PSU - Socially Distanced Room Layouts and Capacities

Pictures of room set-ups can be viewed at the end of this document

* All information is subject to change *

<table>
<thead>
<tr>
<th>Room #</th>
<th>Room Name</th>
<th>Layout</th>
<th>Capacity*</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>New River</td>
<td>Conference</td>
<td>10</td>
</tr>
<tr>
<td>102</td>
<td>Watauga River</td>
<td>Conference</td>
<td>10</td>
</tr>
<tr>
<td>122</td>
<td>Roan Mountain</td>
<td>Classroom</td>
<td>15</td>
</tr>
<tr>
<td>137</td>
<td>Grandfather Ballroom</td>
<td>Offset Classroom</td>
<td>96</td>
</tr>
<tr>
<td>155</td>
<td>Tater Hill</td>
<td>Offset Classroom</td>
<td>12</td>
</tr>
<tr>
<td>169</td>
<td>Three Top Mtn.</td>
<td>Classroom</td>
<td>9</td>
</tr>
<tr>
<td>201</td>
<td>Blue Ridge Ballroom</td>
<td>Offset Classroom</td>
<td>90</td>
</tr>
<tr>
<td>226</td>
<td>Linville Falls</td>
<td>Classroom</td>
<td>28</td>
</tr>
<tr>
<td>242</td>
<td>Linville Gorge</td>
<td>Offset Classroom</td>
<td>14</td>
</tr>
<tr>
<td>319</td>
<td>Bass Lake</td>
<td>Conference</td>
<td>8</td>
</tr>
<tr>
<td>413</td>
<td>Linn Cove</td>
<td>Conference</td>
<td>8</td>
</tr>
<tr>
<td>415</td>
<td>Rough Ridge</td>
<td>Classroom</td>
<td>9</td>
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<tr>
<td>417</td>
<td>Beacon Heights</td>
<td>Classroom</td>
<td>9</td>
</tr>
<tr>
<td>420</td>
<td>Parkway Ballroom</td>
<td>Classroom</td>
<td>45</td>
</tr>
</tbody>
</table>

*Capacity is for seating and does not include instructor/presenter

Student clubs and organizations may hold in-person meetings, activities, and events that follow CDC guidelines, North Carolina Executive Orders, and Appalachian State University policies related to COVID-19. These can occur on- and off-campus. Within Engage, student leaders are expected to create these meetings, activities, and events, identify the small group of in-person participants using the RSVP feature, and track attendance to support contact tracing.

THE PSU WILL OPERATE WITH THE FOLLOWING AMENDED RESERVATIONS UNTIL FURTHER NOTICE:

Academic obligations will take precedence over all other reservations.

Updated August 2020
WEEKLY MEETINGS:
Weekly meetings for student organizations are limited to 1 hour, and all social distance/face covering requirements will be enforced. The rooms where weekly meetings can occur are:

- New River
- Watauga River
- Grandfather Ballroom
- Roan Mountain
- Three Top Mountain
- Blue Ridge Ballroom
- Linville Falls
- Linville Gorge
- Bass Lake
- Linn Cove

Weekly meeting times are prescribed by room so that arrival/departure times will be staggered.

ONE-TIME MEETINGS / EVENTS:
The rooms where one-time events and meetings can occur are:

**All day**
- New River
- Watauga River
- Bass Lake
- Linn Cove

**After 5pm**
- Parkway Ballroom (after all classes end for the day)
- Beacon Heights
- Rough Ridge

**Friday evenings, Saturdays, and Sundays only**
- Grandfather Ballroom
- Parkway Ballroom
- Linville Falls
- Blue Ridge Ballroom

Solarium & Whitewater reservations will be considered on a limited basis.

Updated August 2020
Additional items:
- Furniture must be kept in present set-up
- Any group is subject to a fine for removing plastic wrap barriers in meeting rooms or disturbing the pre-set social distance layout determined by Facilities Operations
- All events involving food are subject to approval by the Chancellor's Office or designee
- Attendance at meetings and events are limited to members of the Appalachian community (students, faculty, staff). Members of the general public are not permitted as event attendees.
- Off-campus guest speakers are limited per meeting and subject to approval.
- Meeting attendees are responsible for sanitizing their seat/table with the provided materials before the start of each meeting
- Student organizations are expected to track meeting attendance by creating events in Engage.

Outdoor Reservations:
Weekly gatherings or meetings may not be reserved
One-time special events or contact tables may be reserved

Updated August 2020
Contact Tables - Revised Policy 2020-2021

Due to the challenges of COVID-19, the PSU Contact Table Policy is temporarily revised to include the following policies (Note: all existing contact table policies are in effect with the following exclusions / revisions):

For Cascades and Solarium lobby (contact tables 3-8)

- It is imperative to follow all campus standards related to sanitation, face coverings, and distancing in relation to contact tables as outlined by Appalachian State University.

- 1-2 people are allowed to represent a club per contact table. 2 people are only allowed under the condition that all community standards are maintained, including proper space between tables and representatives of other organizations hosting the neighboring table.

- The PSU maintains the right to discuss, negotiate and/or cancel certain activities deemed unsafe for the Appalachian community. If necessary, the first attempt of negotiation will always include working with the club to co-revise an activity to be safer for PSU patrons.

For Grandfather Hallway (contact tables 1 & 2)

- Contact Tables 1 & 2 will be available for display purposes only; this means no club representative is permitted in these areas due to volume of traffic.

- Sponsoring organization is required to initially check-in and is responsible for removal of items; in the case of these tables only, it is permissible to leave items overnight.

- The PSU is not responsible for any displays or materials left unattended. Reminder that locked display cases in the International Hallway are available for reservation as well.

Note: Outdoor contact tables remain the same

Updated August 2020
Grandfather Ballroom
Blue Ridge Ballroom
Linville Gorge

Updated August 2020