

 University College of the North  <b>Policies &amp; Procedures Manual</b>	<b># Pages:</b> Page 1 of 3	<b>Procedure Number:</b> AD-01-04
	<b>Approved by:</b> President's Council	
<b>Section:</b> ADMINISTRATION – GENERAL	<b>Effective Date:</b> May 13, 2024	
<b>Title:</b> Alcohol on UCN Premises	<b>Replaces:</b> NEW	

## POLICY STATEMENT

University College of the North (UCN) is committed to creating and maintaining a safe environment for students, staff, guests and visitors. UCN shall ensure that any special event/occasion in which alcohol is served on UCN premises or is consumed within Student Housing is managed effectively and in accordance with all legislation and regulations related to the sale, service, and consumption of alcohol.

## PURPOSE OF POLICY

The purpose of this policy is to prioritize a safe and respectful atmosphere surrounding alcohol use and to inform the UCN community about the specific conditions, requirements, and practices regarding the consumption, sale and service of alcohol on UCN premises. UCN shall adhere to the regulations set forth by the Liquor Control Act, The Liquor, Gaming & Cannabis Control Act, and the Liquor, Gaming & Cannabis Authority of Manitoba (LGCA).

## DEFINITIONS

**UCN Community** - Governing Council, Learning Council, Council of Elders, employees, students, volunteers, visitors, contractors, suppliers of services and their employees, lessees/renters of space, and any individuals who are directly connected to any UCN initiatives.

**UCN Premise** – refers to UCN grounds and facilities, either rented, leased, or owned, or UCN-owned or run property or equipment, including UCN student housing.

**Special occasion/event** – refers to facility bookings for a corporation, partnership or non-profit organization for the purposes of an organization function, convention, or charitable fundraiser.

## GENERAL GUIDELINES

1. All members of the UCN community are required to attend to the requirements of their related work or learning expectations in a fit condition, free from impairment due to the effects or after-effects of alcohol, and to maintain a safe and healthy work and learning environment as outlined in UCN policy *AD-01-03 Impairment – Drugs and Alcohol*.
2. UCN has the authority to deny access to any UCN premise where there is reasonable cause to believe that an individual is impaired or under the influence of alcohol.

3. The consumption of alcohol on UCN premises is prohibited except in situations addressed within this policy.

## **PROCEDURES**

### **1. Controlled service of alcohol at special occasions/events**

The controlled service of alcohol on UCN property may only be permitted at the main campuses in The Pas and Thompson during authorized special occasions/events. In such cases, authorization must be granted by the Vice-President of Finance and Administration or designate, and all associated licenses and permits must be obtained by the LGCA.

- a. The procedures for booking UCN facilities for special occasions/events are outlined in UCN policy *FA-02-01 Facilities Usage*. As per UCN policy *FA-02-01 Facilities Usage*, the organizer of the event must sign and agree to the terms and conditions of the Facility Use Agreement.
- b. Organizers of any authorized special occasion/event must obtain and abide by all stipulations of the licenses and permits issued by the LGCA, as well as all related UCN policies.
- c. Organizers of events shall ensure that they have appropriate server and security personnel trained in responsible alcohol service and handling intoxicated individuals. It is strictly prohibited for servers and security personnel to consume alcohol immediately before or while on duty.
- d. Organizers of events shall ensure that appropriate signage is posted at the event entrance and at the bar that outlines the proof of age requirements, service rules, and behavioural expectations. Attendance at events in which alcohol is served on campus is limited to those who are 18 years of age or over.
- e. Organizers of events must encourage and promote alcohol moderation and provide food and non-alcoholic beverages.
- f. Where alcohol tickets are sold, the minimum selling price shall be no less than the rate established by the LGCA.
- g. Raffles are not permitted without a social occasion raffle license issued by the LGCA. Prizes must not include any type of alcoholic beverage.
- h. Any event that involves the serving of alcohol must not disrupt regular business operations. Organizers of events must adhere to the start and end times authorized for the facility booking rental/usage.
- i. UCN Security will conduct regular checks at events where alcohol is served. If any breach of LGCA rules and regulations or UCN policies is found, UCN Security has the authority to issue a warning to the event organizer or shut down the event entirely.

### **2. Consumption of alcohol within Student Housing**

UCN is committed to ensuring residents in UCN Student Housing who use alcohol do so safely and responsibly. The responsible consumption of alcohol inside a resident's student housing unit is permitted, provided that the resident(s) follow all federal and provincial legislation and regulations, as well as the rules and standards outlined in the UCN Student Housing Handbook.

UCN enforces strict rules related to the conduct and behaviour of residents in Student Housing around the use of alcohol. Residents found to be in violation of these rules may be subject to disciplinary action in accordance with the Student Housing Handbook.

## **RELATED POLICIES/DOCUMENTS**

AC-01-27 Student Discipline  
AD-01-03 Impairment – Drugs/Alcohol  
FA-02-01 Facilities Usage  
Facility Use Agreement  
Student Housing Handbook

## **RELATED INFORMATION**

Government of Manitoba. *The Freedom of Information and Protection of Privacy Act.*  
<https://web2.gov.mb.ca/laws/statutes/ccsm/f175.php?lang=en>

Government of Manitoba. *The Personal Health Information Act.*  
<https://web2.gov.mb.ca/laws/statutes/ccsm/p033-5.php?lang=en>

Government of Manitoba. *The Liquor Control Act.*  
<https://web2.gov.mb.ca/laws/statutes/reccsm/l160e.php>

Government of Manitoba. *The Liquor, Gaming & Cannabis Control Act.*  
[https://web2.gov.mb.ca/laws/statutes/ccsm/\\_pdf.php?cap=l153](https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=l153)

Government of Manitoba. *Liquor, Gaming & Cannabis Authority of Manitoba (LGCA): Legislation and Regulations.* <https://lqcamb.ca/legislation-and-regulation/>