

POLICY FOR GRADUATE COMMUNITY EVENTS (MFA/MA) WITH ALCOHOL Revised Summer 2022

Overview

It is the general policy of the Maryland Institute College of Art to prohibit the service and consumption of alcohol at College openings and events for graduate students. However, members of the graduate community may request permission to **host graduate community events with alcohol** in approved graduate student areas. The service and consumption of alcohol for undergraduate students at College events is not permitted.

Events must be registered and hosted by two sponsors (students, staff, or faculty) who agree to uphold the responsibilities outlined in the Events with Alcohol agreement. If the event is BYOB, a MICA Campus Safety officer is required to monitor the event for its duration. Parkhurst and/or Campus Safety personnel are confirmed through the Office of Graduate Studies. If alcohol will be served for general use, a bartender, contracted through Parkhurst, MICA Dining Services, is required to distribute the alcohol. All costs associated with food/beverages and bartender hourly fees are the responsibility of the sponsoring program.

If an event is planned **for over 50 people**, both a bartender and Campus Safety monitor is required regardless of distribution method.

Event Sponsor Responsibilities

Sponsors must be present for the duration of the event, must maintain control of the location and must ensure all legal obligations and College policies associated with the use of alcohol on premises are respected. Persons who are intoxicated or appear close to being intoxicated must be refused alcohol. Additionally, any guest whose conduct is disruptive, violent and/or threatening or poses any other risk to the guests or to the College must be reported immediately to Campus Safety.

- Alcohol may only be served and consumed during the approved hours
- The event must take place solely in the location listed and with the number of guests indicated
- Under no circumstances may a student depart with an open container of alcohol
- Unopened alcohol should not be left in event spaces or lounge refrigerators
- The location must be returned to a good, clean condition. Any event related charges may be levied against the responsible individual, group, or hosting office (maintenance fees, cost of repair to damaged property or the cost of replacement of lost property.)
- Only invited guests may have access to the event location. Any planned inclusion of

non-MICA guests must comply with the College's current Operational Mode.

- The Event Registration Form must be readily available for review by staff, faculty, campus safety officers or other college representatives at all times or displayed onsite at the event.
- MICA faculty, staff, and or Campus Safety officers monitoring the event may ask to see student ID cards and other applicable identification to determine the age of any person in attendance at the event.
- Alcoholic beverages may not under any circumstances be used by, possessed by or distributed to any person under 21 years of age.
- Non-alcoholic beverages and food must be provided.

APPROVED GRADUATE STUDENT AREAS

Graduate seminar rooms and classrooms in Lazarus Center/1801 Falls Road, Fox Building, and Brown Center + shared lounges on LL, 4th and 5th floor of Lazarus Center/1801 Falls Road

PARKHURST BARTENDER SERVICE FEES AND PACKAGES

AY22 Parkhurst Bartender Fees to service a beer and wine bar are \$36.00 per hour with a 6 Hour minimum and must include a cost per person package of plastic cups, ice, bottled waters, assorted sodas, and cocktail napkins. Food, which is a requirement for events with alcohol, may be purchased additionally through the Parkhurst catering menu. Estimated costs for a 30 person event is a \$300 minimum + the cost of food/beverages.

REQUEST PROCESS

An [online Event with Alcohol Registration Form](https://mica.edu/gradcommunity) is available through mica.edu/gradcommunity and must be received at least ten business days prior to the proposed event. The Office of Graduate Studies will send approval to Event Sponsors via email within 3-5 days of receipt and inform the Office of Events and Campus Safety for general safety and College scheduling purposes.

MICA POLICY REGARDING INDIVIDUAL CONSUMPTION IN STUDIOS

All MICA studios are considered dedicated workspaces for the purpose of teaching and learning. As such, it is strictly forbidden to individually possess or consume alcohol in MICA studios or classroom areas. Open containers of alcohol are not permitted in any of the public or common spaces on campus, including courtyards, stairwells, or parking lots. Multi-quart containers such as kegs are not allowed in any campus-owned or -controlled space. Students who violate this policy will be subject to disciplinary action.

Students may not have full, partial, or empty containers of alcohol in their college-provided studios. In the case of containers found in individual studio spaces, the containers will be confiscated and the student responsible for the space may face disciplinary action, including the loss of the studio for the remainder of the semester. Other sanctions will be determined on a case-by-case basis.

PROHIBITION OF SERVICE AND CONSUMPTION OF ALCOHOL FOR PERSONS UNDER 21

Maryland Institute College of Art is committed to enforcing Maryland state law and College policies that prohibit persons under the age of 21 from possessing, serving, or consuming alcohol. In addition, MICA actively discourages those 21 years and over from abusing alcohol. Accordingly, the unauthorized possession or use of alcoholic beverages on College-owned or -controlled property, including student residences, is expressly forbidden. As adults, students bear ultimate

personal responsibility for knowing and adhering to state and federal law.