COVID-19 Back to Bloom Campus Guidelines

for Student Clubs and Organizations

(effective August 1, 2020 until further notice; amended February 1, 2021)

For assistance or questions, please contact storgs@bloomu.edu

1. All meetings, activities, recruitment efforts, presentations, tournaments, games, practices, projects, initiatives and events are strongly recommended to be conducted virtually whenever possible.

2. All participants engaging in a face-to-face interaction (tabling, meeting, activity, event, project, initiative, etc...) must:
   a. Have completed a COVID test and received a negative test result sticker from the BU Health Center. This sticker must be displayed on the back of their BU ID card and showed to staff at entrances to campus buildings. BU students without the sticker on their ID will not be allowed to enter facilities such as Kehr Student Union, Student Rec Center, Andrucci Library, Residence Halls, etc...
   b. be wearing an appropriate facial covering and follow campus COVID guidelines as communicated through Marketing and Communications in the Back to Bloom plan on the Bloomsburg University website.
   c. be aware that they are highly encouraged to regularly sanitize/wash their hands and avoid touching their face
   d. abide by social distancing guidelines and maintain at least 6’ social distancing, even with a facial covering on
   e. follow all directional signage displayed on walkways, hallways, doors, walls, entrances, exits, elevators, etc...
   f. adhere to the amended space capacities posted in EMS (Event Management System) for anything they are hosting or participating in
   g. be aware that there cannot be any social gathering, meeting, event, project, tabling or initiative beyond the stated capacity as outlined by the location on campus in accordance with Public Safety and State of Pennsylvania guidelines. (Capacities for locations may change throughout the semester.)

3. If organizations would like to coordinate a tabling opportunity, meeting, activity, event, project, initiative, etc., IN-PERSON, the student event organizers and their organizational advisors must be aware that:
   a. Some reservable spaces on campus have been re-designed with standardized layouts to be in compliance with social distance guidelines and capacity limits. Furnishings in those rooms are not permitted to be moved or re-arranged.
   b. Other reservable spaces on campus have been deemed flex spaces and special set-ups may be requested. EMS schedulers will review all set-up requests and approve/decline based on COVID guidelines.
   c. Event planners should prioritize outdoor venues where social distancing can be maintained as much as possible.
   d. Vocal and staged performances of any kind are not permitted until further notice due to the higher probability of spread through projection of air droplets
   e. All travel previously funded or supported by CGA has been deemed non-essential and will, therefore, be prohibited until further notice. CGA vehicles will not be available for reservations.
   f. Groups are not permitted to bring food to an event, activity or meeting unless items are commercially acquired and individually pre-packaged
   g. Only pre-packaged commercially produced food/drinks can be served
h. Fundraisers may only occur through virtual means. A fundraising and service project form must be completed on HuskySync two weeks prior to any online fundraising project before a club begins one.

i. All food and beverage at events must be provided and distributed by Aramark. Host or guest prepared food or beverage is prohibited (i.e. potlucks, bake sales). All in-person events whose sole purpose is to sell food are prohibited (i.e. bake sales, spaghetti dinner, pancake breakfast or delivery).

j. Tabling around campus will be limited to the reservation of just 1 rectangular table and 2 chairs behind it.

k. An advisor to the organization MUST be present the entire time at any tabling event on campus.

l. Students and student organizations will temporarily NOT be able to reserve campus space for tabling, an activity, event, meeting, project or initiative themselves. Only organization advisors and university professional staff will be permitted to request space on behalf of the student or student organization.

m. Student organizations MUST be registered and approved in HuskySync to be considered active for the 2020-2021 academic year, organize events, conduct meetings, recruit new members, engage in activities (virtual or in person), access funds in Community Activities Office, reserve spaces, etc... To register your group: go to https://bloomu.presence.io and click on “Create Organization” Questions: contact gkinzel@bloomu.edu

n. Organization Advisors will be required to physically attend the entire time period in which tabling, meetings, activities, events, projects and initiatives are conducted in-person on campus with the organization.

o. Event organizers, in collaboration with their organization advisor, must monitor entrances and exits of approved spaces for their events in order to prevent congregation.

p. For Kehr Student Union, there will only be one main entrance to the facility: Husky Lounge doors.

q. Advisors will expected to also ensure that attendance is being taken by the executive board/student event organizers and recorded in HuskySync. Download the free Presence Checkpoint App on phones. You’ll get a unique four digit pin code for each event from HuskySync that you use for attendees to track their attendance when they sign at each event. Attendance must include event host(s), and those working or volunteering at the event. This information may be utilized for contact tracing purposes in compliance with federal and state privacy regulations.

r. An “Event Registration” form must be completed at least 2 weeks in advance through HuskySync. This form can be filled out by either the advisor or an executive board member.

s. Non-BU (outside individuals or guests) will not be permitted to attend any student organizational sponsored tabling, events, activities, meetings, projects or initiatives held on campus.

t. No loitering or lounging in a facility will be permitted

u. Kehr Student Union Conference/meeting spaces will not be cleaned between use. Groups should make plans to bring cleaning materials. Touchless hand sanitizers will be stationed outside each area and a limited supply of disinfectant wipes will be available. Occupants are encouraged to wipe down tables and chairs prior to use.

v. Kehr Union Games Room will be open Tuesdays – Saturdays 3pm – 11pm.

w. Kehr Union will be open Mondays 8am – 6pm; Tuesdays – Fridays 8am – 11pm and Saturdays 3pm – 11pm.

x. KUOSI (Kehr Union Operations and Student Involvement) staff will be conducting building rounds regularly throughout each day to support students, events and operations and ensure COVID event guidelines are being followed. Failure to follow direction of a KUOSI staff member to ensure the safety and well-being of everyone may result in a referral to the Dean of Students and/or BUPD for non-compliance with the Student Code of Conduct.

y. All students must accept the Statement of Understanding (SOU) by completing the task in MyHusky.