

Heidelberg Student Life Health and Safety Plan for Spring 2022

Given the current health crisis, the Office of Student Engagement is maintaining some of the current operating guidelines for student organizations and events that were set in the Fall 2020 semester, while relaxing some others. These policies have been created to align with CDC and Ohio Department of Health guidelines with the support of Student Affairs and Student Senate. While our goal is for Student Life at Heidelberg to still thrive, we have to balance that with the health and safety of our community.

Student Organization Meetings: Virtual

Student organizations are welcome to meet virtually if they choose. There will be no restrictions on organization online/zoom meetings. Groups that anticipate meetings longer than 40 minutes should work with their org advisors to get their meetings scheduled by someone with the University Zoom account or utilize Google Meet.

Student Organization Meetings: In Person

Student organizations are **no longer required** to submit a safety plan via Google Forms to the Office of Student Engagement to host an in-person meeting. Your first step in hosting an in-person meeting is to complete the Ad Astra request.

Meetings can only take place in a room large enough to accommodate your group at the campus's current capacity limits, which is 3' physical distancing. Greek organizations that wish to use their Halls for meetings need to allow Conference & Events to come in and physically distance the Hall.

Groups are **no longer restricted** to once monthly meetings.

Student Organization Events: Virtual

Student organizations are welcome to host online events and there will be no restrictions on how many online events they host.

Student Organization Events: In Person

Organizations are **no longer required** to submit a safety plan via Google forms to Student Engagement if they anticipate attendance greater than 100 people at the same time, or if they will be serving food. However, we encourage you to work with your advisor

For all events, your first step is to complete the Ad Astra request.

Events can only take place in a space large enough to accommodate the event at the campus's current capacity limits, which is 3' physical distancing.

Student organizations are welcome to have outside guests at their events, provided that all guests complete the online Health Evaluation Form *every time* they are on campus.

Groups are **no longer restricted** to once monthly events.

Registration of Virtual Events

Organizations are not required to register virtual events, though we strongly encourage you to advertise them on the Inside Heidelberg calendar.

Booking Outside Entertainment/Contracts

No student organization should sign a contract with an outside vendor. All contract negotiations for outside entertainment should be done through the Office of Student Engagement to protect your organization from covid-related cancelation fees, etc.

Food Service

All food/beverages at meetings or events must be provided by Parkhurst, or another licensed food vendor. **Food no longer has to be individually wrapped**, though we expect you to enforce masking at food stations.

Facial Coverings

All meetings and events must abide by the University facial coverings policy. The current policy (1/5/2022) states that all persons on Heidelberg's campus must mask while indoors. All unvaccinated persons must mask while outdoors.

Meeting and event organizers are expected to uphold the policy. We recommend having disposable masks at your events (available from Stoner Health Center), and reminding all participants as they come in that they must mask.

Off Campus Events and Travel

Heidelberg students travel with the Student Code of Conduct. If your organization has an off-campus event, you are still required to abide by the University COVID-19 Health and Safety Plan while at the event, including the masking policy.

Cleaning and Sanitation

All University spaces are being deep cleaned daily by the Krammes staff. It is up to the users of individual spaces to clean throughout the day. If you use a campus space for an in-person meeting or event, it is your organization's responsibility to spray and/or wipe down surfaces with the provided sanitizer before you leave. A spray bottle with cleaning instructions is available in each campus space.

Contact Tracing

It is essential that the University conduct contact tracing to limit spread. Therefore, student organizations will be required to take attendance at all in-person meetings and events and be ready to submit their attendance to Stoner Health Center or the Dean of Students Office upon request. We recommend assigning one organization member to be responsible for attendance.

Consequences

Failure to adhere to the above policies will have significant consequences for the organization, including but not limited to loss of in-person event and meeting privileges, the freezing of organization funds, changes in chartership of the organization, and/or University disciplinary action.

Student organizations are responsible for the behavior of all their members and event attendees.

Questions?

If you have any questions that aren't addressed above, please contact the Office of Student Engagement at engagement@heidelberg.edu.

As the situation continues to evolve, it is likely that this document is subject to change. Student leaders will be notified via email and/or Senate forums about changes to the Health and Safety Plan.