

Employee Questions/Comments

2215-Service of Alcoholic Beverages for Special Events (Procedure)

Questions/Comments #1	
Questions/Comments	<p>I think we have some awkward wording in a few places.</p> <p>Paragraph two:</p> <p>Once approved by the Foundation EDIA, the form will be sent to the College President, or the President's designee, to know the identity of the individual or entity contracted to serve alcoholic beverages and the location of the event.</p> <p>There are likely a multitude of ways to clean this up, and others who are far better than I am to tackle that, however, one suggestion might be:</p> <p>Once approved by the Foundation EDIA, the form will be sent to the College President, or the President's designee, ensuring essential details for the event including identification of the entity contracted to serve alcoholic beverages and the location of the event, are on file with the President's Office.</p> <p>Bullet list: (Should we collapse the two lists into one? Aren't they all things that we want assurance on?)</p> <p>The individual identified on the request as the Event Supervisor assumes responsibility for individuals or organizations approved under this procedure, and makes the following assurances:</p> <ul style="list-style-type: none">• [I think one is fine but, are one and two both necessary...?]• [current bullet three] Only Barton Community College employees are authorized to submit requests for special events where alcoholic beverages can be served.<ul style="list-style-type: none">○ [the rest are moved up from the second bullet list]• Only approved guests may be offered...• The Event Supervisor will be in attendance for the duration...• If underage attendees are present...• Food and non-alcoholic beverages...• No alcoholic beverages may be removed from the area designated for alcoholic beverage service.• All alcoholic beverages which remain unserved...• At least one Barton Campus Safety Officer (?), or other authorized Barton employee...

	Angie Maddy
Overseer Response(s)	Thank you for your comments. The two sections are separated to denote that the first section is institutionally focused, and everyone must abide by them, and the second is the direct responsibility of the event supervisor to put into practice. That said, the group working on this policy will review these recommendations with all others received and work through each for the second reading.
	Lindsey Bogner

<u>Questions/Comments #2</u>	
Questions/Comments	
Overseer Response(s)	

<u>Questions/Comments #3</u>	
Questions/Comments	
Overseer Response(s)	

<u>Questions/Comments #4</u>	
Questions/Comments	
Overseer Response(s)	

<u>Questions/Comments #5</u>	
Questions/Comments	
Overseer Response(s)	