

## Student Organization Gathering Guidance

The university is committed to creating a safe and engaging student experience. There are many possibilities for student organizations to bring students together and host gatherings (meetings, events, and activities) safely on and off campus. For any gathering, enter the planning process knowing your goals, work with your venue to bring your ideas to life, and create your marketing and risk management plans accordingly.

### 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 using the following [considerations for safe gatherings](#).

- The university strongly encourages all students, faculty and staff to [get vaccinated](#) if you haven't already done so to protect yourself and others. For details about where and when vaccines are available on campus, visit our [COVID-19 Vaccine Information](#) page.
- Pay attention to these sources for safety guidance: [Centers for Disease Control and Prevention \(CDC\)](#), [South Carolina Department of Health and Environmental Control \(SCDHEC\)](#), and [University of South Carolina safety guidelines](#).
- Be mindful of the [campus alert level](#) regarding positive COVID-19 cases. If the alert level or positive rate 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 if needed.
- Through planning and promoting your student organization gathering, request members and visitors to self-monitor their own health for symptoms, participate virtually if displaying any COVID-19 symptoms, and [get tested regularly](#) if they are not vaccinated.
- 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.

### Questions to Consider When Planning Gatherings:

- Are [face coverings](#) needed?
  - o Follow venue guidance and regulations for the use of face coverings.
  - o Face coverings will be required at all times inside all campus buildings unless you are in your own residence hall room, private office or you are eating inside campus dining facilities.
  - o They are also required on shuttles, buses and other forms of university transportation.
- Is [physical distancing](#) needed?
  - o Activities involving food, alcohol, singing, dancing, or other physical activity may require physical distancing, reduced venue capacities, or require additional safety precautions or fees.
  - o When an indoor event involves any food and beverage service, you are strongly encouraged to provide adequate space for physical distance when participants are actively eating or drinking.
- Is a virtual option needed?
  - o Virtual and hybrid student organization gatherings may be best at times. Consider the purpose of your gathering and if a virtual option could be beneficial. Please provide a virtual option for members who may have a disability or medical condition that interferes with their ability to attend the gathering.
  - o Virtual resources available to student organizations include:
    - Host virtual gatherings through [Microsoft Teams](#) using your university login.



- Virtual event information can be posted on [Garnet Gate](#) and the 25Live calendar ANNOUNCE option for interested attendees to view.
- 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.
- Live streaming options include Vimeo, Instagram Live, and YouTube.

### On-Campus Resources

- Space is available on campus to host gatherings in the Russell House and academic spaces!
- 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!
- Fraternities and sororities should review the [Event Notification Process](#) with the **Office of Fraternity and Sorority Life** and contact [sagreeks@mailbox.sc.edu](mailto:sagreeks@mailbox.sc.edu) if they have any questions.
- If you have questions or ideas, leadership coaches are available in the **Leadership and Service Center** to help you explore possibilities through [student organization coaching](#).