

College of Law Alcohol Policy

DePaul University College of Law (College of Law) students and student organizations, as well as journals and moot court, are expected to comply with each of the specified regulations for the consumption and possession of alcohol detailed below, as well as with any additional regulations listed in the [Alcohol Policy](#) in DePaul University's Code of Student Responsibility and any applicable local, state, or federal regulations or statutes.

Consumption on Campus

All possession or consumption of alcohol by students anywhere on the law school premises, including student organization offices, is prohibited, except in the following instance:

- ❖ Alcohol may be consumed on the law school premises if it is provided as part of an approved event (see the College of Law Student Organization Funding Policy to learn how to receive approval for events). In such instances:
 - Alcohol may only be consumed in the designated event space.
 - Consumption of alcohol which results in behavior that infringes on the rights of others in the community is prohibited.

Violation of this policy may be considered a violation of the DePaul Code of Student Responsibility and may lead to disciplinary action against a student organization, individual executive board members, or other students. Any student who encourages, supports, or condones the violation of these policies may also be subject to disciplinary action.

Alcohol at Student Organization¹ Events

Any student organization that did not have an executive board member in attendance at the College of Law Student Leadership Conference, held in the beginning of the Autumn semester each year, will not be considered in good standing and will not be permitted to host any events or otherwise be active for the duration of that academic year.

“Student organization events” refers to any and all events that are sponsored or hosted by a College of Law student organization, regardless of whether law school funds are used for the event or whether the event is on- or off-campus.

For all such events, student organizations must abide by the following:

- All student organization events must be approved events (see the College of Law Student Organization Funding Policy).

¹ Within this policy, any reference to “student organizations” includes law journals and the DePaul Appellate Moot Court Society, though they are not student organizations.

- All student organization events must have specific, substantive programming that is materially related to the student organization's mission and is of benefit to the law school community.
 - Consumption of alcohol should not be the focal point of the event.
- Alcoholic beverages may not be served or made available at student organization events without prior authorization from DePaul University's Office of Student Involvement.
 - The student organization's faculty advisor must approve the request to have alcohol present.
 - Student organizations must seek approval to have alcohol present at the event from their faculty advisor and the University at least one week prior to the event date. See the [Student Organization resources page](#) for the required alcohol permission request forms (note that there are different forms for on- and off-campus events).
- Each student organization is permitted to hold only one event per semester where alcohol will be served or made available.
 - If an organization wishes to host more than one event per semester where alcohol will be served or made available, the organization must, for each additional event, submit a request for approval to serve alcohol to the Director of Student Advising **at least two weeks prior to the date of the event** with the following information:
 - Full event details (date, time, location, speaker(s), purpose of event, target audience for the event, how event will be promoted, whether event is free or requires attendees to purchase tickets)
 - A statement regarding the purpose/benefit of having alcohol at the event
 - Decisions regarding requests to serve alcohol at events beyond the one event per semester that each student organization is permitted shall be made by the Dean of the College of Law, in consultation with the Associate Dean of Student Affairs.
 - If a student organization receives approval to serve alcohol at additional event(s), all other policies detailed in this policy must be adhered to, including the submission of other required approval forms
- Student organizations may not co-sponsor an event with an alcohol distributor, bar or tavern, or other organization where alcohol is provided free-of-charge.

Required Measures at Events Where Alcohol Will be Served and/or Consumed

The following requirements must be adhered to at any event where alcohol will be served or made available, whether the event is on-campus or off-campus:

- Food (non-salty) and nonalcoholic beverages must be present at the event, in a prominent location, and available throughout the duration of the event.
 - The amount of food must be proportional to the number of attendees.
- Alcohol must be provided and served by licensed, insured, and trained bartenders.
 - Bartenders must be Basset certified and empowered to stop serving per their formal training.
- If underage guests might be present at the event, risk management measures aimed at ensuring underage guests will not be served alcohol must be in place for the event. See the [Alcohol Policy](#) in the University's Code of Student Responsibility for additional information.

Additionally, for on-campus events, the following must also be adhered to, per University policies:

- There must be a bartender for every 75 guests expected (so if you are expecting over 75 guests, you must hire two bartenders).
- For on-campus events, only beer and wine may be served.
 - For off-campus events, the College of Law strongly discourages student organizations from sponsoring open bar events, especially at events where alcohol other than beer and wine will be served.
- Serving times should not exceed two and one-half hours (i.e., the bar cannot serve drinks past the 2.5 hour mark at the event) and there must be a limit of three drinks per person.
 - In order to manage the three-drink limit, wristbands with tear off tabs must be given to every event attendee.
 - For events with a serving period of less than two hours, there shall be a limit of two drinks per person.
 - The tabs on the wristband may only be removed by the bartender.
- A security officer must be present at the event, with the cost borne by the student organization.
- Board members and other event organizers from the sponsoring student organization are required not to drink alcohol so that they may effectively run and support their program.

Advertising

Per the University's [Display of Materials Policy](#) and [Student Organization Handbook](#), student organizations may not advertise the availability of alcohol in their event publicity.

- This applies to ALL event publicity, including online and verbal event promotion.
- Event publicity should emphasize the purpose and scope of the event, unrelated to alcohol.
- Event publicity may indicate that food and drinks will be served but no further specificity regarding the drinks may be included. No drink specials may be advertised.

Violation of any of these policies may lead to disciplinary action, against both the student organization and its individual executive board members or any other students. Please note that student organizations are held responsible for the activity of their members and for any activity that occurs at an event sponsored by the student organization.

Resources

Lawyers' Assistance Program

The Lawyers' Assistance Program (LAP) free and confidential services, including consultations, assessments, individual and group therapy, referrals, and interventions are available to all Illinois law students at no cost whatsoever. Law students can call LAP for assistance for themselves and for their classmates. Call 312-726-6607 or email gethelp@illinoislap.org. More information is available at <http://illinoislap.org/>.

An LAP clinician holds office hours at DePaul University College of Law once a month. No member of the administration is involved, which ensures absolute confidentiality. Walk-ins are welcome but students may also schedule appointments. Email Lubna S. El-Gendi, the Director of Diversity Programming & Outreach, at lelgendi@depaul.edu for additional information.

DePaul University's Alcohol & Substance Abuse Prevention Specialist

The Alcohol & Substance Abuse Prevention Specialist is the point of contact for all outreach and initiatives pertaining to responsible substance use. Students who are found responsible for violating DePaul University's alcohol policy may be mandated to

meet with the Alcohol & Substance Abuse Prevention Specialist. Students who have concerns about their alcohol use (or someone else's) may contact the Alcohol & Substance Abuse Prevention Specialist at any time and will not get into trouble for seeking help or information. The Alcohol & Substance Abuse Prevention Specialist can be reached at (773) 325-4550.

University Counseling Services

University Counseling Services (UCS) is committed to providing a range of services intended to help currently enrolled DePaul students remove barriers to academic and personal success by addressing emotional, psychological, and interpersonal concerns.

Contact the UCS loop office at 312-362-6923. Additional information is available here: <http://offices.depaul.edu/student-affairs/about/departments/Pages/ucs.aspx>.