



## RSO Event Guidelines - August 6, 2021 Guidelines - Fall 2021

RSO (Registered Student Organization)/Greek Life events held on campus are subject to the August 2, 2021 Guidelines for Events on Campus.

These guidelines and protocols will be adjusted as needed in accordance with CDC, state, and University guidance.

1. Quick Takeaways
  - a. Event attendees must wear a mask at all times inside. Refer to Louisiana Department of Health guidance here: [Coronavirus Disease 2019 \(COVID-19\) Factsheet](#)
  - b. Off-campus events and activities may be allowed pending approval of the organization's written plan to adhere to all state COVID guidelines.
  - c. RSOs are required to submit attendance rosters after all events for contact tracing to the appropriate student engagement representative: RSO Advisors must be present for all in-person activities.
2. Definitions
  - a. Meeting - a sit-down function where RSO members enter a facility, sit/stand in a specifically designated spot to conduct a business meeting, then exit the facility.
  - b. Social Event/Activity - a gathering hosted by an organization that involves active movement and socialization around a facility (movie nights, gaming activities, block parties).
3. Responsibility and Enforcement
  - a. Set an example for the people attending your activities. If you see a group of people not wearing a mask, ask them to put on their mask. The chain of responsibility is as follows:
    - i. Students
    - ii. Student Leaders
    - iii. RSO Advisors
4. Meetings
  - a. A meeting is defined as a sit-down function where organization/group members enter a facility, sit/stand in a specifically designated spot to conduct a business meeting, then exit the facility.
  - b. Attendance capacity will be based on room size.
  - c. Everyone must wear a mask indoors at all times.
5. Lobby Table
  - a. No communal candy bowls, pen jars, or other giveaways where students grab items for themselves.
6. Fundraisers
  - a. On Campus fundraisers with food - All food must be provided by Sodexo
  - b. Off Campus fundraisers must be requested through the Student Organization "Off Campus" Activity Request Form
7. Social Event/Activity
  - a. A social event/activity is defined as a gathering hosted by an organization that involves active movement and socialization around a facility (movie nights, gaming activities, block parties, etc.)
  - b. Confined common use spaces such as jump houses, ball pits, haunted houses, and similar spaces where distancing between individuals and small groups are not practical, or where surfaces that are subject to frequent touching cannot be regularly sanitized, shall remain closed during this time.
8. Events With Food, Beverage and/or Alcohol
  - a. Food must be purchased from Sodexo unless the event is a closed/private (current organization members only) event.
    - i. Closed events (current members only) can self-cater.
  - b. A served (sit down) meal using Sodexo as the caterer is allowed but only 4 people allowed per round table unless they are from the same household.
9. Indoor Events
  - a. Everyone must wear a mask at all times unless actively eating or drinking. When eating or drinking, please socially distance yourself.
10. Outdoor Events
  - a. Confined common use spaces such as jump houses, ball pits, haunted houses, and similar spaces where surfaces that are subject to frequent touching cannot be regularly sanitized, shall remain closed during this time.
11. Venue/Room Capacity and Availability
  - a. No Venue/room capacity limits at this time unless food and beverage are being served.
12. University Resources
  - a. [Nicholls State University Return to Campus Website](#)
  - b. [Student Organization Website](#)
  - c. [Greek Life Website](#)
  - d. [Counseling Center Website](#)

**Failure to comply with meeting and event guidelines will result in a referral to the Conduct and Accountability Office and consequences will be decided upon by the Student Affairs staff, which can include organization/chapter suspension.**

**Student Organization Presidents/Leaders are responsible for ensuring that all members of their organization are aware of the above event guidelines.**

By signing below, I agree to abide by all policies governing the use of facilities at Nicholls State University:

\_\_\_\_\_  
Organization President Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization Advisor Signature

\_\_\_\_\_  
Date