



VALDOSTA STATE
UNIVERSITY

FALL 2020

Return to Campus Plan

Updated July 1, 2020



Fall Return to Campus Planning

The following section details guidance and recommendation for resuming campus operations starting in the Fall 2020 semester. The plan outlines VSU's response to three distinct scenarios. In Scenario 1, fall classes begin with social distancing expectations. In Scenario 2, fall classes begin fully online. In Scenario 3, classes and operations must go to an online format for a period of time during the semester. For each scenario, 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.

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Contingency 1

Fall classes begin with
social distancing
expectations

Workplace and Health Safety (Contingency 1)

Valdosta State University is moving forward with our plan for a gradual and staggered return to campus for faculty and staff in a face to face format that includes provisions for social distancing; however, additional plans will also be in place to bring all faculty and staff onto campus in the Fall to resume operations but with social distancing practices and other measures in place.

Faculty/Staff:

In addition to what we prepared for the return of faculty and staff during the summer, we anticipate needing to update faculty and staff regularly on the university operational status up until August 1, including providing instruction on how to request supplies and submit possible issues or concerns.

Travel:

All work trips and events - both domestic and international - will be canceled/postponed until further notice. **We will continue to update faculty and staff on the latest travel statuses, which will be guided by the up-to-date travel guidance from the CDC.** Employees who plan to travel voluntarily to a high-risk country (or a designated high-risk city in the USA) with increased COVID-19 cases, must notify HR before traveling and will be required to self-isolate for 14 calendar days. Employees will be given the opportunity to telework for this period and also be asked not to come into physical contact with any colleagues during this time.

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Academics & Research (Contingency 1)

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

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

Faculty Resources

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

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

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

What are the essential technology needs for every faculty for fall restart? 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. In face to face classes, the university provides every 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 over the summer to support faculty in online delivery?

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

- USG Online Faculty Development Series in teaching online. Three multi-week scaffold courses are being moved to an open-access Google site with small modifications from original course design and content. To 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](#).

- ′ USG Course One: Developing an Online Course:
<https://sites.google.com/westga.edu/developing-an-online-course/home>
- ′ USG Course Two: Improving Student Engagement and Cultivating an Online Learning Community, see: <https://sites.google.com/westga.edu/usg-online-learning-community/home>
- ′ USG Course Three: Advancing Online Course Quality
(<https://sites.google.com/westga.edu/advancing-online-quality/home>)
- ′ “Introduction to Online Teaching and Instructional Design” certification course in BlazeVIEW facilitated by staff in VSU’s Center for eLearning. This course will run twice this summer. (June 1-July 10 and June 29-Aug. 7). Registration will occur via VSU’s EOD’s training portal, and enrollment will be limited to a cap of 20 faculty per course.
- ′ CELT Tuesday Teaching Tips will continue this summer with topics entirely focused on using various digital teaching tools, and every other week they will promote asynchronous hour-long webinars and short courses created by CELT-eLearning (e.g., Pedagogical Activities when Using Blackboard Collaborate Ultra Virtual Classrooms, reps from our licenses with Hoonuit and VoiceThread, and other vendors, or free access from reputable organizations in higher education (e.g. AAC&U, ACUE, *Chronicle of Higher Ed*). CELT Tuesday Tips are circulated via all-campus e-mail announcements and posted to CELT and eLearning Twitter.
- ′ CELT-eLearning Peer Faculty Mentoring Program for Teaching Online. CELT’s existing Peer Faculty Mentoring Program for new faculty will be redesigned to focus entirely on various digital tools that can be used in multiple modalities. Specifically, VSU faculty who are new to online delivery will be matched with VSU faculty who have already taught online and are in their same college, many of whom are experts in online teaching and instructional technology. Participation will be solicited by the end of May with matches made by mid-June. To ensure quality, requirements include attending a synchronous virtual training over the summer about mentoring and the Rubric for BlazeVIEW Course Design, communicating via e-mail, phone, and video conference over the summer and throughout the academic year, and conducting peer teaching observations of their online courses (from this past spring and again in the fall if teaching online).
- ′ eLearning Trainings for Fall 2020 New Faculty Orientation and Opening of the University Activities for all Faculty (Aug. 3-7, 10-14). The Center for eLearning will offer a series of synchronous face-to-face and virtual trainings that will focus on tentative topics such as:
 - ′ Asynchronous versus Synchronous Teaching Strategies (for fully online, pivot online, hybrid)
 - ′ Pedagogical Tips for Teaching with Mobile Technology in F2F classrooms (for F2F with social distancing)
 - ′ Leveraging Digital Collaborative Classrooms (for HyFlex)

- Pedagogical Activities when Using Blackboard Collaborate Ultra for Virtual Classrooms (for fully online, hybrid, pivot online)
 - Introduction to BlazeVIEW
 - BlazeVIEW Gradebook
 - Using Kaltura Capture for Video Recording Lectures
- VSU's CELT and the Center for eLearning will continue to offer other services for faculty to prepare for possibly moving teaching online in the fall:
 - **One-on-one consultations** are available via e-mail, phone, and/or video conference.
 - BlazeVIEW 101. In March, all VSU faculty were enrolled in this depository of resources on using BlazeVIEW and teaching online that is regularly updated and, includes, but is not limited to, an "Ask the Expert" discussion forum for pedagogical support from peer faculty experts, strategies for HIPs online such as virtual science labs and studios, and ideas for mobile assignments that students submit via cell phones.
 - Emergency Guide to Teaching Online. In March, all VSU faculty were enrolled in this 2-3+ hour emergency training course in BlazeVIEW that was developed by USG eCampus.
 - 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
 - Deans, associate deans, directors and department heads will have professional development for the roles they will serve regarding COVID-19 during a summer retreat.

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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 should be required to wear masks in all small research spaces and lab spaces where social distancing is not possible while COVID-19 restrictions are in place. In such spaces, PPE may include masks, gloves or other PPE as necessary to ensure safety of research participants.

Create posters/flyers to be placed on lab entries with the following COVID-19 protocols:

- Follow lab safety procedures,
- If you have COVID-19 symptoms, stay home and call your supervisor,
- Stay six feet away 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 should adopt the following practices based on the interim CDC Guidance on Handling Non-COVID-19 Public Health Activities: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/non-covid-19-client-interaction.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 protocols.

- **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 is prepared to

- Give faculty the option of extending the tenure clock, requesting additional time for scholarship activities. If the pandemic stretches beyond a year, the tenure clock may need to be extended for an additional year beyond the initial one-year extension.
- Establish regular communication (provide a timeline) with faculty and supervisors for formative feedback on research/scholarship activities.
- Allow and support remote work, when feasible, to meet research/scholarship planning and goals.
- Modify research agendas, including changes to established plans and goals.
- Develop programs for collaborative research and mentoring.
- Help ensure that continued progress toward goals and flexibility with deadlines is available to tenure-track faculty.
- Give preference to tenure-track faculty for professional development, travel, collaborative faculty student summer research and internal research grant awards for faculty (conference and internal research support).

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

VSU's Blazer Summer Research Institute is a good model with students teleworking in all possible cases with mentoring occurring through Teams or Blackboard Collaborate sessions. If students must be in research labs, the health and safety protocols outlined in this document must be followed. If students are in high risk groups, faculty may work with them on alternative assignments.

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 must be in place before any research resumes.

Departments may have to modify 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.

As campuses open for faculty, staff, and students, safety protocols and procedures will need 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.

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Overarching Flexibility for Fall Classes

Each face-to-face and hybrid course should be developed with sufficient flexibility to move to 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 & GPHD 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 six-foot distance between each classroom, lab or studio occupant, effectively reducing the capacity of each existing classroom, lab and studio. We will require students and faculty to wear masks in class and where social distancing is not possible, due to the nature of the 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 will require adopting an alternative teaching paradigm, where not all students would 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, based on initial review of the space.

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, it will be necessary to utilize a number of normally non-instructional spaces, set up 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 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. Department heads will begin by relocating the largest classes to the larger spaces, freeing up intermediate size spaces for rescheduling smaller classes and other activities. To facilitate this, all classrooms will be outfitted this summer with computers with a web camera and a microphone. Thus, each professor will have the option of synchronously broadcasting class sessions using Microsoft Teams or Bluejeans, thereby allowing students in another classroom or at home to participate in the class session.

The basic options that we will recommend for courses scheduled Fall semester as face-to-face are as follows:

- **Option 1:** Reschedule large classes into larger spaces such Student Union Theatre, Student Union ballroom, larger auditoriums and University Center meeting spaces as the space allows.
 - For the small number of classes too large for any available space, faculty may use a hybrid class format whereby for Tuesday-Thursday classes, half the students meet physically one day per week and stream the lecture on the other day. For Monday-Wednesday-Friday classes, one-third of the students attend face-to-face on any given day.
 - Any spaces that are freed up as a result can then be reallocated to small and medium size classes that are too large for their current room assignment.
- **Option 2:** Keep classes in current assigned space.
 - For some small classes, social distancing will not impact teaching.
 - For some courses, this will require a registration system that identifies which students are to attend during which face-to-face class period, while the remaining students stream the course synchronously. (Thus, in this option, students will be assigned to the specific day(s) when they are to attend in person.) Alternatively, lectures can be recorded and posted for asynchronous viewing immediately after class.
 - For lab and studio courses within limited space and resources, the same activities can be run 2-3 weeks in a row with smaller groups cycled through the studio or lab. In weeks when students are not in lab/studio, they may be assigned alternative (possibly online) activities.
 - Alternatively, for lab and studio courses with limited space and resources, class periods can be divided into 2 or 3 groups of students and the class period is divided into 2 or 3 parts. The groups will cycle through a single class period and conduct the hands-on or face-to-face interaction.
 - The size of the classroom space, number of students, lab/studio safety and resources (e.g. equipment and supplies) available will need to be factored in the registration system for lecture, lab, and studio courses.
- **Option 3:** Flexible-Hybrid/Flipped Classroom – All lectures will be streamed (asynchronously) to students while face-to-face class time will be used for recitation i.e. the hands-on, high-impact small group projects that reinforce the streamed lecture material. This will also require a registration system that identifies which students are to attend during a given face-to-face class period. The activities in the class may be streamed synchronously to the remaining students working on activities outside of class, or students could have the option of working independently.

While the options listed above are possible solutions, because of the diversity of size of spaces, number of students, and resources required, individual faculty may develop alternative solutions, which preserve the face-to-face nature of the class. These should be discussed with and approved by the department head of the program and dean of the college in which the course is taught. As this is developed, department heads will work to ensure some level of consistency among similar classes. Final decisions will be made to optimize pedagogical outcomes and space utilization.

Additionally, Clinicals will be required to follow accrediting body standards.

Instructional plans require flexibility and departments are encouraged to engage faculty in discussions of optimal pedagogy in this new era.

Faculty members are encouraged to include statements on social distancing in all course syllabi.

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.

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

There are few changes to the academic schedule that are anticipated, except as available larger spaces become unavailable.

Testing

Since in many cases, entire classes will be unable to meet in one space at the same time, consideration will need to be given to alternative testing strategies. For some classes, this may mean that assessments/testing are moved online. In many cases, faculty may wish to replace a small number of high-stakes tests with a larger number of lower-stakes assessments. CELT can help 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 fall?

- Faculty members who have serious underlying medical conditions for severe illness with COVID 19 and who may be seeking accommodations, the form has been uploaded and is accessible at <https://www.valdosta.edu/administration/finance-admin/human-resources/documents/usg-accommodations-form.pdf>. Please refer to the [CDC](#) to see what is currently defined as underlying medical conditions and high risk categories. Following review by HR and the appropriate dean, the department head will determine an alternative assignment where appropriate. Where practical, faculty approved for a remote teaching assignment may have teaching assignments switched

with other faculty who are already scheduled to teach remotely, but who are not at higher risk and can therefore teach in a face-to-face environment.

- All faculty will need 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.
- CELT will provide a list of resources for faculty members to assist with alternative strategies for changing modes of delivery over the course of a semester.
- Faculty will need to have robust and flexible office hours in an appropriate format to ensure students have the ability to connect with faculty one-on-one.
- VSU will need to revise and expand plans for campus support for students and faculty based on student and faculty feedback from Spring and Summer 2020. This support includes but not limited to support with technology, remote access, tutoring, etc. (Additional support is noted in section 5 below.)

Study Abroad

Will we allow/recommend study abroad this fall?

- VSU does not offer a Fall Semester study abroad. The first study abroad potentially offered is in December 2020. We plan to make a decision on this study abroad experience in October. We will only go if that is consistent with the advice from USG Global available at that time.

Academic Support:

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

- Two groups of students have been identified as at-risk as a result of being admitted with GPA minimums and without summer 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 fall 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**
 - 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.
 - eLearning - provide learning resources through BlazeView.
 - CELT - provide faculty development workshops related to mentoring at-risk students.
 - **Student Affairs**
 - Career Opportunities - targeted programming for at-risk students on getting off to a good start in year one.
 - Counseling - share resources and offer targeted programming for at-risk students.
 - 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**
 - Academic Advising - Advisors invite at-risk students to meet, either face-to-face with physical distancing of at least six feet, 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 Fall.
 - **Entire Campus**
 - Concierge Coaching - continue this new program forward into Fall 2020. Concierge coaches are current 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. Many concierge coaches from Spring 2020 have already volunteered and requested to continue for Fall term. Those who request to continue will be approved with supervisor permission. 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 Spring and Summer 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 purchase additional PPE for these students. Revised MOUs may need to address COVID-19 liabilitywaivers, the potential mandate for students to abide by social distancing guidelines, and the access to PPE while working at an internship site, etc

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Public Service, Outreach, Continuing Education & Cooperative Extension (Contingency 1)

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 Fall Semester, these types of in-person engagement opportunities should be extremely limited as most outreach can be conducted via electronic formats. Only when absolutely required should any in-person outreach engagements take place. In these instances, employees must follow widely established guidelines regarding social distancing and face coverings. In-person engagement by VSU employees should be limited to instances that are absolutely demanded in support of VSU's strategic plan and cannot be accomplished via electronic format.

Do employees follow institutional guidelines or city/region guidelines for satellite/off-campus locations?

For off campus events, employees should comply with the most stringent guidelines. If city/region guidelines are more stringent then they must be followed, however, if institutional guidelines are more stringent, they must be followed because ultimately employees will return to campus and be subject to those guidelines.

What are the policies, guidelines and practices governing these programs/activities in fall 2020?

In-person engagements for the Fall Semester should be extremely limited and should be conducted in compliance with widely established, institutionally (or USG) mandated, 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 as well as any additional safety guidelines (mandated face covering, etc.) that have been established as of the date of the event. As of this writing (May 14, 2020), the Georgia Department of Public Health website (dph.georgia.gov) recommends "To slow the spread of coronavirus disease (COVID-19) and reduce the number of people infected,

DPH recommends that organizers of events that draw more than 10 people cancel, postpone, or modify these events to offer online streaming service until further notice." The DPH website also recommends following guidelines and recommendations from the Centers for Disease Control and Prevention (CDC). The CDC website (cdc.gov) recommendations for areas at a minimal to moderate risk of transmission to:

- "Cancel community-wide mass gatherings (from example, >250 people; the cutoff threshold is at the discretion of community leadership, or move to smaller groups.
- "Cancel gatherings of more than 10 people for organizations that serve higher-risk populations."

The CDC also makes several recommendations and reminders that should be taken into consideration by event organizers and attendees:

- "Stay home when you are sick, except to get medical care."
- "Cover your coughs and sneezes with a tissue, then throw the tissue in the trash."
- "Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available, use hand sanitizer that contains at least 60% alcohol."
- "Avoid touching your eyes, nose, and mouth with unwashed hands."
- "Clean frequently touched surfaces and objects daily."
- "Refrain from person-to-person contact, including handshaking"
- "Provide COVID-19 prevention supplies to event staff and participants. Ensure that your events have supplies for event staff and participants, such as hand sanitizer that contains at least 60% alcohol, tissues, trash baskets, disposable facemasks, and cleaners and disinfectants."

Division cabinet officers must give approval for any in-person engagement activities sponsored by any office that falls within their division. For on-campus events, it is anticipated that much of the "rentable" space traditionally available will be used as classroom space to allow for adequate social distancing by classes. 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?

In the rare event that an in-person engagement activity is approved, 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 6ft between participants at all times.

Do we have essential meetings only?

Following DPH and CDC recommendations, it is strongly suggested that meetings, trainings, etc. be conducted via an electronic platform. Cabinet should determine what constitutes "essential" for in-person meetings.

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

Non-academic but VSU-sponsored events may be allowed with the approval of the appropriate Vice President. These limited events must be conducted in the same way that classes are conducted, observing all mandated guidelines.

Will we allow outside groups to use our facilities fall 2020? If so, under what circumstances?

During the Fall Semester, no outside group may use VSU facilities for social gatherings.

Government and non-profit organizations may request to use VSU facilities for certain events related to activities deemed to serve "the greater good" of the community. Under Contingency Plan 1 these requests must be approved by the cabinet officer in charge of the space requested. It is expected that outside use of VSU facilities in Fall 2020 will be very limited.

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

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, and crowd-size. In addition, sponsoring organizations must pay VSU for any established cleaning and sanitizing costs associated with the event. All other current reservation policies are in effect.

Will we restrict size of outside groups?

In the rare event that an outside group is approved to use a VSU facility, prevailing crowd-size mandates must be enforced by the event organizers.

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. The CDC has made the following recommendations regarding cleaning public spaces:

- "Clean frequently touched surfaces and objects with detergent and water prior to disinfection, especially surfaces that are visibly dirty."
- "Routinely clean and disinfect surfaces and objects that are frequently touched. Clean with the cleaners typically used. Use all cleaning products according to the directions on the label."
- "For disinfection most, common EPA-registered household disinfectants should be effective."

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Student Life (Contingency 1)

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 or suite, similar to a family's shared residence in that social distancing practices are not expected within the room or suite. 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

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

Know where to get information

- 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.

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 like, 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. Occupancy numbers will be clearly posted.

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 countersurfaces.

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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2020-2021 Housing Contract Residential Agreement

This document serves as an addendum to the 2020-2021 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 Fall 2020 semester. Throughout the period of the 2020-2021 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 2020-2021 academic year. 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 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:

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

Everyday preventative actions everyone should take:

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

Know where to get information:

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

Policies and guidelines:

- Common areas
- Study Rooms
- Meeting Rooms

- Classrooms (in hall)
- Kitchens
- Laundry Rooms
- Guests/visitors

Communication Mediums

- Social Media and Website
 - Create a Hashtag #BlazinThruCovid
 - Make a Covid-19 awareness tab on the Housing website for housing specific updates and information.
 - Direct students to existing VSU's Coronavirus Information Page for institution-wide information.
 - Share CDC and Public Health provided safety tips/videos through social media channels.
 - Create TikTok challenges Blaze edition to the song *Mask, Gloves, Soap*
- Electronic Communication
 - 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.
- Printed
 - Poster Series: Using various topics surrounding campus and hall safety information.
 - Flyers
 - Newsletter
 - 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
 - Students that are currently contracted to live in Housing for Fall 2020 will be offered an opportunity to request a release from their contract due to being high risk for contracting COVID-19.
 - The current Release for Contract application will be modified to include an option for medical release.
 - 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	<p>RAs will be responsible for implementing times for bathrooms which allow only 10 people max to utilize the bathroom during an hour time frame.</p> <p>RHDs will collect and review these schedules to ensure there are no conflicts or issues. Signs will be posted on bathroom entrances indicating the limit of persons permitted at a time</p>	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

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

A Social Distancing policy will be developed. In the event that a student gathering exceeds more than 10, 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.

- All Violations of Housing Policy Conduct Response
- RHDs and Housing Supervisors will continue to adjudicate conduct cases; however, they will use Microsoft Teams to conduct virtual conduct meetings.
- 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.
- 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.

7. 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
 - One for each resident
- Visitation policy changes
 - There will be no overnight guests allowed.
 - In Room Guests must meet the following criteria:
 - All residents of a room must mutually consent to allowing guests.
 - 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.
 - All rooms may have no more than one additional guest per resident.

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

9. 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.

- 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.
- 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
 - 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.
- Health and Safety Checks
 - 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.
 - 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.
 - 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.

10. Additional resources needed to operate Housing

This has been submitted.

11. Institutions should use their move-out plans from the spring 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 and gloves at all times 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

Fall Move-in Plan

Timeslot selection process

Student will be provided an option to select a time slot for move-in.

Move-in will take place over 6 days instead of a traditional single-day move-in to limit the number of residents moving in at any given time, in a specific hall, on a specific floor, to accommodate social distancing guidelines.

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 designated check in location (University Center or Residence Hall), rather than the time they will start moving in necessarily
 - Link to Housing Portal for timeslot selection
 - Deadline for submitting timeslot selection and auto assigned process if failure to signup
- Students will get a confirmation email after selecting a move-in timeslot
 - Includes instructions on how to change their timeslot if needed
 - Deadline for any changes to timeslot selection
- Students who have not selected a timeslot by July 15 will be contacted by Housing staff
 - Will call again 1 week later if still not signed up
- Students not signed up by July 31 will be assigned a timeslot and an email and a phone call will inform them of their timeslot

Drive Thru Check-in Model

- Students will arrive to the University Center during their selected or assigned timeslot
- At all times, all students and up to 2 guests will remain in their car(s) unless instructed otherwise
 - Each student is limited to 2 vehicles for move in
- **At check point 1**, students will be checked in for their timeslot
 - Students arriving early will be instructed to come back during their timeslot if possible
 - Students arriving late will be accommodated as long as traffic permits and it does not exceed social distancing requirements for the residents assigned building/floor/room.
 - Area of parking lot will be set up to accommodate waiting cars
- **Check Point 2** will check the student in via StarRez on an iPad and provide the resident with their move-in packet
 - Packets will be organized in bins alphabetically by building
 - Packet will include:
 - Maps to assigned Resident Hall and Sustella Parking Deck
 - Room key
 - Pre-programmed 1Card
 - If the card needs to be programmed, the student will be instructed to do so at their building
 - Students and guests will follow posted signage and their map to their assigned residence hall
- **At their assigned residence hall**, students will be greeted by a team member and will produce their packet as verification to move in
 - Team members will provide students with move-in bin that has been sanitized from previous use
- Students will unload items into room, return move-in bin to team member at front, and then move vehicle(s) to Sustella Parking Deck
- 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 fall will be imperative. Like residence life, each institution has different types of dining facilities, meal plans, and requirements. Thus, the only specific guidance for dining halls is that they must allow for social distancing and discourage students gathering in groups.

Below is the plan for using VSU's dining facilities in the Fall 2020 semester:

Will we open our dining areas?

Yes, we will open dining facilities following most current governmental guidelines regarding sanitation and social distancing.

The following dining facilities are planned to resume operations fall 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	Res. Dining	Student, Faculty, Staff	523	179	Take out will be encouraged. No self-serve offerings. Blazer Grille will be considered for lunch take out option to limit numbers in Palms. Cohort dining.	Campus Card, Credit Card	None	Masks, gloves
Blazer Sports Grille	Res. Dining	Students	150	76	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
Brewed Awakenings	Grab & Go	Student, Faculty, Staff	5 standing	1 standing	-	Campus Card, Credit Card	None	Masks, gloves

Einstein's Bagel (2 locations)	Grab & Go	Students, Faculty, Staff	10 standing	2 standing	-	Campus Card, Credit Card	None	Masks, gloves
Valdosta Bread Company	Grab & Go	Students, Faculty, Staff	15 standing	7 standing	-	Campus Card, Credit Card	None	Masks, gloves
P.O.D. Markets (2 locations)	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/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##>
- Meal periods will be specified for breakfast, lunch and dinner allowing time to disinfect high touch surfaces and restroom spaces in dining facilities between meal periods.
- 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
 - Hopper Hall- 3,770 sf - 126 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
- Meal periods will be staggered, and likely scheduled, to allow for maximum occupancy to abide by social distancing guidelines. Patron counts from last Fall and academic schedules will be utilized to determine meal periods.
- 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 through 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 fall operations:

- Number of full-time counselors: Six FTE
- **Number of part-time counselors:** One 30hr/week Fall and Spring contract counselor
- **Current ratio of counselor FTE to spring 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 seven 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 seven 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 for in Contingency Plan 1.

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:
 - Guests entering the facility must be wearing a mask. (If they do not have a personal one, a disposable one will be provided by a sanitation kiosk at the front door.)
 - Only guests receiving services from Health Services should enter the building. Friends or family of clients should not enter. Counseling and Wellness services will be available by tele-counseling appointment only. As a result, the second floor to the Health Center building will be closed off from access.
 - Health Services patients showing symptoms common with COVID-19 should call 229-333-5886 to speak with a Health Service representative and be escorted inside.
 - 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 in order to ensure appropriate medical safety practices are followed.
 - Temperatures will be taken when patient enters Health Services area.
 - A separate entrance and waiting area will be established for guests with fever and/or

respiratory symptoms common with COVID-19.

- 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.
- COVID-19 specimens can be collected by in-house Lab but must be sent to Quest for analysis at a cost of \$100 per test which can be billed to qualifying insurance companies or offered as self-pay. Patients needing free testing will be referred to the local Lowndes County Department of Public Health (LCDPH) testing site. LCDPH is open to discussion hosting one or two free testing clinic days on campus during Fall semester.
- 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.

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) are unable to 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 and offer to the student and even faculty and staff member through curbside pick-up.

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. This includes public service events, outreach events (Homecoming, Family Weekend, Fall Explosion) or any other activities hosted by our university departments and student organizations.

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) 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 (Ex: currently no outdoor concerts). This might allow, however, for alternative programming such as drive-in movies which would be intended for larger capacity but within social distancing expectations.
- 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 spring semester.

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Greek Life Recruitment:

All councils are encouraged to host virtual recruitment events throughout the summer and fall 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 spring, that chapter will need to provide documentation and a plan for spring intake.
- All chapters are encouraged to complete intake in the fall if that was the original plan.
- Interest meetings, Rush meetings and interviews will be held virtually through Microsoft Teams.

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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 fall. 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 the personal use of the same individual throughout the semester and will be required to clean and disinfect daily.

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Campus Recreation

Hours/Staffing Levels/Occupancy Changes

Reduced Hours of Operation to allow more time for cleaning

- M-TR: 6am to 10am; 12noon to 10pm
- Friday: 11am to 5pm
- Saturday: 11am to 4pm
- Sunday: 4pm to 8pm

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 and non-latex disposable gloves 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
- Designated areas will be established for non-stationary 'used equipment' to be placed for staff to disinfect before use by another patron
- 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
- Classes will end early to allow each patron to clean and disinfect every item used during their workout
- 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 - no games permitted. Single patron/household per half court only, for a maximum of 30mins; court reservations encouraged
- Volleyball/Racquetball/Squash/Wallyball - no games permitted

Intramurals

Intramural competitions will be modified, or new ones created that fit within social distance expectations: Example competitions include:

- Table tennis - singles
- Tennis - singles
- Pool - singles
- 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., spring 2020)
- Faculty should be prepared to abruptly offer online or virtual clinical simulation, case studies, webinars and 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 Fall 2020 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

- Customers will enter store from entrance inside Student Union and exit from glass doors leading into covered walkway outside Student Union building
- Checkout location will be relocated to area outside of glass doors leading into covered walkway
- 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 6 feet apart
- Staff members at checkout locations will be distanced at least 6 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 6 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)

On campus bus transportation for the VSU community plans to resume Fall semester following 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 (Contingency 1)

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 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.

Admissions

Following the guidelines established by the University the Office of Admissions will phase in a complete return to campus for all employees. The return to campus will adhere to GPH and CDC guidelines for proper distancing.

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 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 2020 term and used for Summer 2020. 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

Fall orientation for Spring 2021 term will be conducted face-to-face in November following proper distancing guidelines. The face-to-face options will be enhanced with the online modules built for Summer orientation for Fall 2020 term. Summer online orientation includes a multi-model approach with webinars, LMS course, meet-ups, emails, videos, and static content. We are focused on engagement over the entire summer, not just on one specific day. Orientation leaders will have an enhanced role in welcoming our students to campus. We will be able to track their outreach and engagement efforts to students via a new OL portal. Partnerships with our campus constituents to provide content will occur until courses begin in the fall.

Advising

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 Fall 2020 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 if desired 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 Fall 2021 class will begin Fall 2020.

Conduct Fall and Spring 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 fall in a couple of Advising Centers and apply them across the entire organization.

Athletics (Contingency 1)

COVID-19 Return to Full Athletic Activity Plan (Contingency 1)

Valdosta State University plans to participate in intercollegiate athletic competition during the 2020-2021 academic year. Our projected start date is July 1, 2020, beginning with a return of student-athletes for voluntary summer workouts. (see Voluntary Workout). 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 in the creation of our 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).

Competition With/Without Spectators

The Athletic Department will have a plan in place for athletic competitions that will allow for regular attendance, and one for competitions that will have reduced or no attendance.

If regular attendance is allowed, athletic venues will have free standing hand sanitizers at all entrances plus wall mounted sanitizers in the restrooms and concession areas. All concession staff will be mandated to wear masks and gloves. Bottles hand sanitizer will be at each ticket booth. Ticket Sellers and takers will wear masks.

If reduced/limited attendance is called for, the athletic department will allow seating in every other or every third seat at football, basketball and volleyball; and the athletic department will mark the appropriate distance that fans must be apart in bleachers at baseball, softball, soccer, and tennis. Priority will be given to season ticket holders, VSU students and student-athlete family members if seating is limited.

If competitions do not allow for attendance or only for student-athlete immediate family members to be in attendance every effort will be made to provide a live stream broadcast of the event. If social distancing is being practiced signage urging social distancing and floor decals to assist with spacing will be used at all venues for ticketing and concessions.

Communication

The Athletic Department will use the vstateblazers.com website, social media, radio and TV to communicate 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.

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 must be quarantined 2 weeks from last contact with patient.
 - If student-athlete received positive COVID-19 test, he/she must be quarantined until release 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.
- Includes "Summer Workout Agreement" if voluntary workouts are allowed
- Baseline concussion test administered on campus by ATs
- Must present valid medical insurance
 - University will NOT provide financial assistance to anyone needing primary health insurance during voluntary workouts
 - If a student loses insurance at any point, he/she is responsible for securing new insurance.

Incoming Student-Athletes ONLY

- Pre-participation physical exams taken at home at student-athlete expense
- Sickle Cell Trait test to be completed at home.
 - Preferably just send us the test results taken as a child

Education Plan

All VSU student-athletes will be provided a COVID-19 education form that will provide information regarding the virus and information on appropriate hygiene measures to combat the spread of the virus. Student-athletes will sign this form indicating that they have read the form. COVID-19 information flyers will be posted at the entrances to all athletic department training clinics and throughout each athletic facility. Proper hygiene and protocols that have been put into place to mitigate the spread of the virus will be discussed at each sport's initial team meeting by a member of the Athletic Training staff.

Resocialization

Follow the steps of the federal government, NCAA, NATA, state government, local government, USG, and university policies (respectively):

Phase One:

- No more than 10 people
- Vulnerable students not allowed to participate
 - (e.g. sickle cell trait, chronic HBP, chronic diseases, diabetes, asthma that requires regular use of inhaler, immuno-deficiency, or undergoing immune weakening treatment such as chemotherapy)
- 6-foot distancing observed
- All meetings must be virtual
- No non-essential travel
- Staff limits hours in facility
- Education of student- athletes on COVID-19 prevention, recognition, and treatment options
- Voluntary workouts/lifting only
- No substantial increase in COVID-19 cases in Lowndes County
- This phase lasts for 2 weeks

Phase Two:

- No more than 10 people per room unless distancing allows for greater than 6ft distance between all people in the room
- Vulnerable students not allowed to participate
 - (e.g. sickle cell trait, chronic HBP, chronic diseases, diabetes, asthma that requires regular use of inhaler, immuno-deficiency, or undergoing immune weakening treatment such as chemotherapy)
- 6ft distancing observed
- All meetings must be virtual
- Non-essential travel resumes
- Staff limits hours in facility
- Team workouts allowed that provide social distancing
- No substantial increase in COVID-19 cases in Lowndes County
- This phase lasts for 2 weeks

Phase Three:

- No restriction for people in a room
- Vulnerable students allowed to participate with caution
- Full staffing allowed
- In-person meetings allowed
- No substantial increase in COVID-19 cases in Lowndes County
- This phase lasts for 2 weeks

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

- Cleared by physician
- Gradual increase of activity intensity to reflect respiratory recovery
- Heat Acclimatization
- A COVID-19 positive student-athlete will remain in isolation until they have three days of no symptoms and are in isolation for a minimum of 10 days since the onset of symptoms. The Student-Athlete will then be cleared by a medical doctor in order to return to athletic activity. 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 long 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 stay 6ft apart.
- Must wash hands and face before and after each practice
- Will enter playing surface directly and not via locker room or larger facility.

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 6ft apart.
- Must wash hands and face before and after each practice
- Will enter playing surface directly and not via locker room or larger facility.

Cleaning

- Indoor playing surfaces will be cleaned after each individual practice
- 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.
- No more than 10 people per room.
- 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 double doors leading to field and then back to parking lot via gate behind goal post.
- Players on the field should exit via the same gate and not re-enter the building.
- Groups of players working out and lifting and meeting should be organized as to limit possibility of multiple groups being present at facility at the same time.

Use of Soccer Facilities

- Entrance will be through soccer access doors only (enter from gravel parking lot).
- Everyone who enters must clean their hands at station provided at entrance door.
- No more than 10 people per room.
- 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 locker room leading to field and then back to parking lot.
- Players on the field should go straight to their vehicles and not re-enter the building.
- Groups of players working out and lifting and meeting should be organized as to limit possibility of multiple groups being present at facility at the same time.

Use of PE Complex

- Entrance will be only through south doors leading directly to parking lot.
- Everyone who enters must clean their hands at station provided at entrance door.
- No more than 10 people per room.
- 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 north doors leading to parking lot.
- Groups of players working out and meeting should be organized as to limit possibility of multiple groups being present at facility at the same time.

Use of Tennis Courts

- Entrance will be via outdoors as no inside access leads directly to the courts. No one should walk through the PE Complex to get the courts.
- Everyone who enters must clean their hands at station provided at court gates.
- No more than 2 people per court.
- Benches, bleachers, and nets should be cleaned after each use.
- No one should lean on the fences around the courts.
- Exiting the facility will be via walking outdoors. No one should enter the PE Complex on their way exiting the courts.
- Groups of players working out should be organized as to limit possibility of multiple groups being present at facility at the same time.

Use of Baseball Facilities

Fieldhouse

- Entrance will be through main doors only.
- Everyone who enters must clean their hands at station provided at front door.
- No more than 10 people per room.
- 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.
- Groups of players working out and meeting should be organized as to limit possibility of multiple groups being present at facility at the same time.

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 as of as possible at station provided in dugouts.
- Benches should be after each session.
- If bats are shared, they should be cleaned after each use.
- Spitting is not allowed.
- 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.
- Groups of players working out should be organized as to limit possibility of multiple groups being present at facility at the same time.

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.
- No more than 10 people at a time.
- 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.
- 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 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 Baseball Fieldhouse usage.
- Groups of players working out should be organized as to limit possibility of multiple groups being present at facility at the same time.

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.
- No more than 10 people per room.
- 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.
- Groups of players working out and meeting should be organized as to limit possibility of multiple groups being present at facility at the same time.

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 as of as possible at station provided in dugouts.
- Benches should be after each session.
- If bats are shared, they should be cleaned after each use.
- Spitting is not allowed.

- 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 as to limit possibility of multiple groups being present at facility at the same time.

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 Softball Fieldhouse usage.
- Everyone who enters must clean their hands at station provided at front door.
- No more than 10 people at a time.
- Pitching machines, hitting tees, and other items used during the session should be cleaned after each use.
- 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 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 as to limit possibility of multiple groups being present at facility at the same time.

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 6ft social distance at all times.
- 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 6ft apart
- Must wash hands and face before and after each session.
- May not use locker room and shower.

Cleaning

- Weight room equipment will be cleaned after each group using that specific 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 traveling to an area of high COVID-19 concentration
- The temperature of every person on 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, distancing while in the bus/van will not be a concern.
- If a member of the travel party becomes ill while traveling:
 - 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 2 weeks.
 - 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 2 weeks.
 - 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 2 weeks.

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.

Games we are not playing in

- 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.



SPORT SCIENCE
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Core Principles of Resocialization of Collegiate Sport

The United States is currently using physical distancing and stay-at-home guidelines as the primary means of preventing the spread of COVID-19 – a highly contagious and virulent disease, especially for the elderly and for individuals with preexisting pulmonary and cardiovascular disease. COVID-19 has penetrated all 50 states, with variable rates of community infection, hospitalization and death. Because of the widespread nature of this disease presently, containment strategies such as testing, identification and isolation are neither practical nor efficacious.

Sport, as a microcosm of society, is similarly using physical distancing and stay-at-home policies as the primary means of preventing COVID-19 disease spread. Group practice and all sport competition have ceased.

Once COVID-19 infection rates diminish for at least two weeks, resocialization of society and sport may be possible. Importantly, there will not be a single day of reemerging into society as normal. Rather, resocialization must be rolled out in a stepwise manner that helps ensure sustained low infection spread coupled with the ability to rapidly diagnose and isolate new cases. Bear in mind that upward spikes in infection spread may cause resocialization efforts to halt or even retreat until infection spikes lower again.

Collegiate sports differ from professional sports because all collegiate athletes are first and foremost students. Thus, resocialization of collegiate sport must be grounded in resocialization of college campuses. As with society at large, such resocialization must be measured, nimble and based on sound science. In all instances, college athletics must operate with approval of school leadership, and the school must be operating in accordance with local and state public officials regarding a return to campus, return to practice and return to competition. In the end, school and governmental leadership determine who can participate in, assist with, and watch student-athlete practices and competition.

The recently released document, [Guidelines – Opening Up America Again](#), provides national recommendations that allow a regional approach for resocialization. Three phases of resocialization are described, with each phase addressing those aspects of daily life for which

restrictions remain appropriate due to COVID-19. The core principles outlined below are offered as a premise for resuming practice and competition at the collegiate level. They are meant to be consistent with the federal guidelines and otherwise reflective of the best available scientific and medical information available at the time. These core principles are intended as resources for member schools to use in coordination with the federal guidelines and related institutional and local governmental decision-making, all of which remain subject to further revision as available data and information in this space continues to emerge and evolve.

Core principles of resocialization of collegiate sport:

- There must not be directives at the national level that preclude resocialization.
- State and local authorities must have in place a plan for resocialization.
 - In accordance with the federal guidelines, such a plan assumes the following state/local **GATING CRITERIA** have been satisfied:
 - A downward trajectory of influenza-like illnesses reported within a 14-day period **and** a downward trajectory of COVID-like syndromic cases reported within a 14-day period.
 - A downward trajectory of documented cases of COVID-19 within a 14-day period **or** a downward trajectory of positive tests as a percentage of total tests within a 14-day period.
 - Hospitals can treat all patients without crisis care **and** there is a robust testing program in place for at-risk health care workers, including emerging antibody testing.
- There should be a plan in place at the university/college level for resocialization of students. In keeping with the federal guidelines, universities should consider guidance provided to employers to develop and implement appropriate policies regarding the following:
 - Social distancing and protective equipment.
 - Temperature checks.
 - Testing and isolating.
 - Sanitation.
 - Use and disinfection of common and high-traffic areas.
 - School business travel.
 - Monitoring of the workforce for indicative symptoms and preventing symptomatic people from physically return to work until cleared by a medical provider.
 - Workforce contact tracing after an employee's positive test for COVID-19.
- There must be a plan in place at the university/college level for resocialization of student-athletes within athletics. In keeping with the federal guidelines, athletics should practice the following:

- All student-athletes, athletics health care providers, coaches and athletics personnel should practice good hygiene.
- All student-athletes, athletics health care providers, coaches and athletics personnel should stay home if they feel sick.
- Guidance noted above for university employees should be in place within athletics.
- There must be adequate personal protective equipment for athletics health care providers, and there must be sanitizers to manage infection control in all shared athletics space.
- There must be the ability to assess immunity to COVID-19 at a regional and local level. This could include immunity at the college campus, plus a more focused assessment of herd immunity for athletics teams.
- There must be access to reliable, rapid diagnostic testing on any individual who is suspected of having COVID-19 symptoms.
- There must be in place a local surveillance system so that newly identified cases can be identified promptly and isolated, and their close contacts must be managed appropriately.
- There must be clearly identified and transparent risk analyses in place. Such risk analyses consider issues such as economics, education, restoration of society, and medical risk of sport participation, including COVID-19 infection and possible death.

Phase One:

In accordance with the federal guidelines, resocialization of sport for Phase One assumes the following:

- Gating criteria have been satisfied for a minimum of 14 days.
- Vulnerable student-athletes, athletics health care providers, coaches and athletics personnel should continue to shelter in place. Vulnerable populations include individuals with serious underlying health conditions such as high blood pressure, chronic lung disease, diabetes, obesity and asthma, and those whose immune system is compromised, such as by chemotherapy.
- Those living in dorms and other residences where vulnerable individuals reside should be aware that by returning to work or other environments where distancing is not practical, they could carry the virus back home, and appropriate isolating precautions should be taken.
- Physical distancing should continue.
- Gatherings of more than 10 people should be avoided unless precautionary measures of physical distancing and sanitization are in place.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact, should remain closed unless strict distancing and sanitation protocols can be implemented.

- Virtual meetings should be encouraged whenever possible and feasible.
- Nonessential travel should be minimized, and Centers for Disease Control and Prevention guidelines regarding isolation after travel should be implemented.

Phase Two:

In accordance with the federal guidelines, if Phase One has been implemented successfully, with no evidence of a rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase One:

- Vulnerable individuals should continue to shelter in place.
- Awareness and proper isolating practices related to vulnerable individuals in residences should continue.
- Physical distancing should continue.
- Gatherings of more than 50 people should be avoided unless precautionary measures of physical distancing and sanitization are in place.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact should remain closed, or appropriate distancing and sanitation protocols should be implemented.
- Virtual meetings should continue to be encouraged whenever possible and feasible.
- Nonessential travel may resume.

Phase Three:

In accordance with the federal guidelines, if Phase Two has been implemented successfully, with no evidence of a rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase Two:

- Vulnerable student-athletes, athletics health care providers, coaches and athletics personnel can resume in-person interactions, but should practice physical distancing, minimizing exposure to settings where such distancing is not practical.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact can reopen if appropriate sanitation protocols are implemented, but even low-risk populations should consider minimizing time spent in crowded environments.
- Unrestricted staffing may resume.

The transition from the above core principles to a relaxation of these principles can occur when COVID-19 can be managed in a manner like less virulent influenza strains. COVID-19 has essentially shut down society because it is highly contagious and has an unacceptably high death rate. More common strains of influenza do not close society because society has learned to adapt to and develop acceptable management strategies for influenza. For COVID-19, future phases are dependent on the successful development of widely available treatment, including prophylactic immunotherapy, coupled with widespread, effective vaccination.

**Valdosta State University
Athletic Department**

Release and Waiver of Liability and Indemnity Agreement

(Summer Workouts VSU Athletics)

I hereby acknowledge that I desire to participate in Valdosta State University's summer workouts. I have been informed that the activities offered at summer workouts include but are not limited to running, exposure to outside elements, practicing skills related to the respective sport, and conditioning and weight training. I acknowledge that the NCAA has allowed coaches to be a part of VOLUNTARY individuals practice until the beginning of the Fall 2020 term. I understand that any and all such individual practices during this period are purely voluntary, and I cannot be held accountable for not participating. I also understand that social distancing and other precautions (including but not limited to masks used by coaches, masks used by everyone during meetings, 6ft separation during practice, locker room usage modification, regular use of hand sanitizer, etc.) will be utilized during this period as long as these COVID-19 measures are recommended by the governing powers.

During summer workouts, I hereby acknowledge and understand, that I may be subjected to the following inherent risks, including but not limited to property damage; bodily injury, including death, injury from falls, sprains, strains, limb breakage and other unforeseen injuries; and communicable diseases including but not limited to COVID-19. I hereby assume any and all such risks seen and unforeseen.

Knowing the dangers, hazards, and risks of such activities, and for sole consideration of my being permitted to attend and participate in summer workouts and activities as noted above, on behalf of, myself, my family, heirs, personal representatives, I, agree to assume all the risks and responsibilities surrounding my participation in the activities and except for such damages or injury as may be caused by the gross negligence or willful misconduct of the employees or agents of Valdosta State University, I hereby release, waive, forever discharge, and covenant not to sue Valdosta State University, the Board of Regents of the University System of Georgia, their members individually, and officially, their officers, trustees, agents and employees (current and former) from any and all claims, demands, rights, claims for attorney's fees, and causes of actions of whatever kind and nature which might be asserted against them, by or on behalf of myself, my heirs, assigns, attorneys in fact, attorneys at law, personal representative(s), dependents, or otherwise, arising from my participation in connection with activities at and through Valdosta State University.

Also, for the sole consideration of my participation summer workouts as outlined above I agree to indemnify and hold harmless Valdosta State University and the Board of Regents of the

University System of Georgia their members individually and their officers, agents, and employees (current and former) from any and all claims, demands, claims for attorney's fees whatever kind or nature which might be asserted against them, rights and causes of actions of whatever kind, by or on behalf of myself, my heirs, assigns, attorneys in fact, attorneys at law, personal representative(s), dependents, or otherwise, arising from my participation in connection with activities at and through Valdosta State University.

I understand and agree that Valdosta State University does not have medical personnel available at the location of the summer workouts and associated activities. I grant my permission for Valdosta State University to authorize emergency medical treatment at an emergency care facility if necessary, and that such action by Valdosta State University shall be subject to the terms of this Release Agreement. I understand and agree that Valdosta State University assumes no responsibility for any injury or damage, which might arise out of or in connection with such authorized emergency medical treatment. Further, I assume personal and financial responsibility for any such medical care and treatment.

I understand that the acceptance of this release and waiver of liability by the Board of Regents of the University System of Georgia and Valdosta State University shall not constitute nor be construed as a waiver, in whole or in part, of sovereign or official immunity by said Board, its members, officers, agents and employees.

I hereby certify that I am eighteen (18) years of age or older and suffering under no legal disabilities, that I have read the foregoing document carefully and hereby sign this agreement voluntarily and of my own free will.

Printed Name: _

Signature: ____

Date: __

Print Name of Parent/Guardian: _____

Signature: ____

Date: __

Summer Camps

As employees are brought back to campus in a staggered manner over the summer, hosting camps will be considered if student-athletes and other student participants have been allowed back, and if social distancing and other safety measures can be maintained.

In the event that camps are offered, the following guidelines will be in place:

- Parents complete as much paperwork online as possible
- **Include what criteria would require camper to stay home and not attend camp**
 - Fever
 - Cough
 - Shortness of breath
 - Contact with someone else who is ill
- **Include what will happen if camper appears ill during camp**
 - Camper will be separated and parent/guardian will be called
- Parents stay in vehicles as much as possible
- 6ft separation of campers at all times
- Check temperature before entering facility daily
- Campers use hand sanitizer before entry
- Camp Workers wear masks
- Campers AND Camp Workers clean hands regularly
- Clean surfaces regularly, including balls
- Preferable that camper provides own lunch
- Adhere to food service regulations if utilizing Dining Hall or serving food

Communications (Contingency 1)

Responsibility

The Return to Campus Fall 2020 Communication Strategy will be managed by the Office of Communications and Marketing under the supervision of the Director of Strategic Communications and the Vice President of Student Success.

Communications Tactics

The president will issue a statement to campus to announce the plan via email and social media.

The Return to Campus website will be launched by July 1, 2020 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 (June 2020, updated regularly)
 - Message from the President
 - Human Resources COVID-19 updates page

This page will also include a brief summary of this plan along with a message from the president to the campus.

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

The president's statement to campus, along with a link to the coronavirus update page, will be sent to local media to announce the Return to Campus plan and increase reach in key recruitment markets and hometowns of returning students and parents.

Fiscal Impact (Contingency 1)

What are the financial impacts of each working group recommendation?

For FY21, we have and continue to plan actively for a possible state reduction as well as a possible decline in enrollment in all funds.

End of Document.