



If you have successfully transitioned out of your leadership role, please *forward this email to your newly elected leaders.*

Santa Clara County is moving to the yellow “minimal” tier effective **Wednesday, May 19**. The Office of Student Engagement will then permit student organizations to host **on-campus outdoor gatherings** following the principles, policies and guidelines described below until **Monday, May 31**, as the End-Quarter Period begins on **Tuesday, June 1**. Indoor gatherings for student organizations are not permitted at this time.

Guiding Principles

- The health, well-being, and safety of our community is paramount.
- As state and county laws, public health orders and guidance evolve, and as we develop best practices in real time, we may make adjustments. Please continue to check the [gathering website](#) for the latest information.
- We will begin by approving one event per week per group, and will approve more after ensuring other student organizations have had an opportunity to register and access spaces on campus.

Recommended Best Practices

- Consider how an in-person gathering will align with your **organization’s goals** and how it will complement existing virtual programming, given that some of your members may not be able to attend an in-person gathering.
- Keep your gathering **simple**.
- Have one student leader present for every **25 students**.
- **Strategically promote** your event by not over promoting it, to avoid capacity concerns.
- Continue to be good stewards of your organization's funds. The **ASSU Financial Policies** can be found [here](#). Please submit your receipts to the ASSU by **Tuesday, June 1**, in order to be reimbursed this fiscal year.

Staying Safe

- Students must continue to follow all [Stanford public health guidelines](#) that are currently in place.
- If live music, including singing, is involved, follow [these guidelines](#).
- Alcohol service/distribution is not allowed for undergraduate student groups. Attendees are expected to abide by all applicable liquor and drug laws, and university policies.
- If food is present, you will be required to follow guidance to be provided shortly.

Policies

- The process for registering student organization gatherings is found on the [gathering website](#).
- The last day for student org gatherings is **Monday, May 31**. The End of Quarter Period begins **Tuesday, June 1**.
- Gatherings can take place **outdoors, including in the designated spaces**, as outlined in the process.
- Gatherings can take place between **10 a.m. and 10 p.m.**, not to exceed 2 hour time blocks of time.
- Gatherings are for **on-campus residents** and students authorized to come to campus for research or in-person classes. **Other off-campus visitors are not permitted to attend student organization gatherings at this time.**
- **The maximum number of participants that can gather is up to 100 students.** The person that registers the event is the host/event coordinator and is responsible for monitoring capacity. Hosts/event coordinator are responsible for dispersing and/or ending a gathering if the event reaches over 100 students.
- The host/event coordinator is responsible for **maintaining a list of participants** for the purposes of contact tracing. An **RSVP in advance** is suggested.
- **Low amplified sound**, such as bluetooth portable speakers, is permitted after 5 p.m. until 10 p.m. Monday-Friday and on the weekends from 10 a.m.-10 p.m. Please be courteous of your neighbors.
- Student organization events are limited to **on-campus** at this time.

Accountability

Participants at your gathering may be approached by a student, staff or Department of Public Safety staff member, and asked to present their Stanford Health Check badge and identify the host under the following circumstances:

- You are **not social distancing**.
- You are not adhering to [current university face covering requirements](#).
- There appears to be **more than 100 students** at your gathering.
- Your gathering has lasted **past 10 p.m.** any day of the week.
- You are consuming or distributing alcohol to minors **under the age of 21**. You can be cited for minor in possession (MIP).
- The gathering is excessively **loud or disruptive** to those in the area.
- Your gathering was **not registered**.

In Closing

If you have additional questions about gatherings, please contact studentengagement@stanford.edu.

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