Howdy Student Organization Leaders & Advisors,

Spring Break is upon us, and in light of the fast-evolving circumstances surrounding COVID-19, or the Coronavirus Disease, we wanted to share a few recommendations and considerations as you prepare for organizational activities in the weeks ahead.

**Make safe and healthy decisions during Spring Break.**

Whether engaging in organizational activities or enjoying personal time at home, please follow university guidance related to personal hygiene best practices. Please review these recommendations often and plan to implement them, particularly as you lead or engage with organization activities and/or travel. As a leader of your organization, know that caring for and protecting the health and safety of members and participants engaging in organizational activities is your responsibility.

**Understand travel expectations.**

If your organization is planning any travel, be sure to read and understand the guidance and expectations the university has communicated, particularly surrounding travel abroad. Also remember that Student Rules require student organizations to submit a Travel Information Form for any planned organizational travel at least 48 hours in advance of departure, and to register with the Education Abroad office for any international organizational travel. Texas A&M has cancelled all university-sponsored student travel, including student organization travel, to all countries on the CDC risk assessment list of Level 1, 2, and 3 countries. Additionally, any students, faculty, or staff traveling from or through Level 2 or Level 3 countries must report travel through the Report Travel Portal, as well as self-isolate for a minimum of 14 days prior to returning to the Texas A&M Campus. At this time, there are no restrictions regarding domestic travel, so please follow general risk management and safety guidelines to promote the health and safety of yourself and/or your members.

**Prepare for program adjustments and develop contingency plans.**

If members have concerns about any travel or organizational activities, consult organization leadership and advisors about adjustments, delays, or cancellation of existing plans, and remember to be respectful of individual’s decisions to participate or not participate. Begin working now to develop contingency plans for upcoming programs and events that might be impacted by an outbreak or infection. Staff in the Department of Student Activities are here to help as you navigate these unique considerations and conversations.

**Stay informed.**

Finally, please continue to monitor further developments and guidance provided by the university and government agencies such as the CDC. Texas A&M has established a webpage at www.tamu.edu/coronavirus/ that will be regularly updated as circumstances and university guidance evolves. Tag this page and continue to stay abreast of news, recommendations, and potential impacts to the campus community and your student organization. In the midst of all of this, we hope that you have a safe and enjoyable Spring Break, and look forward to seeing you back on campus after the break!

Thanks and Gig ‘Em,

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