



VALDOSTA STATE  
UNIVERSITY

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Summer 2021

**Return to Campus Plan**

Updated May 6, 2021



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## Summer Return to Campus Planning

The following section details guidance and recommendations for campus operations in the Summer 2021 semester. Summer classes begin with social distancing expectations. Campus leaders have addressed workplace and health safety, academic considerations, public service and outreach availability, student life offerings, enrollment management, athletics, communication strategies, and fiscal impact.

# Index

**Workplace and Health Safety .....7**

Travel: ..... 7

**Academics & Research .....8**

What needs to be in place for academic and research personnel to return to campus?..... 8

Communication Plan:..... 8

Academic Plan:..... 8

Professional Development:..... 8

Health and Safety Plan:..... 8

What are the priorities for academic and research personnel returning to campus?..... 9

What are the essential technology needs for every faculty for Summer semester? What do we provide? What is their responsibility?..... 9

What type of faculty development will be available to support faculty in online delivery? ..... 9

What are the parameters that need to be in place to allow for research that must be conducted in university research spaces on campus? ..... 11

What is considered critical research activity vs. time sensitive activity vs. normal activity? ..... 12

How do we ensure the health and safety of clinical patients and human research subjects? ..... 12

How do we protect the careers of early stage researchers?..... 13

How do we protect undergraduate researchers who may be under different orders based on their status as a student? ..... 13

How do we ensure as rapid a restart for research that mirrors the current public health condition? ..... 14

What policies and/or practices need to be in place to ensure face-to-face classes allow for social distancing when necessary?..... 14

Do we have large classes? How large? ..... 15

Are current office, classroom, and lab set ups appropriate to enable social distancing when expected?..... 15

What changes in the academic schedule are required/anticipated and what approval does it require? ..... 16

Testing..... 16

Concerns of Individual Faculty and Students: ..... 16

Study Abroad ..... 17

Clinical, Practical and Internship Courses..... 18

**Public Service, Outreach, Continuing Education & Cooperative Extension ..... 19**

What falls into this category on campus? ..... 19

When do our employees initiate in-person outreach related to these functions? ..... 19

Do we restrict by size?..... 20

Are there certain programs/activities we will allow and others we restrict? If so, what is the criteria? ..... 20

Will we have guidelines for groups who wish to use our facilities in the Summer? ..... 20

Will we restrict size of outside groups?..... 20

Will there be cleaning/mitigation requirements?..... 20

**Student Life ..... 21**

Residence Life ..... 21

Protect Yourself ..... 21

Know where to get information ..... 21

The Residence Hall ..... 22

Common Spaces..... 22

Shared kitchens, dining rooms, laundry rooms, bathrooms ..... 22

Institutions should submit plans for the following:..... 23

Summer 2021 Housing Contract Residential Agreement..... 24

Summer Move-in Plan ..... 32

Dining (ARAMARK Provider) ..... 33

Will we open our dining areas? ..... 33

What are our policies, practices and guidelines regarding disinfecting surfaces in food service facilities? ..... 33

What are our policies, practices and guidelines regarding social distancing in these facilities? ..... 34

What are our policies, practices and guidelines for employees who staff these facilities?..... 35

Counseling Services..... 36

Health Centers ..... 37

Practices to be implemented for face-to-face health center visits from scheduling to delivery and follow-up appointments..... 37

Practices to be implemented for telemedicine when needed or appropriate..... 38

Student Organizations & Activities ..... 39

Meetings and Events..... 39

Greek Life Recruitment:..... 40

Bands and Choral Groups ..... 41

Choral Groups ..... 41

Marching Band ..... 41

Campus Recreation ..... 42

Hours/Staffing Levels/Occupancy Changes ..... 42

Entrance Modifications..... 42

Facility Space and Equipment..... 42

Program Activity Areas ..... 43

Student Recreation Center Cleaning ..... 44

Should CDC and State Public Health guidelines become less restrictive, the following conditions will be evaluated and considered:45

Co-curricular Requirements..... 46

Student Unions and Other Community Gathering Locations..... 47

Bookstore (FOLLETT Higher Education Group Provider) ..... 48

Proper Social Distancing ..... 48

Employee Actions Steps..... 48

General Operation/Disinfecting Action Steps: ..... 48

Additional Follett Guidance: ..... 49

**Enrollment Management ..... 51**

    Recruiting ..... 51

    Admissions ..... 51

    Registration ..... 51

    Orientation..... 52

    Advising..... 52

    Financial Aid..... 52

    What special initiatives will be launched to increase/maintain enrollments? ..... 53

**Athletics ..... 54**

- COVID-19 Return to Full Athletic Activity Plan ..... 54
- Communication..... 54
- Pre-Participation Clearance ..... 54
- Education Plan ..... 54
- Action Plan ..... 55
- Outdoor Practices ..... 57
- Indoor Practices ..... 57
- Use of Football Facilities ..... 57
- Use of Soccer Facilities..... 58
- Use of PE Complex ..... 58
- Use of Baseball Facilities..... 58
- Use of Softball Facilities ..... 59
- Use of Kinderlou Country Club..... 60
- Use of Weight Room ..... 61
- Use of Athletic Training Clinic ..... 61
- Specific Situations ..... 62

**Communications ..... 64**

- Responsibility ..... 64
- Communications Tactics ..... 64

**Fiscal Impact ..... 64**

- What are the financial impacts of each working group recommendation?..... 64

End of Document. .... 65



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# Summer classes begin with social distancing expectations

## Workplace and Health Safety

Valdosta State University has moved forward with a plan for a return to campus for students in a face-to-face format that includes provisions for social distancing.

### Travel:

At present, university travel continues to be limited to essential travel and must be approved in advance by the appropriate vice president. Travel policies will continue to be updated to reflect travel guidance from the CDC and the impact of domestic travel or global travel restrictions.

Fully vaccinated faculty and staff should follow CDC guidelines for traveling safely (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>).

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# Academics & Research

## What needs to be in place for academic and research personnel to return to campus?

In order to have a successful transition back to campus, we have implemented a comprehensive set of plans, addressing four primary areas:

1. Communication across all academic areas,
2. The Academic Plan,
3. A plan for training and professional development for faculty, and
4. A health and safety plan, to ensure we will do all we can to assure the continued health of the campus community.

### Communication Plan:

- Establish transparent, consistent communication
- Hold webinars or virtual town hall meetings to broadly share information

### Academic Plan:

- Establish an actionable plan that is flexible and deliverable
- Create a pivot plan: Be prepared to move to and/or from various modalities (face-to-face with social distancing, hybrid, online, etc.)
- Identify technological infrastructure needed to accomplish the pivot plan
- Encourage fully online advising and continue the concierge model if possible
- Plan a robust co-curricular life that can be delivered online or in a socially distanced environment

### Professional Development:

- Establish and provide professional development
- Ensure high quality online instruction
- Provide appropriate requirements for technological and pedagogical development training for faculty

### Health and Safety Plan:

- Ensure strict, transparent, and clearly communicated health and safety protocols (USG Health and Safety Guidelines)
- Make appropriate provisions to allow high risk instructors to deliver classes as scheduled
- Implement social distancing strategies in classes and research areas

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## Faculty Resources

### What are the priorities for academic and research personnel returning to campus?

In advance of faculty and staff returning to campus, we have established strict, transparent, and clearly communicated health and safety guidelines to all personnel. This includes:

- Establishing strict guidelines (USG Health and Safety Guidelines)
- Making appropriate provisions for high risk faculty.
- Establishing widespread and comprehensive sanitation practices.
- Implementing social distancing strategies, consistent with public health guidelines

### What are the essential technology needs for every faculty for Summer semester? What do we provide? What is their responsibility?

Every faculty member will need access to an appropriate computer for accessing instructional resources such as BlazeView. The university provides every on-campus full-time faculty member with an office computer. Some faculty are also provided with a laptop or tablet computer. These resources are sufficient for accessing all needed software. All essential technology is provided by the university. Individual faculty and students should use their individual tablets or other mobile devices to limit touching of shared technology and other surfaces in the classroom (e.g. instructor smart cart with computer, whiteboard, touch-screen video displays, computer lab) wherever possible.

### What type of faculty development will be available to support faculty in online delivery?

VSU's CELT (Center for Excellence in Learning and Teaching) and Center for eLearning are continuing to promote and offer five robust types of faculty development in online/hybrid teaching that vary in time investment from the faculty, date range of completion, and skill level (from introductory to advanced). All faculty members (including part-time faculty) are encouraged to participate in any that meet their needs for development. Faculty may choose to participate in as many as they like. New faculty (full-time and part-time) are directed to these resources as soon as possible upon hiring.

CELT Tuesday Teaching Tips will continue this summer with pedagogical topics about teaching online/hybrid courses, including the promotion of the USG's Faculty Development Summer 2021 Webinar Series. CELT Tuesday Tips are circulated weekly via all-campus e-mail announcements and posted to CELT and eLearning Twitter. The Center for eLearning also posts bi-weekly "tips and tools" announcements in BlazeVIEW.

CELT and the Center for eLearning created a series of asynchronous webinars available 24-hours, 7-days a week in the faculty "BlazeVIEW 101: Pedagogy and Technology 2020-2021." In addition, this inventory includes recordings of 50+ free webinars from campus partners, licensed vendors, and reputable organizations in higher education (e.g., Online Learning Consortium). To target needs, department heads can request any of these webinars to be delivered synchronously to their faculty. Topics include the following:

- Asynchronous versus Synchronous Teaching Strategies (for fully online, pivot

- online, hybrid)
- o Teaching and Active Learning with Blackboard Collaborate Ultra (for synchronous online and HyFlex)
- o Simulation and Q&A about Hybrid-Flexible (Hy-Fex) Teaching in VSU Classrooms
- o Microsoft Teams for Teaching and Learning
- o Teaching F2F with a Mask on and Creating Caring Classrooms (for F2F with social distancing)
- o Flexible and Alternative Assessments to Online Proctored Exams
- o Flipping your Remote/Hybrid/Online/F2F Socially-Distanced Class
- o Small Teaching Online
- o Teaching Tips for Elevating Online Discussions in BlazeVIEW
- o Leveraging Mobile Technology for Social Distancing In F2F Classrooms
- o Teaching, Assessing, and Engaging Students with Kaltura
- o Video Recording vs. Video Conferencing: Pedagogical Comparisons and Best Practices
- o Humanize your Online Class with VoiceThread
- o Using VoiceThread for Engaging Students Online
- o Tips for Effective Teaching the First Day F2F or Online
- o Introduction to BlazeVIEW
- o Boosting Student Ownership and Accountability with BlazeVIEW Gradebook
- o Creating Accessible Online/Hybrid Courses

USG Online Faculty Development Series in teaching online. Three multi-week scaffold courses are available via open-access Google sites with small modifications from original course design and content (see Google sites listed below). Faculty can register for the original courses in D2L and receive badges after completion that typically takes 2-3 weeks. Any USG faculty can still [sign-up here](#).

- o USG Course One: Developing an Online Course:  
<https://sites.google.com/westga.edu/developing-an-online-course/home>
- o USG Course Two: Improving Student Engagement and Cultivating an Online Learning Community: <https://sites.google.com/westga.edu/usg-online-learning-community/home>
- o USG Course Three: Advancing Online Course Quality:  
<https://sites.google.com/westga.edu/advancing-online-quality/home>

CELT and the Center for eLearning will continue to offer other services for faculty to prepare for possibly pivoting online in the summer:

- o One-on-one consultations are available via e-mail, phone, video conference, and/or socially distanced in-person.
- o Emergency Guide to Teaching Online. In March 2020, all VSU faculty were enrolled in this 2-3+ hour emergency training course in BlazeVIEW that was developed by USG eCampus.
- o VSU's Center for eLearning website on [Teaching Remotely](#) and the [Keep Teaching USG](#) website provide more resources for faculty to prepare to transition to online instruction
- o Along with the support offered by CELT and the Center for eLearning, these

offices worked with Academic Affairs and IT to create additional resources for faculty that can still be used in Summer 2021. These include "Sample Syllabus Statements" (<https://www.valdosta.edu/academics/academic-affairs/sample-syllabus-statements.php>), which provide sample statements to help faculty address modality and technology requirements in their classes among many other topics. There is also a HyFlex Guide for Faculty (<https://www.valdosta.edu/academics/academic-affairs/hyflex-guide-for-faculty.php>), a document on Faculty Guidelines and Best Practices for Using Proctored Exams (<https://www.valdosta.edu/academics/academic-affairs/best-practices-for-proctored-exams.php>), and an explanation of Common Class Modalities (<https://www.valdosta.edu/academics/academic-affairs/common-class-modalities.php>).

## Research

### **What are the parameters that need to be in place to allow for research that must be conducted in university research spaces on campus?**

Faculty, staff, and students are required to wear face coverings in all buildings while COVID-19 restrictions are in place. In addition, in some spaces, PPE may also include masks, gloves or other PPE as necessary to ensure safety of research participants.

Posters/flyers have been placed on lab entrances with the following COVID-19 protocols:

- Follow lab safety procedures,
- If you have COVID-19 symptoms, stay home and call your supervisor,
- Social distance from other people, wherever possible
- Use sign-up calendar or other communications to stagger work for social distancing,
- Let others know when you will be working in the lab,
- Clean lab surfaces when beginning research activities and before leaving the lab space with appropriate disinfectant,
- Wash your hands for 20 seconds with soap and water often. If soap and water are unavailable use hand sanitizer that is at least 60% alcohol,
- When wearing gloves, avoid touching your person (hair, clothes, etc.),
- Wear the appropriate PPE for the task in the lab and when social distancing cannot be implemented

Assign a contact person and information directory for each lab space. The contact person is responsible for maintaining a schedule of all who were in the space with times and dates. The PI/supervisor is responsible for ensuring that students and staff working on their research project follow university policy/guidelines.

Provide the most current/up-to-date information on COVID-19 to students and researchers (Right-to-know).

Grant PIs will notify granting agencies whenever there is a significant disruption of sponsored research projects.

## What is considered critical research activity vs. time sensitive activity vs. normal activity?

### Critical research activity includes:

- research that has the potential of impacting critical issues in society such as public health or agricultural research that could impact the food supply
- research that must be continued to maintain the health and safety of human participants
- research that if stopped would result in the loss of data or samples that are irreplaceable
- maintenance of critical or irreplaceable equipment or samples
- maintenance of research animals to ensure ethical and humane treatment and ensure health of irreplaceable populations of animals that are used in research studies
- maintenance of plant populations that would be hard to recreate because of age of populations or specimens
- agricultural research that could impact the food supply
- research that examines unique events from natural to man-made disasters such as oil-spills and hurricanes.

### Time sensitive research activity includes:

- grant-related activities
- editorial and publication revisions
- research related to seasonal activities such as weather, athletic events, education, and environmental issues
- research conducted by tenure-track faculty is also considered time sensitive given that faculty are on a tenure clock to complete research projects and scholarship obligations
- research associated with theses and dissertations in order for the graduate student to make adequate progress towards completing the graduate program's requirements.

Most faculty-mentored undergraduate and graduate research is considered **normal research activity** and includes:

- course-based research
- unfunded research
- independent/guided student assignments.

## How do we ensure the health and safety of clinical patients and human research subjects?

VSU has adopted the following practices based on the CDC Guidance [for Community, Work, and School](https://www.cdc.gov/coronavirus/2019-ncov/community/index.html) (<https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>).

In addition, each facility should be prepared to develop the following:

- **Communication Plan:** All faculty, staff, students, and clients should receive clear and timely information about services offered, times, and procedures.
- **Teleworking vs. Onsite:** If appointments are possible and appropriate via working from a distance, work should continue that way until public health recommendations change. If onsite visits are needed and appropriate, the following procedures should be in place.
- **Training:** All faculty, staff, and students should be trained on up-to-date CDC protocols – including how the virus spreads; proper sanitation procedures; how to wear, use, and dispose of PPE properly –and how to educate clients on practicing those protocol.
- **Scheduling:** All clinics should schedule clients by appointment only. Appointments should be staggered so there will be minimal contact between clients. No more should

be onsite at any given time than allowed by the Governor's order, assuming appropriate social distancing is possible.

- **Screening:** Clients should be screened online/by phone when making their appointment and before being admitted to the site, using a screening instrument that they must sign or initial on arrival.
- **Entering the Clinic:** The following procedures will be used to protect clients as well as VSU students, faculty, and staff need to be developed for each clinic. Clients, students delivering clinical services, and supervisors should all be temperature checked before entering the clinic. Clients should wait in their cars in a designated parking area until summoned to come. Clients receiving services in campus buildings should be limited to the specific clinical area and not allowed in other areas of the building or campus. If clients are accompanied by family members/guardians, each clinic must establish whether these family members can be with the client or must wait outside.
- **Cleaning/Safety:** All equipment/surfaces should be cleaned between each client with time allotted for further deep cleaning scheduled daily. Clinics that make use of toys, books, or equipment as a part of therapy need to make provisions for cleaning of those items or develop alternative practices. Those conducting the actual cleaning need training about specific procedures. The university may need to provide "train the trainers" training.
- **Distancing:** Services should be delivered in the largest possible space, and at the minimum, the space used should allow for physical distancing. If appropriate, tape or placement of furniture should be used to establish safe distances between clients and staff. To increase safety, visual alerts (signs, posters) should be posted at entrances and in strategic places providing instruction on hand hygiene, respiratory hygiene, and cough etiquette. Clients and undergraduate student researchers should be required to wear masks during the provision of services/conduct of research.
- **Bathrooms:** Each physical space used by clients or student researchers needs a plan for the use of bathrooms, as they are small spaces that cannot accommodate social distancing. Clear signage needs to be displayed on bathroom doors explaining their use.
- **Notifications:** When a clinic manager or researcher becomes aware that a recent client or undergraduate researcher has tested positive for Covid19, the unit head will notify HR, so that VSU can inform the regional Department of Public Health.
- **IRB requests:** Develop a blanket statement that refers to adhering to the governing university, BOR, and/or CDC guidelines for COVID-19 safety, including the understanding that conditions may change during the research period.

### How do we protect the careers of early stage researchers?

VSU has done the following:

- Updated the Annual Faculty Activity Report and Action Plan with prompts to allow faculty the opportunity to reflect on disruptions to their teaching, scholarship, and service.

### How do we protect undergraduate researchers who may be under different orders based on their status as a student?

VSU continues to offer virtual opportunities for VSU undergraduate researchers to share and discuss their work. The Blazer Summer Research Institute will be held this summer with appropriate safety protocols in place.

### **What does a fair and transparent process for granting access to campus researchers look like?**

Access can be granted for all faculty to use research spaces assuming that social distancing is practiced, and the health and safety protocols outlined in this document are followed. Undergraduate and graduate students would be granted access based upon the ability of faculty research mentors to supervise and maintain the health/safety protocols on campus.

### **How do we ensure as rapid a restart for research that mirrors the current public health condition?**

PPE and safety protocols will continue to be required in place where research is conducted.

Departments have modified lab work areas to allow for social distancing. It is the supervisor's (PI's) responsibility to ensure that social distancing policies are followed in research spaces.

Public health research has been ongoing at VSU. VSU conducts research pertaining to public health, such as the West Nile Surveillance program, and this research is ongoing and following the parameters outlined above. Safety protocols and procedures have been met and will be shaped by federal, state, and institutional policies.

During the summer, safety protocols and procedures will continue to be communicated to all constituents. VSU must provide a safe work environment and identify safety protocols and practices.

The College of Nursing and Health Sciences and the College of Education and Human Services has exercise labs and student practicums that have specific health requirements and safety protocols. These protocols have been in place before the COVID-19 pandemic and will continue, in order to meet faculty, staff, and student safety and minimize health risks.

### **Overarching Flexibility for Summer Classes**

Each face-to-face and hybrid course should be developed with sufficient flexibility to move fully online for one or more brief periods or for the entire semester.

- In addition to the preparation for face-to-face and hybrid courses as outlined in the next section, faculty will be asked to prepare alternative online instruction for their courses in the event those courses need to move fully online for short period(s) of time or for the remainder of the semester.

### **Social Distancing and Face-to-Face Classes, Labs, Studios:**

#### **What policies and/or practices need to be in place to ensure face-to-face classes allow for social distancing when necessary?**

The University will follow the CDC & GPH guidelines while continuing to follow Occupational and Environmental Safety Policy in labs and studios. At present, these guidelines require social distancing for all students and the faculty, maintaining a social distance between each classroom, lab or studio occupant, effectively reducing the capacity of each existing classroom,

lab and studio. We will continue to require students and faculty to wear face coverings in class.

### Do we have large classes? How large?

VSU has a relatively small number of large classes. A few classes enroll over 300 students and cannot be accommodated in any single space on campus while maintaining appropriate social distancing. Thus, accommodating these classes with social distancing has required adopting an alternative teaching paradigm, where not all students will physically attend class on-campus every day. A variety of strategies are indicated below, but these include flipped classroom and flexible hybrid models.

As an illustration of the reduced capacities of our largest spaces when using social distancing, the following table lists our largest spaces, with their standard capacities and reduced (social distanced) capacities.

Large Lecture Halls	Normal Capacity	Social Distanced Capacity
Jennett 1111, 2211	355	55
HSBA Auditorium	260	35
Pound Auditorium	220	36
Converse Auditorium	165	29
Bailey 1011	279	45
Bailey 3009	138	24

In order to provide adequate space for larger classes, VSU will continue to utilize a number of normally non-instructional spaces as classrooms. The largest available space on campus is the Student Union Ballroom - which will accommodate a maximum of 189 students with social distancing. Other large spaces include the University Center Magnolia Room (72 students), UC Cypress Room (24 students), Whitehead Auditorium (116 students), Sawyer Theatre (29 students) and the Student Union Theatre (48 seats).

### Are current office, classroom, and lab set ups appropriate to enable social distancing when expected?

Our current configuration of classroom, laboratory, and studio spaces are not large enough to accommodate standard class sizes with social distancing. As a result, VSU will continue to make available larger spaces that are not generally used for instruction (such as the Student Union Ballrooms and spaces in the University Center) and offer options for faculty teaching lecture, lab, and studio classes to customize on a course-by-course basis, based on the best practice for the size of their class, the specific learning outcomes, and available resources (e.g., equipment and supplies), etc. while maintaining social distancing. All classrooms have been outfitted with computers with a web camera and a microphone. Thus, each professor has the option of synchronously broadcasting class sessions using Microsoft Teams or Blackboard Collaborate Ultra, thereby allowing students in another classroom or at home to participate in the class session.

Summer semester face-to-face classes have been scheduled as follows:

- Classes that benefit most from a **fully face-to face environment** (for first-year students or those with traditionally higher DFW rates) have been scheduled in the larger classroom spaces that provide social distancing while still allowing for all students to



attend at the same time.

- **Classes that cannot physically accommodate all registered students (if any) will be offered mainly in the Hybrid-Flexible (HyFlex) format.** In this format, on some days, students will be assigned to be present and participate in the classroom while on other days, students will be assigned to be present and participating remotely via one of our virtual platforms (Blackboard Collaborate Ultra or Microsoft Teams) unless students have received an accommodation from the VSU Access Office to attend class remotely for the entire semester or are required to isolate as a result of COVID exposure.

Additionally, clinicals will be required to follow accrediting body standards. Where practical, faculty are encouraged to front-load clinical or practicum hours in the beginning of the semester, in the event that clinical sites become available later in the semester.

Faculty members have been provided with a variety of sample syllabus statements on a number of topics, including their class modality, technology requirements, and the use of face coverings and social distancing. They have also been provided with a number of resources to assist with the modality they are using in their classes.

### What changes in the academic schedule are required/anticipated and what approval does it require?

There are no changes to the academic schedule that are currently anticipated, except as available larger spaces might become unavailable. We do not at present expect that this will be an issue during the Summer sessions.

### Testing

Since, in some cases, entire classes may be unable to meet in one space at the same time, consideration has been given to alternative testing strategies. For a small number of classes, this may mean that assessments/testing are moved online. VSU has purchased a virtual proctoring solution—Respondus Monitor—that faculty may use and that has no cost for students. In other cases, faculty may wish to replace a small number of high-stakes tests with a larger number of lower-stakes assessments. CELT has helped faculty with strategies for doing this while maintaining rigor and testing security.

### Concerns of Individual Faculty and Students:

Will we allow/encourage/promote faculty who wish to teach their course in a remote format to do that in the summer?

- o Faculty members have had the option to apply for accommodations to allow them to teach online.
- o All faculty are encouraged to share their prepared course information and materials with their department head prior to the beginning of the semester, in case a colleague must assist faculty who may become unable to teach for a period of time. If a faculty member tests positive for COVID-19 or receives a clinical diagnosis for COVID-19 or is required to self-isolate and is temporarily unable to continue teaching their courses, as per normal procedure, department heads will make appropriate arrangements for the faculty member's courses to be covered and for students to continue to earn the credit for which they are registered. Faculty will work with the Human Resources department to identify available

leave options.

- o CELT has provided a list of resources for faculty members to assist with alternative strategies for changing modes of delivery over the course of a semester.
- o Faculty will have robust and flexible office hours in an appropriate format to ensure students have the ability to connect with faculty one-on-one.

## Study Abroad

Will we allow/recommend study abroad this summer?

- VSU does not have any scheduled Summer Semester study abroad.

## Academic Support:

What is the plan for academic support for GPA minimum admits without onboarding/success programs?

- Two groups of students have been identified as at-risk as a result of being admitted with GPA minimums and without onboarding/success programs: those students admitted by GPA minimums (without ACT or SAT test scores) and those students with Presidential Exceptions (students who do not meet all minimum requirements but show promise). It is uncertain at this time how many students will be enrolled this summer in these groups; however, these groups of students are coded in Banner and will be closely tracked. Based on that tracking, we will know how many students will require support services once they matriculate.
- The academic support options and outreach are organized by Division. The Student Success Council will oversee the coordination of effort.
- **Academic Affairs**
  - o Faculty Mentors - at-risk students assigned to faculty mentors in each department. Learning Support - coordinate additional support for at-risk students enrolled in Learning Support courses.
  - o eLearning - provide learning resources through BlazeView.
  - o CELT - provide faculty development workshops related to mentoring at-risk students.
- **Student Affairs**
  - o Career Opportunities - targeted programming for at-risk students on getting off to a good start in year one.
  - o Counseling - share resources and offer targeted programming for at-risk students.
  - o Housing / Residence Life - train RA's to work with at-risk students (build upon the training that occurred last year and was partnered with Commuter Success Coaches).
- **Student Success**
  - o Academic Advising - Advisors invite at-risk students to meet, either face-to-face with physical distancing, or through virtual meetings, for more frequent check-in appointments.

- Tutoring - support at-risk students through Supplemental Instructors (SIs) and tutors. Commuter Success Coaches - work with off-campus first year students similar to this past year (train with RA's).
- VSU 1101 - Offer this cornerstone course, which is typically taught during the summer for Summer Ignite students, to all incoming at-risk students this Summer.
- **Entire Campus**
  - Concierge Coaching - the program will continue in a very limited manner. Concierge coaches are current Graduate Assistants and student employees that connect with students weekly to ensure a positive experience and to connect students to the needed resources. The concierge serves as the student's main point of contact for all campus resources. Staff and graduate assistants who have time available can contact students (particularly at-risk students) to ensure they have all the resources they need to be successful. Intentional assignments have proven successful and the procedures used for concierge coach assignment from previous terms will continue.

### Clinical, Practical and Internship Courses

How will courses/programs with clinical/practicum/internship/etc. requirements be handled if it is necessary to pause or halt participation due to COVID-19?

- Clinical, Practical and Internship courses will follow program accreditation guidelines as directed by accrediting/licensing agencies. In the event that the university transitions to a fully online format as a result of COVID-19, faculty will need to be prepared to offer online or virtual clinical simulation, case studies, webinars, etc. Clinical, practicum, and internship sites will be encouraged to provide an alternative work option for students during their experience such as teleworking: telehealth, tele mental health, and possible online instruction for the K-12 system for the completion of practicum and internship hours. Other individual experiential assignments will be addressed similarly.
- In the event that a student is unable to complete the required number of hours in the clinic, practicum or internship, the student can, in collaboration with the instructor, petition to receive an "Incomplete" grade and satisfy the outstanding requirements within a reasonable timeline as permitted by the facility or site. This is a last choice option and disruption to progression or graduation will be avoided whenever possible.
- Students will need to be informed in advance that they may be required to wear PPE and adhere to strict policies and protocols in the clinical, practicum, and internship setting. Students enrolled in clinical, practicum, or internship experiences on campus will follow the public health guidelines (e.g. social distancing, disinfected utilization, etc.) in affect at that time.
- The clinical, practicum or internship site may require students to wear personal protective equipment (PPE). As a result, the University may need to continue to purchase additional PPE for these students. Revised MOUs may need to address COVID-19 liability waivers, the potential mandate for students to abide by social distancing guidelines, and the access to PPE while working at an internship site, etc.

## Public Service, Outreach, Continuing Education & Cooperative Extension

### What falls into this category on campus?

Anything that is not determined to be academic instruction. All programs, events and/or reservation options initiated or sponsored by University departments/subunits that are open to the non-VSU community. These programs have traditionally been initiated by a variety of offices but include Continuing Education, Center for South Georgia Regional Impact, External Affairs, Development, Alumni Affairs, Student Affairs, and Academic Affairs.

### When do our employees initiate in-person outreach related to these functions?

Traditionally, VSU employees have initiated in-person outreach in a number of ways.

Numerous events are hosted on campus at which employees directly engage with members of the campus community as well as large numbers of participants who are from off-campus communities. For the Summer semester, these types of in-person engagement opportunities will resume in-person following the guidance from CDC and GDPH. For off campus events, employees should comply with CDC, GDPH, and any local guidelines.

What are the policies, guidelines and practices governing these programs/activities in Summer 2021?

- In-person engagements for the Summer Semester should be conducted in compliance with CDC and GDPH guidelines. Attendance caps will be dictated by institutionally (or USG) established guidelines as well as by any executive orders issued by the Governor. Event organizers must ensure that attendees comply with social distancing guidelines recommended by CDC and GDPH as well as any additional safety guidelines required by the USG (mandated face covering, etc.).

University departments may schedule in-person events so long as CDC and GDPH guidelines for gatherings are followed. In the event a space has been dedicated as classroom space, then any event that is approved to be held in that space outside of classroom hours may be required to utilize the classroom set-up. It will be difficult to reconfigure a room set up in a space that has been designated for classroom space. All rental agreements must include this language.

**Do we restrict by size?**

Prevailing guidelines established by federal, state, local, and institutional authorities regarding crowd-size must be followed. At a minimum crowd-size should be restricted to allow a minimum of 3 feet between participants at all times.

**Are there certain programs/activities we will allow and others we restrict? If so, what is the criteria?**

Non-academic but VSU-sponsored events will be allowed. These limited events must follow CDC and GPHD guidelines for gatherings.

**Will we allow outside groups to use our facilities Summer 2021? If so, under what circumstances?**

Outside groups may use facilities during Summer 2021 utilizing established reservation and rental policies. All outside groups must adhere to CDC and GPHD guidelines for gatherings.

Summer camps may resume for Summer 2021 following all state guidelines. Summer camp programs may utilize campus facilities.

**Will we have guidelines for groups who wish to use our facilities in the Summer?**

Any approved use of VSU facilities will require event organizers to be responsible for enforcing all prevailing guidelines such as social distancing, the wearing of face coverings. All other VSU reservation policies are in effect.

**Will we restrict size of outside groups?**

CDC and GPHD guidelines must be followed regarding social distancing. This will determine the capacity of campus facilities available for use.

**Will there be cleaning/mitigation requirements?**

Internal and external groups who are approved to hold an event in VSU space are required to pay any costs associated with cleaning and sanitizing the space. These charges will include the actual cost of labor and supplies used to clean and sanitize the space.

## Student Life

Institutions should seek to offer a student life that resembles a traditional student experience whenever possible. Social distancing will undoubtedly change the nature of the type of events, activities, experiences that can be provided. The goal is to connect students to the institution in a manner that promotes student success and engagement.

### Residence Life

Residence life is a critical component to many students' experience at our institutions and should be preserved as much as possible. Institutions will not be able to guarantee safety from COVID-19 to residential students.

Residence hall rooms will be viewed as a shared residence within each room, suite, or apartment, similar to a family's shared residence in that social distancing practices are not expected within the, suite or apartment. As such, it is the responsibility of the residential students to adhere to appropriate behaviors related to the prevention of COVID-19, including the cleaning of their room or suite. Individual students should be reminded of the best practices in prevention but must take responsibility for their own actions.

Institutions will create an environment in which students can practice the safety guidance adapted from the CDC in the public areas of the residence halls. Individuals are responsible for the cleaning and disinfecting their individual room. Guidelines for individuals living in shared housing include:

### Protect Yourself

- ˆ [Social distance](#) at least 6 feet from others that you do not live with.
- ˆ Consider wearing [cloth face coverings](#) in any shared spaces, not including your room.
- ˆ Everyday preventative actions everyone should take:
  - ˆ Know how it spreads
  - ˆ Wash your hands often
  - ˆ Avoid close contact
  - ˆ Cover your mouth and nose with a cloth face cover when around others
  - ˆ Cover coughs and sneezes
  - ˆ Clean and disinfect

### Know where to get information

- ˆ Make sure you know how your residence hall is going to communicate COVID-19 information to you; email, websites, hotlines, automated text messaging, newsletters,

and flyers to help communicate information on COVID-19 best practices.

### **The Residence Hall**

COVID-19 prevention supplies should be provided in common areas, such as soap, alcohol-based hand sanitizers that contain at least 60% alcohol, tissues, and trash baskets. Custodial staff will be responsible for the cleaning and disinfection of the common areas.

Non-essential volunteers and visitors in shared areas should be limited or avoided.

Staff should avoid entering residents' rooms or living quarters unless it is necessary. Staff should use virtual communications and check-ins (phone or video chat), as appropriate.

### **Common Spaces**

Be flexible, rules may change in common areas. Maintain 6 feet of social (physical) distance between yourself and everyone that you do not live with. This may mean there will be alternatives to activities, cancelled activities, or closed areas. If you see people in areas that are small such as, stairwells and elevators, consider going one time. Here are some examples of how the rules in common spaces may change:

#### **Shared kitchens, dining rooms, laundry rooms, bathrooms**

Access will be available, but the number of people should be restricted so that everyone can stay at least 6 feet apart from one another.

People who are sick, their roommates, and those who have higher risk of severe illness from COVID-19 should eat or be fed in their room, if possible.

Do not share dishes, drinking glasses, cups, or eating utensils. Non-disposable food service items used should be handled with gloves and washed with dish soap and hot water or in a dishwasher.

[Guidelines for doing laundry](#) such as washing instructions and handling of dirty laundry will be posted.

Sinks could be an infection source, and students should therefore avoid placing toothbrushes directly on counter surfaces.

Totes can be used for personal items such as toothbrushes and hygiene products so they do not touch the bathroom countertop. Students who are considered to be at a higher risk for severe illness as defined by GDPH should carefully consider whether moving into a residence hall is the appropriate option.



Returning to the residence halls will be a significant undertaking. Each campus has unique residence hall configurations and thus it is difficult to provide standard expectations. Plans for residence life should be built on the following ideas:

- The health and wellness of our students remains a priority for each of us.
- Residence life is a crucial component for many students in their academic experience.
- Students ultimately will make their own choices. Our goal is to mitigate the risks associated with COVID-19 on our campus by providing an environment for living that allows for social distancing.

**Institutions should submit plans for the following:**

1. An acknowledgement form for students listing the best practices known at the time of move-in will be developed and used for each resident.

- The following is proposed based on guidance from VSU Legal Affairs. This will be included within the StarRez Portal during the summer, prior to student move-in, and require students to re-enter their contract portal and acknowledge this addendum. Students that do not complete the online version of this form will be provided a paper copy to review and sign during the move-in process before they are issued a key to their residence.
- Students who refuse to sign the agreement will be permitted to move into the residence hall; however, they must still abide by the policies and guidelines set forth. A list of students that refused to sign will be maintained as proof they were presented with the information.

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### Summer 2021 Housing Contract Residential Agreement

This document serves as an addendum to the Summer 2021 Housing Contract.

The Office of Housing and Residence Life has worked with the VSU Physical Plant to ensure that residential spaces have been disinfected prior to the arrival of students for the Summer 2021 semester. Throughout the period of the Summer 2021 Housing Contract, measures for cleaning will be utilized that have been put into place by the USG (University System of Georgia) and the CDC.

Students will be expected to follow additional guidelines for COVID19 that may not be reflected in the version of the Housing Contract in the Housing Portal. The guidelines below represent some of the changes that may be enacted for the Summer Semester. This list is changing as guidelines from above listed agencies may change. Students will be notified of changes via their VSU email account and will be expected to adhere to the guidelines for the safety of all residential spaces.

- Wash hands regularly
- Touchless hand sanitizers will be available in each lobby
- Soap will be provided in all common area restrooms
  - Social Distancing measures
- No gathering in groups of more than 10
- Maintain 6 feet of physical distance between individuals
  - Guest Policy
- No overnight guests
- Limited number of visitors per room/suite/apartment
  - Maintaining a clean-living environment
- Students in suite-style or apartment living will be expected to clean their bathroom weekly
- Trash should be taken to appropriate outside locations on a timely basis
  - Health and Safety checks may be performed virtually and require that I am able to show my space when requested

Students who exhibit any symptoms related to COVID19 should call the Student Health Center immediately at 229-333-5886. Students who test positive or have been exposed through close contact are encouraged to go home if possible and if they are not able to will be housed in an isolation area until they meet the requirements to return to the campus community.

I, the signed below, understand and accept these additional guidelines to live on campus for the 2020-2021 academic year.

Student Name (Print)

Student Signature

Student ID# 870\_\_\_\_ Date

2. VSU will develop an awareness campaign for the residence halls to promote best practices in prevention.

Each avenue within the awareness campaign will address the following best practices for health and safety.

**Protect Yourself:**

- ˆ Social distance by staying at least 6 feet apart from others that you do not live with.
- ˆ Consider wearing cloth face coverings in any shared spaces, not including your room.

**Everyday preventative actions everyone should take:**

- ˆ Know how it spreads
- ˆ Wash your hands often
- ˆ Avoid close contact
- ˆ Cover your mouth and nose with a cloth face cover when around others
- ˆ Cover coughs and sneezes
- ˆ Clean and disinfect

**Know where to get information:**

- ˆ Bulletin Boards will be updated
- ˆ Front Desk signage
- ˆ Campus Video
- ˆ StarRez Portal
- ˆ RA/Hall distribution lists and messaging systems
- ˆ VSU Housing website
- ˆ Flyers in the halls

**Policies and guidelines:**

- ˆ Common areas
- ˆ Study Rooms
- ˆ Meeting Rooms
- ˆ Classrooms (in hall)

- ˆ Kitchens
- ˆ Laundry Rooms
- ˆ Guests/visitors

### Communication Mediums

- ˆ Social Media and Website
  - ˆ Create a Hashtag #BlazinThruCovid
  - ˆ Make a Covid-19 awareness tab on the Housing website for housing specific updates and information.
  - ˆ Direct students to existing VSU's Coronavirus Information Page for institution-wide information.
  - ˆ Share CDC and Public Health provided safety tips/videos through social media channels.
  - ˆ Create TikTok challenges Blaze edition to the song *Mask, Gloves, Soap*
- ˆ Electronic Communication
  - ˆ Email residents updated information explaining what we have done in response to Covid-19. Assure them that their safety is our number one priority and we invite them to partner in creating a safe living environment.
- ˆ Printed
  - ˆ Poster Series: Using various topics surrounding campus and hall safety information.
  - ˆ Flyers
  - ˆ Newsletter
  - ˆ Branded giveaways or promotional items (hand sanitizers, masks, lanyards)

### 3. Policies or practices that may need to be amended to accommodate high risk students (e.g. amending requirement for new students to live on campus during their first year)

- High risk students - Release of Contract
  - ˆ Students that are currently contracted to live in Housing for Summer 2021 will be offered an opportunity to request a release from their contract due to being high risk for contracting COVID-19.
  - ˆ The current Release for Contract application will be modified to include an option for medical release.
  - ˆ Current Release from Contract approvals are at no penalty to the student minus forfeit of Housing application fee (\$100) and return of Housing deposit (\$150) minus any damages to the room. This will remain the same.
- Sanitation practices/procedures

- ✓ For Traditional Residence Halls with Shared Community Bathrooms
  - ✓ Wipe down commonly touched surfaces 3 times a day
    - ✓ Toilet seats and handles
    - ✓ Partition door handles
    - ✓ Sinks and faucets
    - ✓ Shower handles
    - ✓ Entrance door handles
  - ✓ Once daily between 10 am and 2 pm using a disinfectant spray system deeper cleaning will include
    - ✓ Toilet, walls, floors, partitions around toilet
    - ✓ Sink, mirror, area around sinks
    - ✓ Shower stalls, shower curtains
  - ✓ Wipe commonly touched surfaces in Lobby twice a day
    - ✓ Handrails
    - ✓ Door handles
    - ✓ Vending machine and elevator buttons
    - ✓ Chair backs and tabletops
    - ✓ Classroom tables and chairs if used
    - ✓ Kitchens
    - ✓ Public restrooms
    - ✓ Wipe Laundry Room commonly touched surfaces once a day
    - ✓ Lobby staff will be responsible for using disinfectant to wipe lobby service counter, equipment for checkout, shared computers and other reception desk equipment several times during each shift.
- ✓ For Suite and Apartment Residence Halls
  - ✓ Wipe down commonly touched surfaces 3 times a day
  - ✓ Handrails
  - ✓ Door handles
  - ✓ Vending machine and elevator buttons
  - ✓ Chair backs and tabletops
  - ✓ Classroom tables and chairs if used
  - ✓ Kitchens
  - ✓ Public restrooms

- Wipe Laundry Room commonly touched surfaces once a day
- Lobby staff will be responsible for using disinfectant to wipe lobby service counter, equipment for checkout, shared computers and other reception desk equipment several times during each shift.
- PPE for custodians for daily cleaning
  - Custodial uniform, long pants, closed toed shoes
  - Nitrile gloves
  - Face mask

4. Bathroom access/accommodations for various types of halls (community bathroom vs. single occupancy vs. double occupancy)

Lobby Restrooms	Community Restrooms	Suite Style Restrooms	Apartment Restrooms
Lobby bathrooms will be available for use and cleaned by Physical Plant via the process outlined above	RAs will have a conversation with the residents at the beginning of the year outlining the need for social distancing and limiting restroom use to 10 occupants at a time. RHDs will work with the RAs and residents to post signage outside and inside of the restrooms to reiterate the occupancy needs.	Students will be provided with guidance on how to clean their bathroom along with tips on how to develop a usage schedule within their suite	Students will be provided with guidance on how to clean their bathroom along with tips on how to develop a usage schedule within their apartment

5. Policies/Rules related to the residence halls that will need to be in place during the Summer

A Social Distancing policy will be developed. If a student gathering exceeds more than 10 in a residence hall common area space, a stated warning may disperse the group, but if they ignore the requests of the staff or disperse just to meet up elsewhere, a policy regarding social distancing will be needed. An addendum to the current policy would need to take place.

- Example/Proposal
  - Guidelines for Community Living 1.04, Article 2 (Courtesy Hours)
  - Students are expected to comply with reasonable requests from Housing Staff when a student group exceeds Social Distancing guidelines.

- ˆ All Violations of Housing Policy Conduct Response
- ˆ RHDs and Housing Supervisors will continue to adjudicate conduct cases; however, they will use Microsoft Teams to conduct virtual conduct meetings.
- ˆ Common Area Spaces
  - Reservations of rooms will continue; however, room occupancy limits will be adjusted to reflect CDC recommendations and social distancing options given the layout of the space. We will also expect residents to abide by social distancing guidelines as they utilize common area spaces. Signs will be posted on each common area space with safety guidelines and reservation information.
- ˆ Common use refrigerators and shared utensils will be removed from community use kitchens. Residents will need to keep these items for personal use in their rooms.

6. COVID-19 prevention supplies that will be provided in common areas, such as soap, alcohol-based hand sanitizers that contain at least 60% alcohol, tissues, trash baskets, and, if possible, cloth face coverings that are washed or discarded after each use.

- Flyers for identifying symptoms
  - Flyers with resources on campus for COVID-19 response
  - Touchless hand sanitizers
  - Sanitizing wipes
  - VSU Branded Reusable Face Mask
- ˆ One for each resident
    - Visitation policy changes
  - ˆ There will be no overnight guests allowed.
  - ˆ In Room Guests must meet the following criteria:
    - ˆ All residents of a room/suite/apartment must mutually consent to allowing guests.
    - ˆ All residents of a shared room must mutually consent to who the guest is and ensure measures are implemented to ensure the health and safety of each resident and their personal contents.
    - ˆ All rooms may have no more than one additional guest per resident.



- Maximum number of persons in a room:
  - ˆ Private = 2
  - ˆ Traditional Hall Shared = 4
  - ˆ Shared Suite = 4
  - ˆ Private Suite = 2
  - ˆ 2 Bedroom Apartment = 4
  - ˆ 4 Bedroom Apartment = 8

7. Reduction of residence hall staff visits to residents' rooms or living quarters unless it is necessary. Staff should use virtual communications and check ins (phone or video chat), as appropriate.

- ˆ We will move our engagement to a virtual platform according to BOR/CDC guidelines. Hall staff will encourage virtual engagement frequently through options such as Houseparty, Zoom, Tabletopia, and Twitch. Housing will also connect with the Odum Library to utilize their Discord server for the ability to stream game nights. Kahoot! also has the ability to offer asynchronous trivia events.
- ˆ In regards to fulfilling Blazin' Conversations and following up on student issues and concerns (Academic Alerts), we will encourage the use of telephone calls, e-mails, and video conferencing
  - ˆ Resident Assistants, Front Desk Workers, and HEART are still expected to enforce policy, considering any necessary precautions they need for their safety. This includes wearing gloves, masks, and responding to situations with some distance between those involved.
- ˆ Health and Safety Checks
  - ˆ Housing and Residence life conducts Health and Safety inspections regularly throughout the semester. We will alter our schedule along with what the staff should be evaluating in order to meet the standards of specific CDC or BOR guidelines.
  - ˆ Staff would wear PPE provided by VSU Housing in order to do the checks in a safe manner. Our staff would also be checking in and providing proactive suggestions and guidance for reducing the frequency of contact and possibility of spreading germs.
  - ˆ Additionally, we will offer virtual appointments for Health and Safety checks for residents and/or RAs that feel uncomfortable with entering a resident's room. Virtual Health and Safety checks will be conducted through live video chats and require residents to cooperate with displaying the areas of the room that are being observed.

## 8. Additional resources needed to operate Housing

This has been submitted.

9. Institutions should use their move-out plans from the Summer 2020 and the lessons learned to develop a plan to move students back into the residence halls while allowing for the practice of social distancing.

- Throughout this process, all necessary safety precautions will be taken into consideration and best practices for social distancing will be observed.
- All staff will wear masks when interacting with the residents or their guests during move-in
- Staging and waiting areas will be clearly marked with tape, directional signs, images to ensure a safe distance from one another
- All high touch point surfaces will be frequently sanitized with the appropriate disinfectant
- There will be tissues, wipes, and hand sanitizers readily available at every station and easily accessible to students and staff

## Summer Move-in Plan

### Timeslot selection process

Students will be assigned a move in time. Those that are unable to make this specific time should reach out to the Housing and Residence Life Office at [housing@valdosta.edu](mailto:housing@valdosta.edu) to request a different time.

Students will check in at the main Housing Office located in Hopper Hall to pick up their key to move in. They should only arrive during their allotted time.

Each resident will be limited to bring two (2) guests to assist with move-in.

- Student will receive an email from University Housing.
- Information about move-in, including expectations for social distancing have been developed for the health and safety of residents and guests.
- Explanation of timeslots and directions on how to sign up
- Timeslots refer to when the student will arrive to check-in at the main housing office located in Hopper Hall, rather than the time they will start moving in necessarily

### Check-in Model

- ˆ Students will arrive at Hopper Hall during their selected or assigned timeslot
- ˆ Please have your 1Card ready for verification
  - ˆ If you do not have your 1Card, please visit the 1Card office in the University Center before coming to the main housing office.
- ˆ Only the student should come to Hopper Hall to retrieve their keys
- ˆ Here you will also have an opportunity to sign the COVID-19 Residential Acknowledgement form for living in the residence halls
- ˆ At all times, all students and up to 2 guests will remain in their car(s) unless instructed otherwise
- ˆ Each student is limited to 2 vehicles for move in
  - Team members will sanitize move-in bin to have ready for next student

### Dining (ARAMARK Provider)

Opening our dining facilities in a safe manner for the Summer is imperative. Dining halls will allow for social distancing and discourage students gathering in groups.

Below is the plan for using VSU's dining facilities in the Summer 2021 semester:

#### Will we open our dining areas?

Yes, we will open dining facilities following most current governmental guidelines regarding sanitation and social distancing. **Note: Palms Dining will only be open in the Summer for seating space for camps and orientation sessions.**

The following dining facilities are planned to resume operations Summer semester (Details outlined in plan below):

Facility Name	Type	Typical User	Current Occupancy	Social Distancing Occupancy	Delivery Changes	Payment Type Changes	Meal Plan Changes	Employee Req.
Palms Dining - <b>Camps and Orientation ONLY</b>	Res. Dining	Student, Faculty, Staff	523	179	Take out will be encouraged. No self-serve offerings.	Campus Card, Credit Card	None	Masks, gloves
Student Union Retail (Chick Fil A, Moe's, WhichWich, Starbucks)	Food court style	Student, Faculty, Staff	143	72	Online ordering system heavily encouraged, limit occupancy to retail space at Student Union entrances, ticketing system for Starbucks	Campus Card, Credit Card	None	Masks, gloves
Centennial P.O.D. Market	Convenience	Students	30	10	-	Campus Card, Credit Card	None	Masks, gloves

#### What are our policies, practices and guidelines regarding disinfecting surfaces in food service facilities?

- Aramark Pandemic Plan will serve as professional guidance for ensuring health and safety of food service practices. (TBD - June)
- Additional policies, practices and guidelines for disinfecting surfaces will align with CDC guidance
  - [https://www.cdc.gov/coronavirus/2019ncov/community/pdf/Reopening\\_America\\_Guidance.pdf](https://www.cdc.gov/coronavirus/2019ncov/community/pdf/Reopening_America_Guidance.pdf)
  - <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/grocery-food-retail-workers.html>

- Follow best practices from the FDA regarding food service operation during the pandemic
  - <https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>
- Follow best practices for reopening from the National Restaurant Association, the Georgia Restaurant Association, and ServSafe
  - <https://www.garestaurants.org/covid-19-restaurant-guide-to-reopening###>
- As an additional precaution, an electrostatic sprayer will be used daily to provide extra disinfectant coverage in dining facilities. (Subject to availability)
- All patrons will be required to use hand sanitizer before entering dining facilities
- All unnecessary porous surfaces, such as rugs, will be removed from all dining facilities.
- Disposable items will be used whenever feasible such as paper products, cutlery, cleaning towels, etc.
- All food will be served by dining staff. Counters and equipment will be modified to accommodate dining staff serving items that are typically self-serve such as salad, ice cream, etc.

Catering will be offered on a modified and potentially limited basis, including modified service styles and menu items, following all the of guidelines set forth by the CDC, Local health departments, and all county, state, and federal organizations

- If a patron feels sick, they will be asked to exit the building and instructed to call the Student Health Center to engage their protocol. Others at the facility with close contact to the patron during this time will be also advised to contact the Student Health Center.
- CDC guidelines will be followed for cleaning and disinfecting the building.

### What are our policies, practices and guidelines regarding social distancing in these facilities?

- Seating and tables in dining spaces will be rearranged to maintain most up to date social distancing guidelines from the CDC.
- (Based on current CDC social distancing guidelines for 10 people per 300 square feet of dining seating space)
  - Student Union- 7,000 sf - 234 at one time
  - Palms Dining Hall- 8,920 sf – 298 at one time
- Floors will be marked to encourage one-way traffic flow and appropriate distance to maintain while standing in lines
- Take out options will be highly encouraged and marketed
- Social distancing guidelines/reminders will be marketed on signage
- Entrance doors into dining locations will be staffed to control occupancy of food service areas.
- Online ordering (GrubHub) will be expanded to all retail dining options and more menu options and will be highly encouraged and marketed for utilizing retail options for dining.
- In addition, a ticketing system will be used to accommodate Starbucks orders, with no one standing inside of the closed in glassed space waiting on an order.
- High-risk students living on campus should work though the campus Access Office to obtain a

waiver from dining plan requirements or to arrange alternative meal plan options. Food delivery can be arranged for high-risk students living on campus who wish to remain on the meal plan without visiting dining locations.

### **What are our policies, practices and guidelines for employees who staff these facilities?**

- All dining services staff will be required to maintain social distance while performing all job functions
- Staff will be trained to follow all sanitation, food safety, and personal health guidelines outlined by the CDC, FDA, Aramark and the local health department.
- Staff will be screened each day before entering dining facility to report to work.

### **What indicators impact future decisions on periodic open vs. close of locations?**

- Report that dining employee or patron is infected with COVID-19
- Change in CDC or federal/state/local guidelines
- Change in local infection rate

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## Counseling Services

Counseling services should be prepared to operate at full capacity. Social distancing may require alternate arrangements for delivering counseling services based on the current physical space of the counseling center and/or individual offices.

Counseling centers should submit the following as part of their plan for Summer operations:

- Number of full-time counselors: Six FTE
- **Number of part-time counselors:** HOPE Connect Service
- **Current ratio of counselor FTE to Summer 2020 student FTE:** With 11,000 students, VSU has 1 counselor per 1,571 students. We acknowledge that VSU's enrollment is approximately 35% fully online and a majority of those online students are non-traditional graduate students and have utilized Counseling services less frequently in the past than our 6,800 traditional face-to-face students.
- Number of counselors who will be able to continue to serve students in their current physical space: All six counselors will be available to see students in face-to-face setting.
- Number of counselors who will need either different physical space or will need to engage in alternate arrangements (tele-counseling): No alternate office locations are needed outside of what is available in the Counseling and Student Health facility.
- **Needs for alternate physical spaces:** No alternate office locations are needed outside of what is available in the Counseling and Student Health facility.
- **Current number of counselors approved to deliver tele-counseling:** All counselors are trained to provide tele-counseling in the state they are licensed in (Georgia) and additional states as approved by the licensing board during COVID-19.
- Practices to be implemented for face-to-face counseling visits that ensure social distancing from the time a student schedules an appointment to the time the student leaves the appointment:
  - Counselor offices are configured for single client interaction within social distancing.
  - Couple sessions will be scheduled in larger group therapy or small conference room space.
  - Group therapy will be reduced in capacity to accommodate social distancing requirements within the available health education classroom inside the facility
  - With seven licensed counselors the waiting area rarely has 10 or more students in the space. Furniture is arranged to accommodate social distancing and overflow waiting seating area can be utilized in the Wellness and Health Services larger waiting spaces.



## Health Centers

In the event academic courses move online temporarily or for the remainder of the semester, it is expected that health centers will continue to operate as planned.

### Practices to be implemented for face-to-face health center visits from scheduling to delivery and follow-up appointments.

- The Health Center facility is a single entrance (for guests), two-story facility with separate offices for Student Health, Counseling, Wellness, Pharmacy, and a telemedicine kiosk for faculty/staff access. The entrance on the main floor is also the large waiting area for Student Health.
- Website, social media, student email, and signage to communicate:
  - All patients and visitors must wear a face mask or face covering. (If they do not have a personal one, a disposable one will be provided).
  - Only guests receiving services from Health Services should enter the building. Friends or family of clients should not enter.
  - Students who are feeling ill will report to the Student Health Center to be seen by a provider to determine if the student needs testing for the Covid-19 virus.
  - Counseling and Wellness guests with symptoms of COVID-19 should not enter the facility. Instead call to schedule tele-counseling or virtual wellness visit.
    - Counseling Center: 229-333-5940
    - Wellness: 229-219-3191
    - Pharmacy curbside prescription pick-up should call 229-219-3205.
- Additional signage within the facility:
  - (At stairs and elevators) Counseling and Wellness offices are only accessible through virtual visit. Instead call to schedule tele-counseling or virtual wellness visit.
    - Counseling Center: 229-333-5940
    - Wellness: 229-219-3191
- Appointment visits are strongly encouraged, especially for students that show symptoms of COVID-19 to ensure appropriate medical safety practices are followed. Walk-ins are also welcomed.
- There will be 12 patient rooms made available within the Health Services area with two providers covering 4 rooms each. This leaves 4 rooms regularly open which will now be

designated specifically for patients with COVID-19 symptoms and will be filled first before utilizing the separate waiting area.

- The Student Health Center offers rapid and saliva testing depending upon the patient's needs and testing circumstances for COVID-19. The healthcare provider will evaluate and recommend the best test option for the patient.
- Patients needing free testing will be referred to the local Lowndes County Department of Public Health (LCDPH) testing site.
- The general waiting area furniture has been arranged to promote social distancing.
- Pharmacy will offer curbside pick-up of pharmaceuticals with routine medication refills and over-the-counter medications can be requested by phone. If over-the-counter medication is purchased by a student in isolation or quarantine will have the medication delivered to them by a member of the Health Center staff.

#### **Practices to be implemented for telemedicine when needed or appropriate.**

- Health Services is working with insurance carriers partnered with VSU to create a Telemedicine resource page on the Health Services website. Augusta University ExpressCare will be included. This will be promoted to students as a telemedicine option.
- Current health service providers (two nurse practitioners) can offer telemedicine services while also seeing face-to-face clients. If seeing face-to-face clients discontinues due to a campus closure, telemedicine services can be offered. Health Services Electronic Health Records System PyraMED supports Zoom as a telehealth integration partner.
- The Health Center Pharmacy can fill all telemedicine prescriptions. These prescriptions can be picked up through curbside by students, faculty, and staff.

## Student Organizations & Activities

Student organizations and the opportunities they provide students are critical components of the student experience. Social distancing will not allow for many of the traditional activities and events that students have come to enjoy and expect. In that spirit, VSU will plan for providing alternate activities and experiences that promote social distancing and engagement at the same time. Institutions should also plan for ways to support student organizations in planning for different types of organizational meetings, activities, fundraisers, etc.

### Meetings and Events

Valdosta State University will follow Center for Disease Control and Prevention (CDC) and the Georgia Department of Public Health (GDPH) to make public health-informed decisions affecting the status of any of our campus's activities. We will also follow instructions and/or guidelines issued from the Governor's office and University System of Georgia (USG).

Every effort will be made to continue to provide the traditional student experience by connecting students to our institution through activities, programming, events, recruitment, and meetings.

VSU offices will work with student organizations to support their efforts in continuing to provide alternate activities, meetings, and events that incorporate social distancing and usage of on-line methods if deemed necessary.

Students who feel unsafe or sick should not attend social gatherings. Safety tips and information will be provided via the University website ([www.valdosta.edu/coronavirus](http://www.valdosta.edu/coronavirus)) as well as program department's web pages. The following additional guidelines for meetings and events have been established to promote safety:

- Hand sanitizer and sanitation wipe stations will be installed in all meeting rooms or provided on site.
- Meeting room occupancy will be adjusted to meet CDC guidelines for social distancing. Occupancies will be reflected in the EMS campus reservation system and room set-ups will reflect new occupancy and space for social distancing. All indoor meetings and events must meet these occupancy standards.
- Outdoor events will be limited capacity based on the locations available to reserve on campus. Suggested attendance must meet social distancing guidelines and all GDPH and State of Georgia expectations for event attendance.
- It is encouraged that all business meetings of large student organizations be conducted virtually as new room capacities will likely limit the available options for larger organization gatherings.
- Each in-person participant will be required to wear a face mask in accordance with USG policy (<https://www.valdosta.edu/health-advisory/coronavirus-7july.php>).

- The event host and/or organization which is responsible must wipe down all surfaces with sanitizing wipes at the conclusion of the meeting/event as part of their clean-up process.
- Any food intended for events, meetings, or fundraisers must be offered through a catering service and served to guests following CDC Food Service guidelines. On-campus caterer, Aramark, is preferred by not required. Bake sales and other food distribution activities must only offer factory sealed, individually wrapped food items and cannot be homemade or large distribution (donuts, pizza slices, cookouts, etc.)
- Nighttime custodial cleaning and sanitation will take place in all utilized meeting spaces at the end of each day. Electrostatic disinfectant will be sprayed on all meeting surfaces as an extra precaution (TBD upon availability)

Student organization recruitment activities must adhere to the current social distancing requirement in place. If an organization cannot ensure social distancing, the organization should consider deferring recruitment to the Fall 2021 semester.

### **Greek Life Recruitment:**

All councils are encouraged to host virtual recruitment events throughout the summer to increase engagement and interest in their groups.

Sorority Recruitment - takes place prior to Fall classes beginning when campus is less occupied.

- Developed based on recommendations from national NPC Recruitment Contingency Task Force
- A fully structured recruitment (FSR) hosted with social distancing guidelines in place (a hybrid model of virtual and in-person). Students are back on campus but with limitations on the size of gatherings. The College Panhellenic uses a fully structured recruitment with a combination of events conducted virtually in the early rounds and in-person during later rounds in compliance with local health and safety recommendations. The College Panhellenic coordinates recruitment registration, schedule, and Bid Day.
- Bids and Chapter reveal activities will be virtual.

Fraternity Recruitment - takes place in September

- Men will complete rounds 1-3 virtually and plan to complete the final round in person depending on the size of each round determined at the start of recruitment week.
- If the rounds are determined to be larger than the allotted number by the CDC for gatherings, the final round will be virtual as well.

## MGC/NPHC

- If a chapter is required or deems it necessary to postpone intake to the summer, that chapter will need to provide documentation and a plan for summer intake.
- All chapters are encouraged to complete intake in the Fall or Spring if that was the original plan.
- Interest meetings, Rush meetings and interviews will be held virtually through Microsoft Teams.

## Bands and Choral Groups

Decisions related to band and choral groups will be made with the most up-to-date social distancing guidelines.

### Choral Groups

We are not planning on scheduling any large choral groups for Summer. Instead we are breaking the large units into smaller ones of 10 or fewer and rehearsing different types of arrangements at different scheduled times to maintain a greater distance between performers.

### Marching Band

All practices of the marching band will be outside or in small groups less than 10. Where the larger band is practicing together, breaks will be alternating by section to avoid larger crowds being together and at all times social distancing will be practiced. All band equipment will be for the personal use of the same individual throughout the semester and will be required to be cleaned and disinfected daily.

## Campus Recreation

### Hours/Staffing Levels/Occupancy Changes

Reduced Hours of Operation to allow more time for cleaning

Summer 2021 Building Hours		
	Facility	Pool
<b>Monday-Thursday</b>	6:00 AM-8:00 PM	6:00 AM-9:00 PM 12:00 PM-2:00 PM 5:00 PM-7:00 PM
<b>Friday-Saturday</b>	11:00 AM-4:00 PM	11:00 AM-3:00 PM
<b>Sunday</b>	CLOSED	

Staffing levels will be increased to address cleaning.

Facility maximum patron capacity will be defined by CDC/USG guidelines. Patrons will be allowed into the facility until maximum capacity is reached, then the number and rate of exiting patrons will determine the number and rate of patrons allowed entrance.

### Entrance Modifications

Every patron & staff entering the SRC will undergo a temperature check with a non-contact medical thermometer. Patrons and/or staff experiencing a temperature at or above 100.4, exhibiting a cough, shortness of breath or other respiratory symptoms will not be permitted into the facility that day, and will be advised to seek medical attention.

Face masks will be required for use by staff who interact with patrons.

Patrons will be required to use masks.

- Patrons exhibiting obvious signs of illness (i.e. coughing, shortness of breath, etc.) will be asked to leave and advised to seek medical attention

Exit and entrance openings will be spaced to maintain social distancing and reduce the number of touch points.

- Patron influx will be guided by established ground and wall markings to maintain patron spacing

### Facility Space and Equipment

Social distancing guidelines established by the Center for Disease Control (CDC) and the USG will be incorporated into daily operations

Facility signage will be updated to encourage social distancing and reinforce safe behaviors

Visual cues on the floor and other surfaces will be put in place to encourage social distancing and one-way movement throughout the building

Plexiglass shields will be installed where the majority of face-to-face transactions are conducted between staff and patrons

Exercise equipment layout and/or usage pattern will be modified to allow a minimum of 6ft between patrons

## **Program Activity Areas**

### **Aquatics**

- The pool will be open for lap swim and exercise activities only
- A maximum of one swimmer per lane allowed
- Lane reservations will be encouraged, but not mandatory
- Swimmers may use their designated lane for a maximum of one hour
- Patrons requiring lane use for more than one hour may petition the Coordinator of Facilities and Risk Management via email, at least 48 hours in advance of their requested timeframe

### **Fitness Areas**

- Patrons will be required to wipe down each piece of stationary equipment they come in contact with during their workout
- Public-use workout mats will be removed; patrons may check out mats for individual use

### **Group Fitness**

- No touching, sharing equipment, or physical interaction with other participants during fitness classes
- Participant class sizes will follow established social distancing protocols, with ground markers in place to guide patrons in selecting compliant spaces
- Classes will be staggered to avoid lines/crowds gathering at peak times
- Staff, when needed, will manage a contactless check-in process

### **Drop-in Recreation**

- Basketball – courts will be limited to 3 vs. 3 play or fewer players. court reservations encouraged

### **Intramurals**

No intramural competitions are planned for Summer. However, any potential intramural competitions will be modified, or new ones created that fit within social distance expectations: Example competitions include:

- Flag Football Modified
- Basketball Modified
- eSports
- Sports Trivia

### Student Recreation Center Cleaning

Cleaning protocols will be modified to meet or exceed CDC/USG guidelines

- Gym sanitation wipe dispenser locations will be evaluated and made more available with the altered equipment layout
- Hand sanitizer stations will be established for patron use
- There will be an increase in the frequency of sanitizing activities. Custodial and student staff will have additional duties related to wiping down all high-touch surfaces and sanitizing fitness equipment.
- All equipment will be cleaned and sanitized throughout the day and at the end of each day.
- Locker rooms will be open with shower stalls available. Patrons are encouraged to use provided disinfectant to spray down showers before and after their use. Factors that impacted this decision are:
  - Showers are individual, isolated stalls;
  - Using only outside two showers and not middle two creates added social distancing;
  - Campus Rec has its own custodial staff;
  - Cleaning protocols will be similar to community showers in residence halls;
  - Showers have been primarily used by students lacking alternative options;
  - Other NIRSA rec centers have discussed and confirmed similar reasons for keeping showers available.
- Water fountains are taken off-line. Hands free bottle fillers still in service on 1st and 2nd floor.
  - Large-scale disinfectant fogging or Ultraviolet Light (UV-C) sanitation of the locker rooms will occur daily



**Should CDC and State Public Health guidelines become less restrictive, the following conditions will be evaluated and considered:**

Total facility occupancy and Group fitness class sizes may increase to new minimums based on state and university guidelines

Drop-in recreation will allow full-court basketball and volleyball to commence based on state and university guidelines.

Swimming lessons, American Red Cross classes and Youth Programs activities will recommence under state and university distancing protocols.

Leisure swimming will become available.

More facility showers will reopen based upon social distancing guideline updates.

Non-stationary equipment disinfection station will be retired, and that equipment will return to normal daily cleaning rotation.

Rock wall will reopen.

Select intramural sports and events will become available; most intramural sports will still be virtual at this point.

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## Co-curricular Requirements

Any co-curricular requirements for degree attainment should be reviewed and revised as necessary to consider limitations imposed by social distancing and the overall COVID- 19 situation. Alternate arrangements should be granted in cases where it will be impossible for a student to meet the requirements.

Will refer to Academic Affairs plans for practicum and internship requirements within programs of study.

- Follow program accreditation guidelines as directed (e.g., Summer 2021)
- Faculty should be prepared to abruptly offer online or virtual clinical simulation, case studies, webinars, etc.
- Students should be informed in advance that they may be required to wear PPE and adhere to strict policies and protocols in the clinical, practicum, and internship setting.
- Students enrolled in co-curricular activities such as internships, co-operative education experiences, volunteer experiences, undergraduate research, professional societies and clubs may be required to wear masks and gloves during the experiences.
- Students enrolled in clinical, practicum, and internships experiences on campus will follow the public health guidelines (e.g. social distancing, disinfected utilization, etc.) in affect at that time.
- MOUs may need to address the COVID 19 liability waivers, the potential mandate for students to abide by social distancing guidelines, and the access to PPE while working at the internship site.
- Co-curricular worksites (employers and volunteer locations) provide an alternative work option for students during their experience such as teleworking: telehealth, tele mental health and possible online instructions for the completion of experience.

## Student Unions and Other Community Gathering Locations

Student Unions, centers, and other community gathering locations across campuses should review all of their current practices to determine which practices need to be altered to account for social distancing. Large events scheduled for the Summer 2021 semester should follow the institutional plan for large events.

- Meetings and events will follow the guidance proposed in the Student Organizations and Events section of this plan.
  - Common area seating within the Student Union will be adjusted to reflect CDC recommendations and social distancing options given the layout of the space. We will also expect guests to abide by social distancing guidelines as they utilize common area spaces. Signs will be posted on each common area space with safety guidelines and reservation information.
  - Wipe Down commonly touched surfaces 3 times a day
- Toilet seats and handles
  - Partition door handles
  - Sinks and faucets
  - Shower handles
  - Entrance door handles
  - Handrails
  - Door handles
  - Vending machine and elevator buttons
  - Chair backs and tabletops
  - Meeting room tables and chairs if used
  - Student Desk worker staff will be responsible for using disinfectant to wipe service counter, equipment for checkout, shared computers and other reception desk equipment several times during each shift.

## Bookstore (FOLLETT Higher Education Group Provider)

The VSU Bookstore plans to reopen using the following guidelines in conjunction with the most updated public health guidelines. Plans also align with Follett's recommended guidelines for responding to COVID-19.

### Proper Social Distancing

- Greeter will be placed at entrance to monitor the number of customers that enter the store at one time
- Social distancing guidelines will be marketed on posters throughout the store (provided by Follett)
- Markings will be placed on the floors at checkout locations to encourage standing 3 feet apart
- Staff members at checkout locations will be distanced at least 3 feet apart
- Markings will be placed on floors to indicate/control one-way traffic flow to ensure social distancing
- Coupled with marking placed on the floors, stanchions will be placed in textbook area and checkout areas as extra guidance for traffic flow and appropriate spacing between customers

### Employee Actions Steps

- Staff members will be encouraged to wear face masks (issued by Follett)
- Staff members will be asked to wear gloves when working with all received merchandise
- Staff members will be screened before reporting to work in the store. Any symptoms will be reported to Store Director and employee will be asked to go home.
- Staff lunches and breaks will be scheduled to minimize number of employees in break spaces
- Staff members will be encouraged to follow CDC recommended handwashing protocol before beginning shift and after finishing shift. Use of hand sanitizer will be encouraged after any transaction with a customer that requires close interaction.

### General Operation/Disinfecting Action Steps:

- Online shopping will be heavily promoted with the additional marketing support of Auxiliary Services
- Credit card transactions executed by the customer will be encouraged to limit exposure to cash exchange
- High touch surfaces in the store will be routinely wiped down throughout the day
- Electrostatic disinfectant will be sprayed in the checkout area daily as an extra

precaution (TBD upon availability)

- All returned merchandise will be handled with staff wearing gloves and will be quarantined for at least 7 days before being placed back on sales floor

The health and welfare of our team members, campus community, customers and vendors is Follett's foremost concern. The Follett COVID-19 Enterprise Task Force, comprised of home office and field team members, worked together to create safety resources for operating a store during these uncertain times.

The company provides the following COVID-19 procedures to aid stores in operating safely. These procedures are based on current information that is available and therefore, may be revised to comply with applicable laws and recommended best practices.

### **Additional Follett Guidance:**

#### **Cleaning and Disinfecting**

Follett is cleaning and disinfecting utilizing guidelines established by the Center for Disease Control and Prevention (CDC), World Health Organizations (WHO) and Government of Canada.

- Store management is required to instruct all team members regarding cleaning and disinfection practices and monitor performance of processes.
- All team members are required to follow Follett's cleaning and disinfecting process of high touch common areas and equipment at a minimum of every two hours during this pandemic. These procedures supplement our current protocol for maintaining a clean and safe workplace.
- The company has been procuring cleaning and disinfecting products for the stores. Through centralization, necessary supplies are being pushed out to all stores and are available for future replenishment.

#### **Hand Washing**

- All team members are required to keep hands washed and clean while working in the store.
- Store management is required to instruct all team members regarding personal hygiene and hand washing practices and monitor performance of processes. COVID-19 posters are displayed in every washroom, employee entrance/exit and in each break room.
- Wash and scrub hands frequently for at least 20 seconds. If not near a rest room or sink, use hand sanitizer with at least 60% alcohol.
- The company has been procuring hand sanitizing products for the stores. Through centralization, necessary supplies are being pushed out to all stores and are available for future replenishment.

### Personal Protective Equipment (PPE)

- Team members will comply with specific jurisdiction and government mandates regarding face coverings/masks. In accordance to CDC and OSHA, face coverings/masks are highly recommended to be worn by all team members.
- First and foremost, all team members will adhere to the social distancing of 3 feet (2 meters) between team members and customers.
- In accordance to the CDC and OSHA, face coverings/masks must appropriately cover both the nose and mouth.
- Team members may wear their own masks to work that they have either made or purchased – including scarfs, bandanas, gaiters and commercially manufactured masks. Masks must meet the company dress code requirements and may not include offensive verbiage or graphics.
- Disposable gloves may be used when team members are working at the cash registers, rental check-in/buyback or curbside customer pick-up.

### Transportation Services (Institution Self-Operated)

For Summer semester, campus bus transportation for the VSU community is limited to one bus to and from Main Campus and North Campus while classes are in session. Transportation services will follow all applicable federal, state, and local regulations, specifically using guidelines issued by the CDC for Bus Transit Operators:

- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html>

#### Procedures

- Bus operators will follow Human Resources screening procedures before beginning shift.
- Bus operators will be trained on proper hand washing practices and will be required to complete the process before and after driving a bus route.
- High touch surface areas on buses, including driver cockpits, will be disinfected according to CDC guidelines before and after each shift by staff equipped with proper PPE.
- Passengers will be required to use hand sanitizer upon entering buses, which will be mounted safely inside of bus entrance.
- Passengers will be required to enter the bus in the rear of the bus (exit) and exit through the entrance.
- Physical partitions will be installed to force distance between bus operators and passengers.
- The most up to date social distancing guidelines will be enforced with markings on the seats to ensure appropriate sitting and standing distance between passengers.
- The floors in the aisle of the buses will be marked to encourage one-way foot traffic to enter and exit.
- Posters will be placed in buses marketing most up to date social distancing guidelines.

# Enrollment Management

Best practices in the following areas will be implemented:

## Recruiting

Continue personalization approach of speaking with students interested in attending Valdosta State University. Following GPH and CDC guidelines conduct small on campus tours. Each tour route will be evaluated for the ability to ensure physical distancing and eliminate any small interior spaces. Masks will continue to be provided for all tour attendees. Continue virtual tours through WebEx. Execute prospect communication through current CRM, and enhance communication with in-person calls from Admissions.

Attend Probe Fairs, conduct high school visits and hold V State experiences across the state of Georgia and Florida as permitted. Execute fully the VSU Class of 2021 Recruitment Plan that includes recruiting targets and goals.

The above plan will continue for Summer 2021.

## Admissions

Following the guidelines established by the University the Office of Admissions has phased in a complete return to campus for all employees. The Director of Admissions monitors cases and makes decisions for telework. The return to campus will adhere to GPH and CDC guidelines for proper distancing.

For Summer 2021 admissions will return to, and fully implement the Recruitment Plan for Class 2021 including, if permissible, Open House Events, V State Experiences, Campus Tours, and continue to advance the admissions pilot program.

The Strategic Enrollment Management plan and the Recruitment Plan establish all admissions and recruitment targets and key performance indicators.

The Office of Admissions will hold virtual office hours as well as face to face hours, for additional questions and directions for virtual tours, and provide instructions on how to use existing methods for submission of documents electronically.

## Registration

All degree paths have been placed into degree works and are available for all majors and programs. Advisors will continue to conduct semester meetings developed in Spring 2021 term and used for Summer 2021. These meetings, in connection with pathways in DegreeWorks, ensure all students will have proper schedules available in scheduling software. DegreeWorks plans have semester schedules, including notes related to additional course options and

specific requirements. Visual Schedule Builder (VSB) saved schedules for easy registration once registration becomes available. Email, phone, and Teams/Zoom will also be used to have conversations as needed with students. In-person appointments are also available in this return to campus plan, as allowed per the required local, state, and national guidelines.

### **Orientation**

Summer orientation for Summer 2021 term will be conducted face-to-face in November following proper distancing guidelines. Orientation for Summer is face-to-face and will adhere to new guidelines for COVID-19.

Orientation for Fall 2021 will be face to face and will open for registration in January 2021. 24 total sessions will be held and CDC and GPH guidelines will be followed.

### **Advising**

The following guidelines will continue for Summer 2021.

Advising appointments can occur face-to-face following proper distancing guidelines. All face-to-face meetings will be scheduled by appointment with instructions on check-in procedures. Lobbies will be clearly marked to maintain physical distance requirements. Meetings have been conducted in the past and will continue by email, phone, Teams/Zoom. For orientation, we will utilize MyMajor Assessments and Pre-Enrollment surveys to build Summer 2021 schedules for incoming students. We will review DFWI lists, Suspension/PR lists, successful completion of the first math and English courses in year one, and total credits completed, and outreach as needed. We also continue to work on getting students enrolled for Summer and Fall. Text outreach continues to be a solid communication tool as well.

Run standard retention reports (DFWUI, probation, suspension) intervene during the term through MyVSU portal and Success Portal. Portal ads, text campaigns, phone calls, and concierge coach outreach models, will operate digitally and will continue in person for students in residence.

### **Financial Aid**

Financial Aid will meet with students and families face-to-face in the office space prepared to adhere to distancing guidelines. Counselors will continue to utilize multiple methods to assist students through models developed over the summer: e.g., webinars, Teams/Zoom meetings, etc.

Monitor weekly reports for students with potential financial aid that has not been recognized and assist students with substantial financial losses over the past year to recognize additional aid if available.



**What special initiatives will be launched to increase/maintain enrollments?**

New admissions pilot program for Summer 2021 class will begin Summer 2021.

Conduct Summer Orientation and Fall Open House events on campus. These events have had a positive impact on new student enrollment.

Graduate School campaign across 41 counties served by VSU to boost graduate course offerings as part of the soon-to-be-completed MOU agreement with the College of Coastal Georgia, as well as perhaps South Georgia State College in the future.

Concierge coaching will continue and will assist advisors with high-risk students identified through the retention reports. We will be creative in how we support this with GA's and available staff members who have capacity to support.

Supplemental Instruction (SI) and embedded tutoring for students who were admitted with lower admissions standards than previous years occurred in orientation by advisors. The support initiatives used for Summer Bridge students will be the model for this group of new students.

Support for this group will be provided by ASC (Academic Support Center) on the SI front and the Office of FYP.

VSU will expand commuter success coaches to also provide support for incoming transfer students.

MyMajors Assessment is new this year and will allow us to help align student interests and aptitudes to majors more quickly than in the past. MyMajors is in direct connection to the institutions Momentum Plan for Purposeful Choice. Partnering this with the Pre-Enrollment survey, advisors will have multiple data points to get students advised and connected to focus areas.

Orientation leaders this summer will have access to a student portal similar to the concierge coaching portal. This will allow us to "assign" incoming first year students with OL's. From an administrative level, we will be able to review the outreach done by OL's.

Increase the programming offered by the Office of First-Year Programs from syllabus parties and registration sessions to include more engaging activities, more frequently.

Advising centers will continue to deepen the relationships with departments and faculty.

Increase tutoring usage through designed text and visual campaigns to students identified in retention reports.

A robust text campaign to ensure we are getting to students who are struggling early. We will use some of the strategies we used this Summer in a couple of Advising Centers and apply them across the entire organization.

# Athletics

## COVID-19 Return to Full Athletic Activity Plan

Valdosta State University resumed participation in intercollegiate athletic competition with basketball in December 2020. The Valdosta State University Athletic Department is using the NCAA Sport Science Institute's "Core Principles of Resocialization of Collegiate Sport" along with guidance from local and state officials and the Gulf South Conference in the creation of our participation plan. The NCAA's "Core Principles of Resocialization of Collegiate Sport" was written by the NCAA COVID-19 Advisory Panel and includes language from the federal "Guidelines for Opening Up America Again" (see copy of the core principles as part of our document).

## Communication

The Athletic Department will use the [vstateblazers.com](http://vstateblazers.com) website, social media, radio and TV to communicate upcoming attendance situations to fans. The Athletic Department will also work closely with the University Communications Office to make sure that office has accurate, complete information regarding attendance at VSU events for the fall.

## Pre-Participation Clearance

### All Student-Athletes

- Paperwork completed online
- COVID-19 history form added to customary forms
- If contact with COVID-19 positive patient, student-athlete will be quarantined per CDC guidelines.
- If a student-athlete tests positive for COVID-19, he/she must be quarantined until released by physician.
- If student-athlete presents with any symptoms of COVID-19 (fever at or above 100.4 degrees, shortness or difficulty breathing, loss of smell or taste), he/she will be referred to Student Health Center or physician.
- Student-Athletes will be tested per NCAA/GSC guidelines prior to competition

## Education Plan

All VSU student-athletes are constantly being reminded of information regarding the virus and information on appropriate hygiene measures to combat the spread of the virus. COVID-19 information flyers will be posted at the entrances to all athletic department training clinics and throughout each athletic facility.

## Action Plan

### Clean Bill of Health

- Health History
- Physical
- Testing
- Body Temperature at or above 100.4 degrees
- 2-week quarantine following contact with COVID-19 patient
- Release from physician if student-athlete has been diagnosed with COVID-19
- No fever at or above 100.4 degrees for 76 hours if student-athlete was ill but tested for COVID-19

### How to Determine Illness

Send student-athlete to Student Health Center or physician if:

- Fever at or above 100.4 degrees
- Shortness of breath
- Difficulty breathing
- Loss of smell or taste
- Student-athletes displaying symptoms of COVID-19 will be referred to the Student Health Center for testing. The Student Health Center will alert the student and the appropriate campus officials of a positive test. The Student Health Center will be notified by the Athletic Training staff of a positive test for a student-athlete outside the Student Health Center.

### How to Treat

- Refer to Student Health Center or physician
- Quarantine
- "Safe House"

### Return to Play / Summer Workouts

- Cleared by a physician
- Gradual increase of activity intensity to reflect respiratory recovery
- Heat Acclimatization
- The student-athlete, once cleared, will be slowly returned to full-training under the direction of the Strength and Conditioning coach and the Athletic Trainer.

## How to Minimize Risk

Until further instructed by the federal government, NCAA, NATA, state government, local government, USG, and university policies (respectively)

- Personal Protective Equipment
- Masks/gloves for staff
- Social distancing
  - It is recommended that players not travel to in-town athletic activities with more than 2 people per vehicle (one person in front and one in the back). If more than 2 people are mandated, or if there is no backseat to the vehicle, usage of masks is strongly recommended.
- NCAA Resocialization Plan
- Pre-participation clearance
  - Physical
  - COVID-19 Health History
  - Sickle Cell Trait screening
- Daily screening
  - Body temperature upon arrival
  - Brief health questionnaire
    - How are you feeling today?
    - Besides this Athletics facility and your residence, where have you been since you were last at this facility?
- Clean Hands
  - Sanitizer before entrance AND upon exit to any facility AND room
- Clean Surfaces
  - Clean surfaces after each use of that surface
    - Usage of sprays and wipes as available and prudent
    - Keep surface wet as product recommends to kill coronavirus
  - Daily custodial cleaning of entire facility
- Ice tubs will not be allowed, except for treatment of heat illness.
- Ice machines will not be used for individual purposes.

- Ice machines will only be utilized to:
  - ice large drinking containers by athletic trainers or coaches only.
  - provide treatment ice for injuries or recovery.
- Gloves must be worn by the person scooping ice out of the machine.
- Scoops and chisels must be cleaned before and after each use.

### Outdoor Practices

Practices will be strictly scheduled for times and participants.

Follow Resocialization Guidelines.

#### Coaches

- Must wear masks.
- Must wash hands before and after each practice.

#### Players

- Must wash hands and face before and after each practice

#### Cleaning

- Balls will be cleaned after each individual practice.

### Indoor Practices

Practices will be strictly scheduled for times and participants.

Follow Resocialization Guidelines.

#### Coaches

- Must wear masks.
- Must wash hands before and after each practice.

#### Players

- Must stay 6 feet apart unless participating in on-court activities
- Must wash hands and face before and after each practice.

#### Cleaning

- Balls will be cleaned after each individual practice.

### Use of Football Facilities

- Entrance will be through main doors only.
- Everyone who enters must clean their hands at station provided at front door.

- During meetings, everyone will wear masks.
- Facility will be fully cleaned at least once per day.
- Everyone who exits the building should clean hands at station provided at the exit door.

### Use of Soccer Facilities

- Everyone who enters must clean their hands at station provided at entrance door.
- During meetings, everyone will wear masks.
- Facility will be fully cleaned at least once per day.
- Everyone who exits the building should clean hands at station provided at the exit door.

### Use of PE Complex

- During meetings, everyone will wear masks.
- Facility will be fully cleaned at least once per day.
- Everyone who exits the building should clean hands at station provided at the exit door.

### Use of Baseball Facilities

#### Fieldhouse

- During meetings, everyone will wear masks.
- Facility will be fully cleaned at least once per day.
- Exiting the building will occur through doors leading to field.

#### Field

- Entrance may be through either dugout gate. It is preferred that no one go through the Fieldhouse to enter the field. If you must go through the Fieldhouse, follow all rules addressing Baseball Fieldhouse usage.
- Everyone who enters the field should clean their hands at stations provided in dugouts.
- Exiting the field may be done through either dugout gates. It is preferred that no one go through the Fieldhouse after exiting the field. If you must go through the Fieldhouse, follow all rules addressing Baseball Fieldhouse usage.

## Batting Cages

- Entrance will be through the roll up door, unless inclement weather mandates usage of single doorways. It is preferred that no one go through the Fieldhouse to enter the batting cages. If you must go through the Fieldhouse, follow all rules addressing Baseball Fieldhouse usage.
- Everyone who enters must clean their hands at station provided at front door.
- Pitching machines, hitting tees, and other items used during the session should be cleaned after each use.
- Ice machine may NOT be used for individual purposes.
- Everyone who exits the building should clean hands at station provided at the exit door.
- Exiting the building will occur through the roll up door, unless inclement weather mandates use of single doorways. It is preferred that no one go through the Fieldhouse after exiting the batting cages. If you must go through the Fieldhouse, follow all rules addressing Baseball Fieldhouse usage.
- Groups of players working out should be organized to limit multiple people being together in groups.

## Use of Softball Facilities

### Fieldhouse

- Entrance will be through the locker room door only.
- Everyone who enters must clean their hands at station provided at door.
- During meetings, everyone will wear masks.
- Facility will be fully cleaned at least once per day.
- Everyone who exits the building should clean hands at station provided at the exit door.
- Exiting the building will occur through doors leading to field at back of building.

### Field

- Entrance may be through either gate on left side of field. It is preferred that no one go through the Fieldhouse to enter the field. If you must go through the Fieldhouse, follow all rules addressing Softball Fieldhouse usage.
- Everyone who enters the field should clean their hands at station provided in dugouts.
- Exiting the field may be done through either gate on the left side of field. It is preferred that no one go through the Fieldhouse after exiting the field. If you must go through the Fieldhouse, follow all rules addressing Softball Fieldhouse usage.
- Groups of players working out should be organized to limit multiple people being together in groups.

## Batting Cages

- Entrance will be through the roll up door, unless inclement weather mandates use of single doorways. It is preferred that no one go through the Fieldhouse to enter the batting cages. If you must go through the Fieldhouse, follow all rules addressing Softball Fieldhouse usage.
- Everyone who enters must clean their hands at station provided at front door.
- Pitching machines, hitting tees, and other items used during the session should be cleaned after each use.
- Everyone who exits the building should clean hands at station provided at the exit door.
- Exiting the building will occur through the roll up door, unless inclement weather mandates usage of single doorways. It is preferred that no one go through the Fieldhouse after exiting the batting cages. If you must go through the Fieldhouse, follow all rules addressing Softball Fieldhouse usage.
- Groups of players working out should be organized to limit people being together in groups.

## Use of Kinderlou Country Club

- Must follow all rules established by Kinderlou Forest Golf Club.
- It is recommended that no one enter the clubhouse. If you must enter the clubhouse, mask is recommended as well as use of hand sanitizer before entering and after leaving clubhouse.
- No more than 10 people in any room of the clubhouse.
- It is preferred that golfers walk straight to driving range or putting green upon arrival, or that coach have golf carts prepared for golfers immediately upon their arrival.
- No more than 1 golfer per golf cart.
- Golf carts are to be cleaned before and after each use. Kinderlou may have their protocol for this cleaning. They may be the ones who perform the cleaning, but we must be assured that adequate cleaning is taking place.
- Golfers should clean their hands as often as possible.
- Golfers should keep a 6 feet social distance always.
- Golfers should not share clubs.



- Upon exiting the course or range, golfers should go directly to their vehicles and leave.
- Groups of players working out should be organized as to limit possibility of congregating players.

### Use of Weight Room

Lifting sessions will be strictly scheduled for times and participants.

#### Coaches

- Must wear masks.
- Must wash their hands before and after each practice.

#### Players

- Must stay 6 feet apart
- Must wash hands and face before and after each session.
- May not use locker room and shower.
- The wearing of masks while in the weight room is mandated.

#### Cleaning

- Weight room equipment will be cleaned after each group uses equipment.
- Weight room floor will be cleaned after session.
- Locker Room and shower area will be cleaned after each use.

### Use of Athletic Training Clinic

Rehab times will be strictly scheduled for times and patients.

Cold tubs will not be permitted. Whirlpools may be used for individual rehab purposes only and must be cleaned before and after each use.

#### Athletic Trainers

- Must wear masks.
- Must wash their hands before and after each encounter with a patient.

#### Patients

- Not undergoing rehab as much as possible will stay six feet away from athletic training staff while in the Athletic Training Clinic
- Must wash hands before and after each appointment.

## Cleaning

- Must clean table after each use.
- Must clean rehab item after each use.
- If HydroWorx MUST be used, the water level should be low enough as to not lead to any splashing of water near the patient's face. Patients must not go under water. As always, patients must not spit or allow water in their mouths.
- Entire facility will be cleaned every day.

## Specific Situations

### Team travel

- Special consideration should be given before travelling to an area of high COVID- 19 concentration
- The temperature of every person in the travel party will be taken before boarding the team bus/van.
- Each member of the travel party will clean his/her hands with sanitizer before boarding the team bus/van.
- While each member of the travel party is on the bus/van, he/she will wear N95 masks.
- As long as each member is wearing a N95 mask, social distancing in the bus/van will not be a primary concern.
- If a member of the travel party becomes ill while travelling:
  - That person will be quarantined from the team as soon as possible in the hotel.
  - Preferably, that person will be driven home in a separate vehicle from the team. The only time this will not happen is when there is only one coach with the team.
  - The team will notify the host institution and will continue to play unless the host institution objects.

### Positive COVID-19 on team

- Player
  - Player will be cared for according to physician whether at residence or in hospital.
  - Roommates of the positive player will be quarantined for 10 days.
  - Teammates of the positive player will be monitored closely for any signs and symptoms of illness.
- Coaches
  - The coach will be cared for according to physician at residence or hospital.
  - Roommates of the coach should quarantine for 10 days.
  - Assistant coaches/Athletics staff will assume the missing coaches' responsibilities.

- Athletic Trainers
  - Travel plans will be the same for everyone on the travel party.
  - An athletic trainer with any signs and symptoms will not report to work but should be examined by a physician.
  - Athletic trainers will wear masks and gloves at all times when in contact with students
  - Athletic trainers will wash hands with soap and warm water, or with alcohol-based sanitizer, after each encounter with a student.
  - If an athletic trainer is diagnosed with COVID-19, he/she will be treated according to physician order at home or hospital.
  - The other athletic trainers will assist with medical care for the ill athletic trainer's teams.

### **Positive COVID-19 on campus**

Follow campus protocols.

- Be aware of whether the infected person on campus came into contact with a student-athlete.
  - If only a class is shared, monitor closely for signs and symptoms.
  - If residence is shared, quarantine for 10 days.

### **Being a Host**

#### Games we are playing in

- Our team has the ill member
  - All members of both teams will be checked for signs and symptoms before they enter the venue.
  - Anyone with a fever at or above 100.4 degrees will not be allowed in the venue.
  - That person will have to visit the Health Center or physician.
  - The competition may continue.
- The visiting team has the ill member
  - All members of both teams will be checked for signs and symptoms before they enter the venue.
  - Anyone with a fever at or above 100.4 degrees will not be allowed in the venue.
  - That person will have to stay in the bus/van or follow that team's protocol.
  - The competition may continue.

# Communications

## Responsibility

The Return to Campus Summer 2021 Communication Strategy will be managed by the Office of Strategic Communications under the supervision of the Director of Strategic Communications and the Vice President of University Advancement.

## Communications Tactics

The Return to Campus website will be updated on May 7, 2021 with a PDF copy of this plan and a section of responses to frequently asked and expected questions. The page will feature navigation to specific concerns for each audience:

- New Students, with links to:
  - Admissions COVID-19 updates page
  - Orientation COVID-19 updates page
  - Housing Move In COVID-19 updates page
- Current and Returning students, with links to:
  - Sanitation and Back to Work document
  - Advising and Registration
  - Message from the President
  - Frequently Asked Questions about Return to Campus
- Employees, with links to:
  - Return to Work guide (May 2021, updated regularly)
  - Message from the President
  - Human Resources COVID-19 updates page

The university's coronavirus page will be updated with links to the Summer 2021 Return to Campus Plan, and information will be linked prominently from the home page of the university.

# Fiscal Impact

## What are the financial impacts of each working group recommendation?

We have and continue to monitor resources and plan for financial obligations arising from the current pandemic. Cabinet members should bring forth any funding needs as soon as possible.

**End of Document.**