



Administrative Procedure

Chapter 3 – General Institution

AP 3561 – ALCOHOLIC BEVERAGES FOR NON-INSTRUCTIONAL PURPOSES

The San Diego Community College District, respective campuses, or representatives may not obtain a special license to sell or serve alcohol. In accordance with Board of Trustees Policy, BP 3560, *Alcoholic Beverages*, and Business and Professions Code Section 25608, the District may, under specific circumstances, approve the sale, possession, use, and consumption of alcoholic beverages on district facilities, including but not limited to the college campuses. Alcoholic beverages for non-instructional purposes are prohibited unless the conditions outlined herein are satisfied and proper authorizations have been acquired. For procedures pertaining to alcoholic beverages as part of an educational curriculum, see Administrative Procedure, AP 3560, *Alcoholic Beverages for Instructional Purposes*.

1. General Guidelines

- a. Unless otherwise outlined herein or in Administrative Procedure, AP 3560, *Alcoholic Beverages for Instructional Purposes*, the sale, possession, and furnishing of alcohol on campus is prohibited and is governed by California state law and these procedures.
- b. The possession, sale, consumption, or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control. College Police are primarily responsible for the enforcement of alcohol laws on campus. All District campuses have been designated “drug-free,” and only under certain circumstances, with prior approval, served by a licensed vendor, is the consumption of alcohol permitted for non-instructional purposes.
- c. The possession, sale, manufacture, and distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the College Police. Violators are subject to disciplinary action, up to and including criminal prosecution, fine, and/or imprisonment.
- d. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.
- e. It is a violation of this procedure for anyone to consume or possess alcohol on any District property, including public or private areas of any campus, without prior District approval. Organizations or groups violating alcohol or substance policies or laws may be subject to sanctions by the District in addition to any legal or criminal proceeding.
- f. No College or District general funds or public funds can be used for the purchase or provision of alcoholic beverages.
- g. All requests to serve alcohol at an event shall be submitted a minimum of 30 days prior to the scheduled event whenever practicable but may be modified by the District.

2. Approved Non-Instructional Events

In accordance with the procedures herein and authority provided by Board of Trustees Policy, BP 3560, *Alcoholic Beverages*, events falling into one of the following categories may submit a request to the designated official granting access for an approved vendor to provide services in which they will serve alcoholic beverages pursuant to and operating under the vendors Alcoholic Beverage Control (ABC) license for the event being held on the college campus. The hosting institution shall only approve an event where alcohol is requested to be served if the event is held at a time when classes are not normally in session or when the event is not reasonably likely to interfere with normal operations at the facility, building, or location. For purposes of this procedure, the following events shall be considered a Civic Center event as defined by Education Code Section 82542.

- a. Fundraising Events: An event held to benefit a nonprofit corporation. Alcoholic beverages may not be served or consumed at any athletic event.
- b. Special Events: Festivals, shows, private parties, concerts, theatrical productions, weddings, or other events held on the premises of the college and for which the principal attendees are members of the general public or invited guests and not students of the college.
- c. Private Events: District Foundation or auxiliary organization events.

3. Alcoholic Beverages for Non-Instructional Purposes

Alcoholic beverages are permitted on District property for Fundraising Events, Special Events, and Private Events, as outlined above, if the following conditions are satisfied:

- a. The alcoholic beverage is for use during a non-college event at a performing arts facility built on District property and leased to a nonprofit public benefit corporation; or
- b. The alcoholic beverage is for use during an event sponsored by a district or college nonprofit foundation, provided students in any grades from kindergarten to grade 12, inclusive, are not present at the facility; and
- c. The alcoholic beverage is possessed, controlled, consumed, and/or sold pursuant to the regulations and restrictions of the ABC license or permit of the approved vendor secured for the event being held at a facility of the college.

For additional information, see Administrative Procedure, AP 3561, *Alcoholic Beverages for Non-Instructional Purposes – ATTACHMENT A*.

Reference: Business and Professions Code § 24045.4, 24045.6, 25608, 25658, and 25668; 34 Code of Federal Regulations Part 668.46 subdivision (b)

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Revised:

(Supersedes New Procedure)