service General Manager. The Dining Service General Manager will either make the arrangements with the caterer or secure the beverages.~~ Any sale of alcohol must be by an authorized vendor holding a valid liquor license and **catering endorsement**. Sale of tickets to an event where complimentary alcohol is served will be considered a sale of alcohol. The vendor must submit a copy of those documents to the Event Sponsor/Center for Engagement Event staff prior to the event.
8. Consumption of alcohol by persons under age 21 is prohibited. A system must be implemented to ensure that alcohol is not available to under-age persons or to persons who appear to be intoxicated. All sales and service shall be in compliance with Montana laws.
9. Any person who is authorized to serve or sell alcohol who has reason to question the age of a person ordering alcohol must verify age by requesting a photo identification that proves the individual is over 21.
10. ~~Locations must be approved by the appropriate building manager (i.e. Liberal Arts Building, Dean of Arts and Sciences). Building manager information can be obtained from the Student Union and Activities Office, SUB 219.~~ Alcohol may only be served or consumed in approved locations and access to the event must be controlled by the Event sponsor. **University Police are notified of all events where alcohol will be served and may have an officer present during the event.**
11. ~~Limited Time normally three (3) hours or less, with exceptions for special events. Service and consumption of alcohol must not exceed the duration of the event.~~
12. No consumption of alcohol by persons selling or serving alcohol is permitted.
13. Violations of any University regulation and local, state or federal laws, ordinances or regulations shall justify discontinuance of the event and denial of all future requests.

300.00 Residence Halls and Family Housing

1. The possession and consumption of alcohol is permitted in the privacy of a student's room or individual family housing unit, in accordance with applicable Montana State law (legal drinking age in Montana is 21). Alcoholic beverages may not be consumed in hallways, lounges, and other public areas.
2. Parties or activities involving large amounts of alcohol, as determined by residence hall policy, are prohibited in student rooms.
3. Residence hall social funds may not be used for the purchase of alcoholic beverages.
4. Incident reports involving Montana State University Billings students may be forwarded to the Dean of Students Office. MSUB disciplinary action will be considered and imposed as appropriate.

400.00 ASMSU Billings, Departmental and Other Registered Student Organizations

- ~~1. All functions using alcoholic beverages and sponsored by student groups or organizations must channel their requests to the Vice Chancellor for Student Access and Success who will in turn send them to the chancellor with a recommendation. ASMSUB, registered student organizations or any organized student group assembled independently or on behalf of Montana State University Billings or ASMSUB, will not be approved to serve alcohol on campus property.~~
2. Any off-campus events organized and/or sponsored by a student organization or ASMSUB which is open to the public and at which alcohol will be served shall be subject to the requirements of this policy. Refer to [formal approval process](#) for guidelines.
3. Organizational or ASMSUB funds may not be used to purchase alcohol.

500.00 University Events - Sports Facilities

Alcohol Concessions: Concession sales of alcoholic beverages will be contracted by MSU Billings to a private licensed vendor. Sales may begin no sooner than (1) hour prior to athletic events. Operations are subject to MSU Billings policies and state statutes.

600.00 External Groups Using University Facilities

1. External groups who rent university facilities for an event must request approval to serve alcohol at the event through the [formal approval process](#)
2. External groups sponsoring an approved event must adhere to Montana State law and University policies.

700.00 Exceptions:

The following campus locations do not require the use of an exclusive alcohol vendor for events with fewer than twenty-five (25) guests but are required to be in compliance with Montana State Law and University policies:

- Chancellor's Residence
- MSUB Foundation and Alumni Office

Events exceeding twenty-five (25) or more guests are required to have a licensed vendor or a staff member who has completed an alcohol server training program which has been approved by the Montana Department of Revenue. Programs approved are shown on the [Department of Revenue Website](#).