



Dear organizations and advisors,

With the changes the university has made to address the changing context and information about COVID-19, Student Activities and Greek Affairs has implemented the below processes to support your current and future involvement plans.

1. Events and Programs during this time: All events are cancelled, and any business including general body meetings, new member education, and executive board meetings may happen online. All off-campus events are cancelled. You can work with your advisor and Campus Reservations on possible rescheduling.
2. Online purchases: During this period all purchasing or planning for events is on pause. Please speak with your SAGA advisor for any essential purchases for your organization's operations. SAGA must approve all purchases and will determine if the purchase is in fact necessary for your organization.
3. LUC has a service through [zoom](#) to accommodate remote communication. It's an instant, secure platform and will make it easy for you to communicate with your membership and advisor. There is a chat feature, group messaging and video chat options. You can access it here using your LUC credentials. [Google hangouts](#) is a great resource as well for large group remote gatherings.
5. Student Organization Sponsored Travel: The university has set guidelines that no student, faculty, or staff member can travel internationally or domestically for official university sponsored travel.
6. The SGLC allocations committee is prepared to respond to all questions and concerns regarding allocations requests and SBR. Please email [allocations@luc.edu](mailto:allocations@luc.edu) for information, and check back on SGLC's website later today for any additional information.
7. BE PREPARED: Be sure your contact information is up to date for the LUC Alerts text message system and on [LUCommunity](#). Take a moment to read about LUC's overall approach to emergency readiness on the Emergency Preparedness webpage.

If you have questions, please consult the [COVID-19 resources page](#) and contact the offices listed on that website. Do not hesitate to reach out if you have any questions.

Please be safe and take care!

Student Activities and Greek Affairs  
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