

Liquor service at MacEwan University

Become informed before your first holiday party about your responsibilities related to the MacEwan liquor service and permits policy. MacEwan University is committed to the protection, health and safety of its students and employees and to the protection of its property. The University must ensure compliance with the policies of the *Alberta Gaming and Liquor Commission (AGLC)* and the *Alberta Gaming and Liquor Act* and its associated regulations for social responsibility and integrity in the licensing, sale and service of liquor on its premises or at events under its jurisdiction or sponsorship. View the [policy details online](#) to find out more. If you have questions, contact: **Susan Cooper, senior manager, Hospitality Services at coopers@macewan.ca or 780-497-5049.**

FAQs:

Who does the policy effect?

All departments, staff or contractors at MacEwan hosting an event that serves or sells liquor while conducting university business on or off university property. When holding events on university property the policy also Students' Association of MacEwan University, Faculty Association and MacEwan Staff Association events fall under university licenses and policy.

What events does this policy apply to?

Any event or activity:

- organized, hosted, sponsored or co-sponsored by a MacEwan faculty, school or department, staff or board member,
- on university-owned/leased facilities or an off-campus location,
- where MacEwan funds are spent organizing, operating or reimbursing costs related to the event,
- that could reasonably be perceived as a MacEwan event due to involvement of MacEwan faculty, staff or board members,
- held by SAMU, FA, MSA on any campus when liquor is served.

Who is responsible for ensuring there is responsible consumption of liquor?

Everyone. Based on the university's food service agreement, all alcohol must be purchased, served and sold by Catering Services staff who have the minimum training and certification required by AGLC. However, at a university function, everyone is responsible for ensuring safe consumption of alcohol. By holding, hosting or co-sponsoring the event, MacEwan assumes host liability (responsibility for the behavior of guests who drink to

excess) and duty of care (responsibility to protect guests from any harm associated with consumption of alcohol). We are all responsible for our own behavior. Please consume alcohol responsibly.

What is responsible consumption of liquor?

Consumption of liquor in a manner that doesn't diminish mental or physical abilities or affect normal and socially acceptable behavior (behavior within the bounds of propriety expected at the type of social occasion).

Who is responsible for deciding when someone is intoxicated?

Staff serving the alcohol are responsible for determining and refusing liquor service to an intoxicated person. Hosts, staff or guests at the event also have the authority and responsibility to stop alcohol service to someone who is intoxicated.

How do I order liquor services for my event?

This is done as part of your food and beverage order with MacEwan's Catering Services.

Can alcohol be served anywhere at any MacEwan campus?

No. Special function space and some classrooms regularly used for events involving liquor service are pre-approved for liquor service annually by AGLC and are listed on the university's license. Not all classrooms, meeting rooms or university areas are licensed and may need to have the license extended to them. *NOTE: It can take up to seven working days to gain approval from AGLC to extend a liquor license. Leave enough time in your planning for this.*

Does food always have to be available when liquor is served? If so, what type of food service is needed?

Yes. According to AGLC Regulations, food must be available during the hours liquor service is offered. Our Catering Manager will help you plan a menu that meets AGLC requirements. Potato chips, nuts, nachos and salsa are not an acceptable level of food service according to AGLC regulations.

Who holds MacEwan's liquor licenses? All licenses are in the name of the Board of Governors of Grant MacEwan University. The Vice President – People and Resources is the Executive Officer responsible for the licenses and the senior manager – Hospitality Services, is responsible for the day to day administration and procedures related to the licenses. MacEwan's food services contractor (ARAMARK HIGHER EDUCATION) has the sole right and responsibility for providing all liquor services and sales on all university premises and for ensuring all AGLC Regulations are followed.

What about liquor at potlucks?

Alcohol is not permitted at any potluck functions as this would violate AGLC Regulations and put MacEwan's liquor licenses at risk. A potluck function includes:

- an informal group of faculty, staff or students who have contributed home-made dishes or baking
- food ordered in and paid for by personal contributions like ordering pizza