



## Student Organization Safety Guidelines

The university is committed to creating a safe and engaging student experience. Student organizations are encouraged to continue bringing students together, and there are many possibilities to host student organization meetings, events, and programs safely on and off campus. We know that safe events include physical distancing, face coverings, and limiting capacity. As our understanding of the virus within our community continues to shift and evolve, please note that these guidelines may change.

### Standard Safety Guidelines\*

- Practice physical distancing.
- Limit activity capacity. Follow safety and capacity guidelines set by the host facility and understand your role in ensuring compliance of their stated policies and practices.
- Wear face coverings. Please provide a remote option for members who may have a disability or medical condition that interferes with their ability to wear a face covering.
- Clean and sanitize frequently.
- Request members to monitor their own health, participate virtually if displaying any COVID-19 symptoms, and [get tested regularly](#).

### On-Campus Opportunities

- Space is available on campus to host meetings, events, and activities! Connect with Russell House Event Services to discuss your ideas, find available space, and create a plan that meets the needs of your organization. Email [sareserv@mailbox.sc.edu](mailto:sareserv@mailbox.sc.edu) to start the conversation for your events that will ensure the safety of your participants. Find more information and details [here](#).
- Sport clubs connect with Sport Programs through [sportprograms@mailbox.sc.edu](mailto:sportprograms@mailbox.sc.edu) to explore what is possible and create a plan!

### Off-Campus Opportunities

- Off-campus events should not exceed 50 people. It is recommended they are hosted at public venues that practice the above standard safety guidelines.
- If small gatherings occur in private residences, they should comply with the ordinance of the City of Columbia, Richland County, or another municipality in which the event may occur. [Visit this website for updates and details](#). Violations would likely result in fines, citations, and referral to university conduct process.
- The institutional travel freeze also applies to student organizations. Conducting student organization business that adheres to the above standard safety guidelines (activities, meetings, events) within the Columbia Metro Area is encouraged. The Columbia Metro area is defined as a 25-mile radius from the Russell House.

### Best Practices

- Use RSVPs as a tool to monitor attendance, manage wait lines, and for contact tracing. Consider using Garnet Gate and its [Event Pass](#) tool to record RSVPs and attendance of students. Keep in mind that your venue or activity may require an RSVP as part of their safety guidelines.
- Activities involving food, alcohol, singing, dancing, or other physical activity may reduce venue capacities or require additional safety precautions or fees.
- Be mindful of the [campus alert level](#) regarding positive COVID-19 cases. If the alert level changes, the details and status of your activity may be impacted. Be prepared to reduce event capacity or pivot to a hybrid or virtual format.
- Virtual and hybrid student organization gatherings may be best at times. Resources available to student organization leaders include [Microsoft Teams](#) using your university login and access to a [premium Zoom business account](#) through Student Government. Live streaming options include Vimeo, Instagram Live, and YouTube. Virtual event information can be posted on [Garnet Gate](#) and the 25Live calendar ANNOUNCE option for interested attendees to view.
- If you have questions or ideas, reach out to [lsc@sc.edu](mailto:lsc@sc.edu) to explore possibilities.



### **Responsibility of Student Organization Leaders**

Student organizations play an integral part in protecting members and reducing the spread of COVID-19 on campus and in the surrounding Columbia community. As a leader of your organization, demonstrate your commitment to keep the University of South Carolina community in good health by taking the [#IPledgeColumbia](#) and honoring it during the semester.

Empower your members to hold each other accountable to these public health guidelines. If a member of your organization does not comply, we encourage you to ask them to do so. After repeated requests asking the person to address their behavior, fill out a [public health directive incident report](#) on the Office of Student Conduct website.

All student organization activities must follow university policies and procedures, university risk mitigation guidance and those procedures established for the activity, and any requirements established by federal, state, and municipal government directives. Any violation of the University's Student Code of Conduct, including the above guidelines, can result in disciplinary conduct proceedings.

*\*These guidelines are informed by the [Center for Disease Control \(CDC\)](#), [South Carolina Department of Health and Environmental Control \(SCDHEC\)](#), and [University of South Carolina public health guidelines](#).*