Guidelines for Events under Tents Fall 2020

Activities under Event and Dining tents must comply with the “Communal Spaces Guidance” produced by the Health/Epi Group. Student events must comply with the “Guidelines for Dartmouth Student Events/Activities 2020.” These policies will be updated and modified as needed based on current public health guidance, New Hampshire state guidance and regulations, Dartmouth College policies, and the conditions on campus.

Tent Hours of Operation:
9am – 2pm un-structured time, students and faculty can bring their own food to eat under tents (Max Capacity 9)
2pm – 3pm – Tent check by FOM
3pm – 10pm – reservable time (except for late night Collis tents staffed by Collis, end time TBD, suggest midnight)
10pm – 12am – Unstructured time (Max Capacity 9)
12am – All tents close – lights on for security
Tents are opened at 9am by FO&M (perform a tent check, take down perimeter rope, and turn on propane and power breakers when needed). Closed at 12am by FO&M (perform tent check, turn off propane and all breakers other than lighting, install rope around tent perimeter)

Scheduling – All events must be scheduled in VEMS.

Approval Process - A space request for an event is submitted in VEMS. The area identified as “scheduler/approver” in the chart below reviews the request to confirm the event falls within “Educational in Nature” guidelines and there is a plan to adhere to the “Communal Spaces Guidance” and the “Guidelines for Dartmouth Student Events/Activities 2020”. The area identified as “scheduler/approver” in the chart below reviews the request to confirm the event falls within “Educational in Nature” guidelines and there is a plan to adhere to the “Communal Spaces Guidance” and the “Guidelines for Dartmouth Student Events/Activities 2020”. All tents may, at times, be scheduled by the Provost Office for Centralized or Institutional programming.

<table>
<thead>
<tr>
<th>Location</th>
<th>Scheduler / Approver</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cutter Shabazz lawn</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular, Affinity Groups have priority</td>
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<tr>
<td>Moore Plateau</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular</td>
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<tr>
<td>Rocky Lawn</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular</td>
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<tr>
<td>Hitchcock lawn</td>
<td>Quita Davis</td>
<td>Collis</td>
</tr>
<tr>
<td>Blunt Lawn</td>
<td>Quita Davis</td>
<td>Collis</td>
</tr>
<tr>
<td>Parkhurst Lawn</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular</td>
</tr>
<tr>
<td>Andres Lawn</td>
<td>Lisa Hayes</td>
<td>Hopkins Center, Music, and Theater Departments</td>
</tr>
<tr>
<td>Wheeler Lawn</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular, Tucker Cen &amp; UCM have priority</td>
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<tr>
<td>Lord Lawn</td>
<td>C&amp;E</td>
<td>Extra &amp; Cocurricular</td>
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<tr>
<td>Goldstein Lawn</td>
<td>House system</td>
<td>House Centers and Living Learning Communities</td>
</tr>
<tr>
<td>East Wheelock Courtyard</td>
<td>House system</td>
<td>House Centers and Living Learning Communities</td>
</tr>
<tr>
<td>McNutt lawn</td>
<td>DDS/Collis</td>
<td>Dining and Collis outside of dining hours</td>
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<tr>
<td>53 Commons</td>
<td>DDS</td>
<td>DDS</td>
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</tbody>
</table>
• **Use of Tent**: Tents are “self-serve”. When planning your event consider who you will have handle duties such as Zoom tech, furniture moving, sound, etc. You will need to prepare and provide all aspects of your event support. Each tent has a base setup which must be restored by the user after the event. There is a 15-minute block automatically scheduled for users to set and restore the tent outside of their event time. Specific characteristics of each tent are listed in EMS. No FOM or CTS support is available.

• **Event Attendees**: Dartmouth community members, which includes staff, faculty, and students, may participate in events on-campus. On-campus events/activities are limited to enrolled students who are approved to be on campus.

• **Health & Safety/Social Distancing**
  - Event coordinator is required to record participants name and cell number.
  - Anyone that is experiencing COVID symptoms must not attend any in person event.
  - **Masks/face** coverings are required at all gatherings/events/activities.
  - Always maintain 6’ physical distancing (in all directions)

• **Event Capacity**: Gatherings/events are limited to no more than 9 individuals if unscheduled, and no more than 25 individuals for events which are scheduled and approved by Dartmouth – or the capacity requirement for the space in which the gathering will occur, whichever is lower

• **Sharing of Items**: Event organizers should make best efforts to provide individual items to use at events as needed. No items may be shared during an event/gathering. This includes, but is not limited to writing utensils, board games, microphones, papers, books, etc.

• **Music rehearsals**
  - Singing rehearsals are limited to 60 minutes with no breaks
  - Instrumentalists:
    - String players must sit one per stand, 6’ apart, always wear a face covering.
    - Wind players must sit minimum 10’ apart, without mask only when playing.
    - Singers must be 10’ apart, must not sing directly into someone’s back, set up in a ’zig-zag’ formation. Without mask only when singing.

• **Food/Beverage**: Only small, single serve/individually packaged items are permissible at events/meetings as long as facilities/space policies and social distancing protocols are followed. No food may be consumed in spaces where eating is prohibited. No serving, sharing, or cooking of food is allowed.

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**Permitted extra and cocurricular activities, include, but are not limited to the following types of activities**

• **Dartmouth Centers and Institutes programming**
  - Collis, Dickey, Leslie, Magnuson, Rassias, and Rockefeller Centers
  - The Hood, Montgomery Fellows, PhD Innovation, and Sustainability Programs
  - Institute for Security, Technology, and Society, Irving, and Ethics Institutes

• **Arts programming**
  - Hopkins Center Ensembles, Pop-up student events, etc.
  - Theater Department - rehearsals
  - Music Department – ability to sing out fully for vocal exercises and the learning of new songs
  - Student Art groups (may overlap with Collis COSO groups)
• Student Affairs/Collis
  o Weekly Trivia, crafts, Open Mic, etc.
  o Council on Class Officers supported events
  o COSO events, 160 student orgs

• House Centers:
  o Guided activities for student, faculty, and staff members of the House
  o Living Learning Communities activities

• Tucker Center and United Campus Ministers:
  o Dartmouth student Shabbat Services and Dinner, Friday evenings
  o Dartmouth student Shabbat Morning Services, Sat mornings
  o Christian praise/worship and study, Sundays

• Institutional events
  o Dining
  o Events held under all tents at same time to build a collective experience