



Plemmons Student Union **Fall 2020/Spring 2021 Special** **Addenda**

W.H. Plemmons Student Union - Appalachian State University
Boone, NC



Updated January 15, 2020

- Pages 3-6: Policy Addenda for Fall 2020
- Pages 6-20: Room layouts for Fall 2020



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 *

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

*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.



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 reservations will be considered on a limited basis. The Howard's Knob Patio will not be able to be reserved until further notice.



Additional items:

- All rooms in the Student Union have been set up to provide social distance of six feet. Any group who rearranges table and chairs or removes plastic wrap from blocked tables will be subject to a fine and will **IMMEDIATELY** lose reservation privileges. Meeting attendees are responsible for sanitizing their seat/table area with provided materials before the beginning of each meeting.
- AV support is limited, and groups will be held liable for damage to AV equipment. Any AV equipment that is damaged should be reported to the Information Desk immediately.
- 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



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



New River



Watauga River



Roan Mountain



Grandfather Ballroom



Tater Hill



Three Top Mountain



Blue Ridge Ballroom



Linville Falls



Linville Gorge



Bass Lake



Linn Cove



Rough Ridge



Beacon Heights



Parkway Ballroom

