USF Student Organization & Department Rules & Regulations

Spring 2021

Background
Traditionally, the Bull Market has been an open air, weekly market that hosts a combination of USF student organizations, off-campus vendors, USF departments, and various not-for-profit organizations. All parties showcase their products and services to our ever-growing student population. With over 25 years on campus, Bull Market has become one of the largest and oldest traditions at USF.

Bull Market with Covid-19 Considerations
With a focus on engaging students during this pandemic and supporting student organizations, it has been determined that Bull Market will make a return with Covid-19 considerations in mind. The purpose of this version of Bull Market is to provide USF student organizations and USF departments with an opportunity to promote themselves and their initiatives in a manner that is safe and maintains a steady traffic flow. Vendors and not-for-profit organizations are excluded from this version of Bull Market. A maximum of ten student organizations and departments will be accommodated each week, in a “Grab-n-Go” fashion.

Marshall Student Center
The mission of the Marshall Student Center is to be a vibrant gathering place that strives to cultivate a sense of community through the facilities and services it provides.

The implementation of the Grab-n-Go Bull Market allows the MSC to live up to its vision by being innovative, collaborative, and welcoming people from across campus.
Location, Dates & Time
The Grab-n-Go Bull Market will be held every Wednesday from 11:00am – 1:00pm on the south side of the Marshall Student Center (the Bulls Fountain side). Proposed dates for the Spring 2021 semester are:

- Wednesday, February 10th
- Wednesday, February 17th
- Wednesday, February 24th
- Wednesday, March 3rd
- Wednesday March 10th
- Wednesday, March 17th
- Wednesday, March 24th
- Wednesday, March 31st
- Wednesday, April 7th

The frequency of the Grab-n-Go Bull Market may be adjusted depending on interest from registrants and the USF community.

Eligibility
All Student Organizations must be registered through the Center for Leadership & Civic Engagement (CLCE) and must be in good standing. All USF Departments are welcome to participate. USF Student Organizations and departments are allowed to distribute information, advertise for programs and initiatives, and may give away promotional materials that do not conflict with University policy.

Recommendations for Best Use of Grab-n-Go Bull Market
We recommend that you utilize your table to increase awareness about your student organization, department, or program. Having items or flyers that promote these activities helps participants walk away with a reminder. We also suggest using QR codes to direct students to your websites or sign ups. You should have a virtual way to connect with interested participants soon after the Bull Market. “Take and Make” programming is also encouraged. Think about items that participants can take away from the table and gather virtually later to show their creation or participate together in that creation.

Fee & Pricing Structure
There will be no cost to participate in the Grab-n-Go Bull Market.

Registration
USF student organizations and departments who wish to participate in the Grab-n-Go Bull Market must submit a registration request online through a Qualtrics survey. Potential registrants will be asked to provide basic information such as:

- Organization Name
- Organization Nickname
- Day-Of Contact’s Name
- Day-Of Contact’s E-mail
- Day-Of Contact’s Phone Number
- Purpose for Participation
Registration (continued)
Bull Sync will be used to determine whether a student organization interested in participating is registered through CLCE and in good standing. For any questions about the standing of a student organization, please contact the CLCE at (813) 974 – 7595 or ORGS@usf.edu.

Because USF departments can reserve space for grab-n-go events outside of Bull Market, student organizations will be given priority. Reservation requests will be processed in order of receipt. In the event that a reservation request cannot be accommodated, notification of denial will be sent. Those who successfully register will receive a confirmation outlining expectations for participation and day-of logistical information.

Those who have submitted reservation requests will know their participation status (confirmed or denied) at least 24 hours before the Grab-n-Go Bull Market date that was requested.

Reservation Timeline
The Qualtrics reservation link will be made available on the Bull Market website one week prior to each Market. For example, for the Market on Wednesday, February 10th the link will be made available on Wednesday, February 3rd at 11:00am.

The reservation link will be made inactive when the Market has reached capacity or 24 hours prior to the week’s Market. For example, if the Wednesday, February 3rd Market does not reach capacity, the registration link will close on Tuesday, February 2nd at 11:00am.

Same-day, walk-up reservations will not be allowed.

Participation
USF departments and student organizations are allowed to submit registration requests each week. Preference will be given to first-time registrants. However, if the Market is not full, repeat participants will be approved. Notification of approval for repeat participants will be sent at least 24 hours in advance of the Market.

Rules & Regulations
USF Student Organizations, departments and visitors are subject to the University of South Florida’s Code of Conduct. Decisions made by Bull Market management are final.

Selling
- Sales of any kind will not be permitted during the Grab-n-Go Bull Market. The intent for this version of Bull Market is the promotion of services, initiatives, and engagement opportunities for students.

USF Policy Prohibits:
- The sale, give-away, or advertisement of weapons, fireworks, animals, diet aid products, nutritional supplements, natural or artificial stimulants, drug paraphernalia, counterfeit items, all burned CD’s, DVDs, and games, and pornographic items.
- The promotion or sale of alcoholic beverages, tobacco products, and advertisements promoting alcohol sales at an establishment.
Rules & Regulations (continued)

Food Guidelines:
▪ Food and beverage distribution of any kind will not be permitted during the Grab-n-Go Bull Market. This includes but is not limited to homemade food, catered food, and pre-packed/individually wrapped items.

Animals
▪ Personal pets will not be allowed. Any animal present at the Grab-n-Go Bull Market must adhere to the USF “Animals on Campus” policy 6-033.

Dunk Tanks
▪ Dunk tanks will not be permitted during the Grab-n-Go Bull Market.

Fundraising
▪ Fundraising will not be allowed during the Grab-n-Go Market. This includes raffles, “pie in the face” activities, collection of food/clothing items, etc.

Rain/Severe Weather
▪ In the event of rain or inclement weather, the Bull Market staff will decide the morning of the Market in question if the weather is severe enough to warrant cancellation. In cases of extreme, imminent unfavorable/inclement weather (such as a hurricane), the Market will be cancelled in advance.
▪ Please note that the “threat of rain” does not constitute an automatic cancellation of the Grab-n-Go Bull Market on our part.
▪ In the event of a Grab-n-Go Bull Market cancellation, every effort will be made to notify those who have registered ahead of time via e-mail. You should also plan to call the Bull Market office at (813) 974-5309 to confirm if the Market will take place or not.
▪ Bull Market Management has full authority to cancel the Market for any reason, at any time (e.g. inclement weather, security reasons).
▪ In the event of a Grab-n-Go Bull Market cancellation, every effort will be made to reschedule registered participants for a future date, but this cannot be guaranteed due to limited capacity.

Market Day Information

General
▪ All members of the USF community are expected to maintain social distance. Although this is an outdoor event meant to promote minimal contact between registrants and the general USF community, mask wearing will be required for all.
▪ The Grab-n-Go Bull Market operates from 11:00 AM to 1:00 PM each Wednesday.
▪ Only one representative from the USF student organization or department will be allowed to monitor the station. One chair will be provided.
▪ Registrants will be provided with a sanitization kit, hand sanitizer, and a box of masks to distribute and are encouraged to use these materials as little or as often as they feel necessary. A Plexiglas shield will also be provided.
▪ The check-in and setup time for registered student organizations and departments is as early as 10:00AM.
▪ Bull Market staff members will greet registrants and direct them to their assigned table for the day.
Market Day Information (continued)

General (continued)
- Student organizations and departments are not allowed to share their station, chair, or space with another Student Organization, USF Department, Not-for-Profit Organization, or Vendor even if they are members of both groups.
- USF student organizations and departments are asked to keep their spaces neat and clean at all times. Cleanup must conclude by 2:00pm.

Unauthorized Use of Space
- The Bull Market staff has the authority to ask an organization or department to move or leave if they are not a verified registrant and/or are set up in an incorrect space/area.
- Any group that willfully continues to disregard Grab-n-Go Bull Market rules and regulations by repeatedly setting up without the authorization of the Bull Market staff will have their Grab-n-Go Bull Market privileges revoked for the remainder of the SEMESTER.

Tents & Other Equipment
- No additional furnishings will be permitted.
- Amplified sound and the use of generators/electricity will not be permitted. Please note that there will not be a DJ from Bulls Media present during the Grab-n-Go Bull Market.
- Tents are not permitted.
- Any other items such as TVs, video games, personal sound equipment, etc. that encourages people to linger and form crowds will not be permitted.
- Nothing may be hung from trees or placed inside planters.