

## **SPRING 2022 COLLEGE OF LAW PUBLIC HEALTH POLICY FOR EVENTS AND MEETINGS<sup>1</sup>**

**Preface:** We are thrilled to be back on campus for in-person learning for the 2021-2022 Academic Year! However, we must recognize that the COVID-19 pandemic is not over. Our primary goals this year are (1) to protect the health and safety of each of you and our entire College of Law Community, and (2) to maintain the ability to have in-person learning. We can only achieve these goals by limiting the risk of COVID exposure. While we want our student organizations to have in-person community with one another, we must proceed safely. We have prepared the guidelines below to allow student organizations to safely meet and enjoy community with one another, while also furthering the goals of health and safety and in-person learning.

1. All events must be approved via the SBA's semester planning process.
2. Loyola-sponsored off-campus events are permitted on a case-by-case basis. Please work with your faculty advisor and the Director of Student Life to plan COVID-safe off campus events. All attendees at off-campus events must be vaccinated or show proof of a negative test. Please coordinate with the Director of Student Life.
3. **Students are encouraged to hold virtual events!**
4. Attendance at In-Person Events
  - a. In-person attendance at all in-person meetings and events is limited to members of the Loyola Community (Students, Faculty, and Staff).
  - b. Organizations can host **vaccinated** non-Loyola speakers at their events, and those speakers may attend in person. Event organizers must provide the Director of Student Life, Annie McBride [agmcbrid@loyno.edu](mailto:agmcbrid@loyno.edu), with proof of speaker vaccination upon securing the speaker, and in no event less than 48 hours before the speaker arrives on campus.
  - c. Non-Loyola audience members and unvaccinated speakers may attend virtually.
  - d. All speakers must be approved by the faculty advisor and Director of Student Life per the [general student organization policies](#).
  - e. Groups hosting Symposia on Campus should coordinate attendance of non-Loyola community members with the Director of Student Life.
5. Masks must be worn for all in-person meetings/events (except when participants are actively eating and drinking).
6. Food Service
  - a. Food service at meetings/events is limited to boxed meals until further notice.

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<sup>1</sup> This policy is subject to revision based on changes to University, local, state and federal public health guidance.

- b. It is preferred that events with food be held outdoors. The Wilson and Clinic Courtyards are available to reserve.
  - c. Organizations are encouraged to hold the eating portion of their meetings/events outside, and then move inside for the substantive portion of the meeting/event.
  - d. At indoor meetings/events with food, all participants must maintain 6 feet of social distance from each other while actively eating/drinking. You must select a venue or room for your meeting/event that will accommodate this spacing. Please see the Director of Student Life for social distance room capacities. Masks must be worn at all times unless participants are actively eating or drinking. **The eating portion of the event/meeting is limited to the first 15 minutes of the meeting/event, after which all participants must re-mask.**
  - e. To order food, please follow the [general guidelines for ordering food](#). This includes providing two weeks' notice and attendance estimation.
  - f. As a general rule, Loyola does not pay for alcohol at any Loyola-sponsored events.
7. 6 feet of social distance must be kept between unvaccinated participants at all times. It is the personal responsibility of unvaccinated individuals to distance themselves. The event organizer/host must communicate this expectation prior to the event and at the beginning of the event. However, the event organizer/host is not responsible for compliance. Event organizers/hosts are not permitted to ask participants about vaccination status.
8. No sharing of anything, including pens, drinks, and utensils.
9. Any Loyola-sponsored travel must be approved by the Dean and comply with [Loyola's COVID Travel Policy](#).
10. You must maintain a roster of persons who attend your in-person meetings and/or events. The roster should include the name, email address and phone number for all attendees for contact tracing purposes.
11. Sanitize all high-touch areas like podiums, tables, etc.
12. All events are subject to the University's [public health guidance for events on campus](#).