Kent State University
Events & Activities Guidelines
(Appplies to ALL indoor and outdoor events and activities during the COVID-19 Pandemic)

- All scheduled events and activities must adhere to State of Ohio Department of Health, city and county guidelines as well as university requirements (including testing and vaccination requirements).
- All scheduled events and activities must be registered through University Scheduling, Conferences & Special Events and must follow all University Events operational guidelines and procedures.
- All participants must follow the Flashes Safe Eight.
- Every registered event will require the organizer to assert, by checking a box on the reservation form, that the event will comply with State of Ohio Department of Health guidelines and the Flashes Safe Eight.
- Events and activities central to the academic mission of Kent State University are given priority.
- All scheduled, in-person events are strongly encouraged to have a plan for virtual delivery in the event that federal, state, county, city or university guidelines change because of an increase in COVID-19 cases.
- All events and activities must include a plan for registering participants for contact tracing, in coordination with the COVID-19 Response Team. All events with more than 50 participants will require tickets and pre-registration. Pre-registration lists will be shared with the COVID-19 Response Team in advance of the event.
- Absent Ohio State Department of Health, county or city guidelines that limit the number of people who can be present at at gathering or event, the number of participants for any indoor event is dictated by the safe occupancy cap for the reserved space. This cap is determined by the pandemic committee and the university architect’s office. The university will not provide space for any events that exceed indoor venue space caps. Rather, these events must be virtual/remote.
- No indoor tabling in hallways or corridors is permitted. Select, approved outdoor tabling is allowed on a case-by-case basis.
- Participants in outside, unscheduled events will be provided information on the Flashes Safe Eight guidelines.
- Athletics will schedule athletics events before athletics venues are opened for other activities and events and will adhere to the above guidelines as well as athletics-specific state guidelines and requirements from relevant organizations (for example, the NCAA).
- Club sports will be scheduled through Rec Services and will adhere to the above guidelines as well as requirements from relevant organizations.
- Undergraduate Admissions will schedule all university tours and will adhere to the above guidelines.
- Demonstrations, Marches, Protests and other activities are protected by the First Amendment. Kent State University encourages anyone participating in expressive activities on campus to follow the Flashes Safe Seven.

Current as of March 16, 2021
Kent State University
Summer 2021 Workshop Guidelines

All summer events and activities, including summer workshops, must adhere to the general events and activities guidelines (see page one) and must register through University Scheduling, Conferences & Special Events. Priority is given to those summer programs and workshops central to the academic mission of the university. If space is available, and on a case-by-case basis, external groups may reserve space and utilize campus facilities if their request is approved by University Scheduling, Conferences & Special Events in consultation with the Health and Safety Team. Local, existing community partner requests will be given priority.

- Day-long workshops for all ages are permitted on a case-by-case basis, with approval from the Health and Safety Team.
  - Workshop participants and organizers must sign a pledge that confirms they understand the Flashes Safe Eight (FSE) and commit to following the FSE. Participants who do not follow the FSE can be sent home;
  - Workshop organizers are responsible for monitoring participants’ compliance with the FSE and all Kent State health and safety guidelines;
  - Workshop organizers are strongly encouraged to have backup plans in place, in case a public health advisory level change requires a move from in-person to hybrid or fully-remote.

- Residential workshops are allowed for participants over the age of 18 who are current, incoming or guest students ONLY if hosted by a KSU department.
  - Workshop organizers must follow Residence Services and Health and Safety Team requirements in place at the time of the workshop, including testing protocols and room occupancy restrictions. The workshop sponsor is required to cover the cost of testing for workshop participants. The university (UHS) can assist with implementation of testing protocols;
  - Workshop participants and organizers must sign a pledge that confirms they understand the Flashes Safe Eight (FSE) and commit to following the FSE. This commitment will also be incorporated into the formal usage agreement. Participants who do not follow the FSE can be sent home;
  - Workshop organizers are responsible for monitoring participants’ compliance with the FSE and all Kent State health and safety guidelines;
  - Workshop organizers are strongly encouraged to have backup plans in place, in case a public health advisory level change requires a move from in-person to hybrid or fully-remote.
Additional Considerations/Recommendations, Summer and Fall 2021

These recommendations are based on the current Ohio Public Health Advisory System with respect to disease spread, and also takes into account the assumption that vaccines will be more widely available as 2021 progresses. If the state moves away from the levels approach, our expectation is that we would align new triggers and/or benchmarks with what is proposed below.

When Level 4/Purple:

- All events are virtual

When Level 3/Red:

- No changes to the overall recommendations currently in place (page one)
- No day-long or overnight summer workshops (page two does not apply)

When Level 2/Orange or Level 1/Yellow:

- Overall recommendations apply, but with the following additions:
  - Indoor and outdoor tabling is permitted;
  - Daylong workshops permitted (see page two for guidelines)
  - Residential workshops permitted (see page two for guidelines)