



ON -CAMPUS STUDENT ORG EVENT GUIDELINES SPRING 2021 (Updated 3.10.21)

In light of the Governor's Executive Order issued to go into effect on March 10, 2021, and the President's email on March 5, 2021, there are new Student Org Event Guidelines as of March 10, 2021.

All events taking place **inside on-campus** must not exceed 50 people and must not exceed 50% of the room capacity while maintaining a six feet distance at all times. To host an event on-campus, you must receive written approval from the Director of Center for Campus Life, Kimberly Thornton, at Kimberly.thornton@ttu.edu.

For **outdoor events on-campus**, the number of people attending the event cannot exceed 50 people, to include tailgating.

All outdoor on-campus events must still be approved by the [TTU Grounds Use committee](#).

If a student org would like to hold a meeting of more than 50 people, outside or inside on-campus, a special request must be made to the Director of Center for Campus Life, Kimberly Thornton, at Kimberly.thornton@ttu.edu.

For all Events On-Campus, Inside or Outside:

Masks are required for all indoor events and at outdoor events where a six feet social distance between participants cannot be maintained at all times. However, the CDC recommends that masks be worn at all times, indoors and outdoors, when around people not in the same household. Masks are not a substitute for the six feet social distancing recommendation, but an additional precaution.

All students, staff and faculty feeling sick should stay home instead of attending a student organization meeting or gathering.

All participants, including the event organizations, should complete the Quick Assessment online at <https://www.ttu.edu/commitment/testing/>, with entrance denied to those who receive a yellow or red designation on the three-item questionnaire.

Event organizers should have a supply of extra masks on hand for guests who forget their own. Student groups must provide hand sanitizer or hand-washing stations. Do not have overcrowded areas or clusters of people. Enforce physical distancing. Event setup must be arranged with appropriate social distancing (at least six feet) between attendees, including chairs in rows or around tables.

Food, to include pre-packaged and grab and go, is not permitted at any on-campus event at this time.



Center for Campus Life

Use [TechConnect](#), [SignUpGenius](#) or another online reservation system to have attendees register to attend.

This is an evolving situation. The guidance included in this document is adapted from recommended practices and will be updated as additional information becomes available from the Centers for Diseases Control and Prevention (CDC), the state, and Texas Tech University, especially in the areas of capacity and attendance limits.

Try and host events and meetings virtually, if possible. Check out the [Student Involvement Virtual Tips & Resources](#) online on the [Center for Campus Life Website](#).

For more information, please do not hesitate to contact the Director of Center for Campus Life, Kimberly Thornton, at Kimberly.thornton@ttu.edu or check out the [Center for Campus Life website](#).

For the complete Campus Event Guidelines, please click [here](#).