Permitted Student Organization Activities (Updated as of August 31, 2020)

The following activities are allowed to be requested to be held beginning September 13th. The normal form deadlines of Mondays at 4pm for activities the following Sunday-Saturday are in effect. This is subject to change as the semester continues. Always check www.usm.edu/lsi for the latest information.

**Tabling Parameters**

1. The only approved locations are the Union Lobby and TCC Lobby at this time in the hours permitted by Conference & Events Services. No bake sales are permitted at this time. Tabling should only be for marketing or publicity purposes.
2. Tables are provided by CES in only the approved locations. You must look for your organization’s name reserved on the table you are to occupy. No exceptions.
3. Hand sanitizer must be available at the table (LSI has mini bottles should you need some).
4. Only two people MAX are permitted to table for each organization. Face coverings are required to be worn by all. You will be provided with one 8ft table (this allows for more distancing) and 2 chairs only.
5. Handouts/flyers/passed out materials should not be used unless absolutely necessary. Consider a larger display with QR codes or a website to direct people to get more information.
6. Anyone who approaches the table must do so at a distance of at least six feet from the table and no crowding or gathering should occur. You are responsible for managing your table.
7. Due to limited availability, groups will only be able to table up to two times per week at this time for a maximum of 90 minutes at a time.
8. Any violations to any of the above rules will not be tolerated. The group will immediately be shut down, all tabling/meeting privileges revoked for at least 14 days and president and advisor must meet with LSI director to discuss sanctions.

**Meeting Parameters**

*Due to Executive Orders, the maximum permitted number of attendees for indoor gatherings is 10.*

1. To start, space requests will only be booked in the Union Complex. These rooms with specific set-ups can allow for proper physical distancing. Should the organization have access to another space on campus, they should receive permission from that space in order to meet.
2. Face coverings are required for all attendees. The organization is responsible for ensuring this.
3. No mic requests at this time but requesting a room with a projector/screen is permitted.
4. Hand sanitizer is already available in each room and should be used by attendees upon entry and exit.
5. Meetings are limited to 90 minutes or less per reservation. One per group per week.
6. No handouts or passed around materials are permitted. Use QR codes or digital options.
7. The sponsoring org will be required to keep event attendance (student name and ID #) to turn into LSI by emailing attendees to LSI@usm.edu within 24 hours of the event occurring. Failure to do so will revoke any further activity privileges.
8. Any violations to any of the above rules will not be tolerated. The group will immediately be shut down, privileges revoked for at least 14 days and president and advisor must meet with LSI director to discuss sanctions.