

Student Organization COVID-19 Protocols

The document includes the updated student organization protocols and processes for the upcoming academic year. These updates were created to align with university, county, and state COVID-19 health and safety standards. We hope these updates will offer student organization members the ability to have rich experiences and build community while prioritizing the health and safety of all individuals.

The new protocols are outlined below. As you review the document, please note that we have created protocols for a remote campus experience and a hybrid campus experience. We will be referring to the remote campus protocols, until USD is able to bring students to live and learn on campus.

These protocols may change as USD receives updated guidance from the state and county.

Remote Campus Protocols

The protocols below are the CURRENT protocols for student organizations.

These protocols will remain in place while students are living and learning remotely (i.e. while USD is not hosting the majority of students or classes on campus).

Club Meetings & Events

All club meetings, activities, programs, and events will be hosted virtually during the Fall semester.

Meeting & Event Guidelines:

- No meetings/events may be deemed “mandatory” by a student organization, so members may prioritize their health.
- Accommodations (ie. phone option) should be available for those with internet and computer issues.
- Open meetings/events must be made available to all graduate members of USD, closed meetings/events can use a password to limit attendance.

Event Registration

- [Event registration](#) will be required for ALL virtual meetings and events.
- Only registered organizations and its members have access to the virtual EMS event registration
- Virtual event registration training and access will be provided at the Graduate Student Organization Conference

Funding

- GSCBC will continue to meet to allocate funds to graduate student organizations during the Fall semester.

- Updated GSCBC funding guidelines are [available here](#).

Student Organization Accountability

- Violations of protocols will result in loss of privileges and potential removal as a registered Graduate Student Organization.

Return to Campus Protocols

The protocols below will be in place when students return to USD's campus to take classes.

Club Meetings

General Body Meetings:

- All General Body Meetings will be hosted virtually during the fall semester.

Executive Board & Committee Meetings:

- Executive board meetings and committee meetings with 10 students or less can be held in reservable spaces.

Meeting Guidelines:

- No meetings may be deemed “mandatory” by a student organization, so members may prioritize their health.
- All in-person meetings must also provide a virtual option to accommodate vulnerable students/staff.

Events

- When San Diego County Health Department permits gatherings, student organizations may host events on-campus and off-campus, as long as the event adheres to the gathering protocols (for the number of individuals permitted to gather, location of gatherings, face coverings, physical distancing, etc.)
- Virtual events are encouraged, when possible.
 - Large venues and events (concerts, comedians, speakers, conferences, etc.) will only be hosted remotely.
 - On- or off-campus retreats, conventions, and conferences will only be hosted/attended remotely.
- Hybrid events, which include some in-person and some virtual components, may be offered for more than 10 people total, but not more than 10 people may gather at one time. This would be via a “grab-and-go” style, mimicking current “pick-up” methods for stores and restaurants.
 - Pick-up times should be pre-scheduled as much as possible to minimize crowding of pick-up area.
 - “Grab-and-go” events should have an alternative option for students who are vulnerable or feeling sick (delivery or friend pick-up)

- No events may be deemed “mandatory” by a student organization, so members may prioritize their health

In-Person/Hybrid Meetings & Events Guidelines:

Pre-Event Planning:

- Student organizations will be required to have some members trained as “Event Managers” in order to have in-person or hybrid events.
- In-person meetings/events require advance RSVPs to ensure limited attendance.

During Meeting/Event:

- All “Practice Good Hygiene” prevention strategies will be utilized for all in-person or hybrid events.
 - Face coverings and physical distancing will be required, following USD’s on-campus protocol
 - Attendees must follow prevention strategies and may be asked to leave if they do not comply.
- The student organization hosting the meeting/event is responsible to monitor and ensure participants are in compliance with prevention strategies.
 - Event Manager trained in COVID-19 prevention measures must be in attendance for the duration of all in-person or hybrid events.
 - Set-up must follow space guidelines provided by the scheduler.
 - Marking indicators will be required for events that necessitate a line.
 - Ensure participants immediately depart when the event is over in a socially distant manner. Must follow entry/exit guidelines provided by Scheduling/Ops for the space.
- Attendance should be recorded and retained by the student organization for all in-person meetings/events.
 - A member of the Grad Life staff may request a copy of the meeting attendance at any time during the semester in order to assist with university contact tracing in an effort to contain the spread of COVID-19.

Event Registration

- [Event registration](#) will be required for ALL virtual meetings and events.
- Event schedulers will be required to complete training.

Funding

- GSCBC will continue to meet to allocate funds to graduate student organizations during the Fall semester.
- Updated GSCBC funding guidelines are [available here](#).

Student Organization Accountability

- Violations of protocols will result in loss of privileges and potential removal as a registered Graduate Student Organization.

If you have any questions regarding these updates, please email gsc@sandiego.edu

Our office is also happy to assist your organization as you adapt your plans to align with these new protocols. If you would like to set up a meeting with a member of our staff, please email gradlife@sandiego.edu.