SALISBURY UNIVERSITY

Student Guide for Returning to Campus

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GUIDING PRINCIPLES

Salisbury University’s policies and protocols for responding to the COVID-19 pandemic are rooted in safety for our students, faculty and staff and the surrounding community.

The primary goals for Salisbury University’s response to the COVID-19 pandemic are to protect students, faculty, and staff, and continue the institution’s vital missions of education, scholarship, service and community engagement.

SU’s plans also are aligned and consistent with the State of Maryland and University System of Maryland (USM), as well as local orders and ordinances of the City of Salisbury and Wicomico County. SU’s plans will also follow recommendations from the federal government (Opening Guidelines), Centers for Disease Control (CDC) and Prevention, and the Maryland Department of Health.

Our knowledge and understanding of the COVID-19 virus continue to evolve, and our policies and plans will be updated as appropriate as more information becomes available. To find the most recent information visit SU’s COVID-19 website at www.salisbury.edu/coronavirus.

COMMITMENT TO INCLUSION

As we adjust to operating during a pandemic, we reaffirm our commitment to supporting and sustaining a welcoming, respectful, accessible, equitable and inclusive environment for all members of the Salisbury University community. We stand against xenophobia, incivility, racism, ableism and all forms of bias, harassment and discrimination.

We acknowledge that COVID-19 has impacted members of the SU community in different ways and created unforeseen challenges, (e.g. personally, academically, professionally, as well as physically, mentally and socially). We understand that this will call for a continued thoughtful approach as we proceed. We find strength across differences that uphold the common humanity that binds us together. We remain committed to working together to build equity and inclusivity as we embrace our shared values of excellence, student centeredness, learning, community, civic engagement, and diversity and inclusion.
RETURN TO THE CAMPUS

Introduction

In April, Governor Larry Hogan unveiled his plan for a safe, effective, and gradual approach to reopening public life and the economy of Maryland. The state is now entering the second phase of Hogan’s three-phase plan, outlined in his Maryland Strong Roadmap for Recovery.

Since the state and USM have agreed to reopen, the University has been making plans for a safe and gradual process for the resumption of on-campus operations. There will not be a single date for the full reopening of the physical campus; the plan will be guided by public health expertise to allow for the safe operation of campus.

What Is COVID-19?

COVID-19, also known as coronavirus disease 2019, is caused by a new virus, SARS-CoV-2. While there are many types of coronavirus including some that cause the common cold, SARS-CoV-2 has not previously been seen in humans.

The virus that causes COVID-19 can spread from person to person, mainly through respiratory droplets that are produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Spreading the virus is more likely when people are in close contact with one another (within about 6 feet).

It is thought that the virus can spread when someone touches a contaminated surface and then touches their nose, mouth, or eyes. There is currently no vaccine to prevent the virus.

Coronavirus Awareness and Prevention Training

The Environmental Safety Office created a training course, Coronavirus Awareness and Prevention, for best practice and protocols when returning to the workplace during COVID-19. Please familiarize yourself with this important information that is available through My Classes starting Monday, August 24. This training must complete this training by Friday, August 28.

Student Expectations & Guidelines

All students are expected to comply fully with the policies, protocols and guidelines outlined in this document. Violation of these guidelines may result in the immediate revocation of building access privileges in addition to corrective action up to and including progressive discipline. Students will be asked to confirm:

- That they have read and understand this guide.
- That they have reviewed the pledge at the end of this document indicating that they will follow the outlined behaviors designed to keep our campus community safe. You will be asked to sign this pledge in the Coronavirus Awareness and Prevention training course through My Classes.

In addition, students are expected to review and adhere to all guidelines and policies outlined in the Code of Community Standards.
Symptom Monitoring Self-Screening Requirement

Each day, all students who will be on campus or attending class (on campus or remote) must use a self-screening process to assess their risk and record the status of their self-screening. You are encouraged to do daily self-screening through SU Mobile, Salisbury University’s iOS and Android app or online at https://sumobile.salisbury.edu; or you may use the designated campus screening locations:

- Monday-Friday, 8 a.m.-4:30 p.m.:
  - Holloway Hall main entrance
  - Guerrieri Student Union Information Desk (Beginning August 24)
  - All other locations and times can be found on the campus screening locations map.

Students who refuse to complete the symptom monitoring requirement at home or on campus will not be allowed on campus.

If the student has concerning symptoms or fail the daily screening, they must:

1. Notify the Campus Health Line as soon as possible at campushealth@salisbury.edu or 410-677-0006.
2. Stay home (or in your room if you live on campus). You are not allowed in campus buildings with a failed screening. You must be cleared by the Campus Health before returning to campus.
3. Campus Health will do a telehealth visit to determine if further action is needed. Students can also contact their personal health care provider for guidance or use Fonemed (see below).

Fonemed is a service provided by the University for any student who may have questions or want information about the COVID-19 virus. Fonemed will report information discussed back to SU Student Affairs. This is a nurse triage service that is available 24/7 by calling the SU Fonemed: Student Health Services line at 833-631-1065.

CONCERNING SYMPTOMS

- Temperature above 100.4 degrees.
- Any of the following:
  - Chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea

Students should not report symptoms that are related to another long-term health condition.

Testing Procedures

The University System of Maryland requires all students to be tested for COVID-19 prior to coming to campus for the fall semester. Salisbury University students should get tested through their primary care provider or in their home counties if possible.

Students will be required to have a negative test within 14 days of their return to campus, or by Friday, August 28, to maintain access to SU facilities. Those getting tests off-campus should ask for documentation of their results. Students should provide these results to Student Health Services at studenthealth@salisbury.edu.

The University is working with Student Health Services, the Wicomico County Health Department and the University Health Planning Team to provide and facilitate COVID-19 testing for all students, faculty and staff. Beginning Tuesday, August 25, the University will host weekly voluntary COVID-19 surveillance testing.
Surveillance testing of a percentage of the campus population will allow us to monitor trends and number of cases and begin the isolation and contact tracing process for those who test positive.

Student Health Services or Campus Health will consult and order tests for those with potential exposures. The flow chart below shows what happens when you are tested. Additional information on COVID-19 testing will be updated on the SU COVID-19 webpage at www.salisbury.edu/coronavirus.

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**COMING TO CAMPUS OR TAKING A CLASS? (ON CAMPUS OR REMOTE)**
- Take temperature
- Complete daily symptom screening

**APPROVED SCREENING (CLEARED TO ENTER)**
- Passed daily screening questions, have no symptoms and no fever.

**REPORT TO CAMPUS**
- Make sure your Gull Card is visibly displayed on a lanyard or other means.

**FAILED SCREENING (ENTRY DENIED)**
- Answered yes to a screening question, have symptoms or a fever.
- Student begins self-quarantine until cleared by Campus Health and does not come to campus. Student should contact their instructor regarding any missed F2F classes or coursework. See SU’s Course-Related Policies and Resources for more information.
- Student is to notify Campus Health of failed screening at campushealth@salisbury.edu or 410-677-0006.
- The Campus Health line will evaluate the student for possible COVID-19 symptoms or exposure. (Student may also contact their Primary Care Provider.)

**NOT CLEARED TO RETURN CAMPUS**
- Student testing positive will self-isolate based on guidance from Campus Health and **not come to campus**. (Students living on campus should self-isolate at home if at all possible.) Contact Student Affairs for additional resources and support. (Positive results to be reported to Campus Health from the student.)
- Campus Health will contact the WCHD* and the University Contact Tracing Team to begin contact tracing.
- Student may return to campus **after cleared by Campus Health**. Return-to-Campus note from Primary Care Provider must be given to Campus Health.
- Student who has had close contact with a person testing positive should self-isolate at home if at all possible or in their local residence the recommended number of days given by Campus Health even if they have no symptoms or had a negative COVID-19 test done during quarantine.

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**Campus Health Line** • 410-677-0006 • campushealth@salisbury.edu
**Student Health Services** • 410-543-6262 • studenthealth@salisbury.edu
*WCHD* - Wicomico County Health Department • wicomicohealth.org
ACTIONS TO TAKE IF TESTING POSITIVE FOR COVID-19
If a student tests positive for COVID-19 and they are living in a campus residence hall, they will need to go home to recuperate. If this is not possible, SHS will work with Housing and Residence Life to move the student to an isolation room on campus. SHS will work with the student to monitor their symptoms or changes in their health. Students will be provided with a 24/7 after-hours hotline number if any concerns arise after SHS’ normal operating hours.

For students living off campus, an evaluation will be made to determine if their living space meets isolation guidelines.

The Wicomico County Health Department as well as Salisbury University’s contact tracing department will be notified to begin contact tracing.

ACTIONS TO TAKE IF YOU HAVE BEEN EXPOSED TO SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19
Students should notify Campus Health Line at campushealth@salisbury.edu or 410-677-0006 if they have had an confirmed exposure to someone who has tested positive for COVID. Campus Health will evaluate the extent of the exposure. Anyone that has had a true exposure will need to quarantine for 14 days. Students will need to monitor for symptoms daily. Campus Health will determine if a COVID test is needed.

RETURNING TO CAMPUS AFTER POSITIVE COVID-19 TEST
For students testing positive, the following CDC guidelines should be used to return to normal activities:

- At least three days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in symptoms; and, at least 10 days have passed since symptoms first appeared.
- If positive for COVID-19, as detected on a screening test, but you have never shown any symptoms, you should not return to class until 10 days after the collection of their first positive test specimen. If symptoms develop during those 10 days, the symptom-based approach above should be followed.
- All students who test positive, must be cleared by Campus Health to return to class or campus activities. If a student is seen by their primary health care provider and cleared by their provider, Campus Health will still need to provide the final clearance.

PERSONAL SAFETY PRACTICES

FACE MASKS/CLOTH FACE COVERINGS
Face masks or face coverings must be worn by all on campus when in the presence of others and in public settings where other physical distancing measures are difficult to maintain (e.g., Guerrieri Academic Commons, common work spaces, meeting rooms, classrooms, etc.). See SU’s mask protocols policy for further details. Appropriate use of face masks or coverings is critical in minimizing risks to others near you. You could spread COVID-19 to others even if you do not feel sick. The mask or cloth face covering is not a substitute for physical distancing.

A limited number of masks will be available at screening locations. These masks should only be worn for one day and then laundered if cloth or placed in the trash if disposable.
You may also wear a personal cloth face covering at your discretion, which will help SU reduce the need to purchase additional masks, which are in short supply. Cloth face coverings should only be worn for one day at a time and must be properly laundered before use again. Having a week supply of cloth face coverings can help reduce the need for daily laundering.

Details regarding mask use and care follow.

<table>
<thead>
<tr>
<th>Type</th>
<th>Cloth Face Covering</th>
<th>Disposable Mask</th>
<th>Medical-Grade Surgical Mask</th>
<th>N95 Respirator</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>Homemade or commercially manufactured face coverings that are washable and help contain wearer’s respiratory emissions</td>
<td>Commercially manufactured masks that help contain wearer’s respiratory emissions</td>
<td>FDA-approved masks to protect the wearer from large droplets and splashes; help contain wearer’s respiratory emissions</td>
<td>Provide effective respiratory protection from airborne particles and aerosols; help contain wearer’s respiratory emissions</td>
</tr>
<tr>
<td><strong>Intended Use</strong></td>
<td>Required for campus community use in non-health care settings (office spaces, general work settings, shops, community areas where 6’ physical distancing cannot be consistently maintained. Must be replaced daily. (While likely necessary for ingress and egress, not required when working alone in an office).</td>
<td>These masks are reserved for health care workers and other approved areas with task-specific hazards determined by SU’s Environmental Safety Office.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PHYSICAL DISTANCING**

Keeping space between you and others is one of the best ways to avoid being exposed to the COVID-19 virus and slow its spread. Since people can spread the virus before they know they are sick, it is important to stay away from others when possible, even if you have no symptoms. Physical distancing is important for everyone, especially to help protect people who are at higher risk of getting very sick. Students follow these physical distancing practices:

- Stay at least 6 feet (about 2 arms’ length) from other people at all times
- Do not gather in groups
- Stay out of crowded places and avoid mass gatherings

**HANDWASHING**

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, sneezing or touching your face. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose and mouth, and wash your hands after touching your face.
COUGHING/SNEEZING HYGIENE
If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Then throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

HEALTH & SAFETY GUIDANCE

Use & Care of Face Coverings

Putting on the face covering/disposable mask:
- Wash hands or use hand sanitizer prior to handling the face covering/disposable mask.
- Ensure the face-covering/disposable mask fits over the nose and under the chin.
- Situate the face-covering/disposable mask properly with nose wire snug against the nose (where applicable).
- Tie straps behind the head and neck or loop around the ears.
- Throughout the process: Avoid touching the front of the face covering/disposable mask.

Taking off the face covering/disposable mask:
- Do not touch your eyes, nose or mouth when removing the face covering/disposable mask.
- When taking off the face covering/disposable mask, loop your finger into the strap and pull the strap away from the ear, or untie the straps.
- Wash hands immediately after removing.

Care, storage and laundering:
- Keep face coverings/disposable mask stored in a paper bag when not in use.
- Cloth face coverings may not be used more than one day at a time and must be washed after use. Cloth face coverings should be properly laundered with regular clothing detergent before first use, and after each shift. Cloth face coverings should be replaced immediately if soiled, damaged (e.g. ripped, punctured) or visibly contaminated.
- Disposable masks should not be used for more than one day and should be placed in the trash after your shift or if it is soiled, damaged (e.g., stretched ear loops, torn or punctured material) or visibly contaminated.

Public Transportation
If you must take public transportation, wear a mask before entering the vehicle and avoid touching surfaces with your hands. Upon disembarking, wash your hands or use hand sanitizer with at least 60% alcohol as soon as possible and before removing your mask.
Navigating Campus Buildings

Entry to buildings will be regulated and monitored. **You may not hold or prop open exterior doors for any other person.** You must complete the daily self-screening before being granted access to a building.

Be sure to maintain at least 6 feet distance from others while on campus. Facilities Management is instituting measures to physically separate and increase distance between members of the campus community in public settings, including:

- Visual cues such as floor decals, colored tape or signs to indicate to where you should stand while waiting in line.
- Sneeze guards at reception and transaction stations where person-to-person interactions with more than 6 feet of separation are not possible.
- Designating specific stairways for up or down traffic if building space allows.
- Signage and decals designed by the Publications Office for a unified and consistent message. These signs are located at [www.salisbury.edu/covidsigns](http://www.salisbury.edu/covidsigns).

Masks/face coverings should be used when inside any Salisbury University facility where others are present, including classrooms, faculty/staff offices, reception/receiving areas, walking in narrow hallways where others travel and restrooms.

Using Restrooms

Use of restrooms should be limited based on size to ensure at least 6 feet distance between individuals. Sinks and urinals will be disabled and covered to assist with proper separation. Wash your hands thoroughly prior to leaving to reduce the potential transmission of the virus.

Using Elevators

No more than one person may enter an elevator at a time, so please use the stairs whenever possible. If you are using the elevator, wear your mask or face covering and avoid touching the elevator buttons with your exposed hand/fingers, if possible. Wash your hands or use hand sanitizer with at least 60% alcohol upon departing the elevator.

Meetings

Convening in groups increases the risk of viral transmission. Where feasible, meetings should be held in whole or part using the extensive range of available collaboration tools (e.g. Zoom, WebEx, Microsoft Teams, telephone, etc.).

In-person meetings are limited to the restrictions of local, state and federal orders and should not exceed 50% of a room’s capacity, assuming individuals can still maintain 6 feet of separation for physical distancing requirements. Facilities Management is developing modified floorplans for meeting spaces that maintain physical distancing. Floorplans will be posted in meeting spaces and excess seating will be covered, labeled or removed.

During your time on campus, you are encouraged to communicate with faculty, staff and classmates as needed by email, instant message, telephone or other available technology rather than face-to-face. You can also use a range of available collaboration tools (e.g. Zoom, WebEx, Microsoft Teams, etc.).
CLASSROOM SAFETY PRACTICES

Before entering a classroom, you should use hand sanitizer or wash your hands with soap and water. There should be sanitizer wipes in all classrooms to wipe down the desk or area that you are sitting in. If you are using a shared computer, you should wipe it down before and after use. Most classrooms have been re-designed to limit the number of students and to practice physical distancing.

Many professors will be taking attendance, and you may have an assigned seat. This will help with contact tracing should someone test positive for COVID-19.

ON-CAMPUS HOUSING

If you are immuno-compromised or otherwise have health conditions that place you in higher-risk categories, you will need to make a personal decision as to whether living in University housing offers you the environment needed for your personal health and safety. While every effort will be made to accommodate specific housing requests in this case, it is not possible to guarantee a housing option that does not present risk of exposure to COVID-19.

Housing and Residence Life Guidelines

HEALTH AND SAFETY
All members of the Salisbury University housing community, including residents, staff and visitors, are expected to act in a manner that demonstrates respect and consideration for those around them, including for the health and safety of all community members. Residence hall students are prohibited from creating a health or safety hazard within University housing. The University may request or require a resident to leave University housing if their continued presence poses a health or safety risk for residence community members. All students living in University housing are required to comply with health and safety laws, orders, ordinances, regulations, and health and safety guidance adopted by the University or the Office of Housing and Residence Life, especially as it relates to public health crises, including COVID-19.

As a student living in University housing, you are subject to all safety measures required by the University, which include, but are not limited to, physical distancing, limitations on mass gatherings, wearing a face covering, COVID-19 diagnostic and surveillance testing (including before or upon arrival to campus), contact tracing, disinfection protocols, limitations on guests into residence halls, and quarantine / isolation requirements (including before or upon arrival to campus).

Adherence to University health and safety requirements applies to all residents, staff and visitors and extends to all aspects of residential life, including bedrooms, bathrooms, community kitchens, lounges, multi-purpose rooms, courtyards and other common spaces.

QUARANTINE/ISOLATION/SEPARATION
At any time, the University may request or require you to leave University housing when your continued presence poses a health or safety risk for community members. You are required to comply with requests from the Office of Housing and Residence Life to leave your assigned room due to COVID-19 or other public health emergency. Failure to do so is a violation of the 2020-2021 On-Campus Housing and Dining Agreement and its Addendum and may subject you to emergency removal from your assigned room. Removal from University housing to isolate or quarantine does not constitute a termination or cancellation of your housing agreement.
DE-DENSIFYING EFFORTS
Students living in University housing are required to comply with any de-densifying efforts needed due to COVID-19 or other public health emergencies, including, but not limited to, the relocation of all or some residence hall students to alternative housing. **Relocation does not constitute a termination or cancellation of your housing agreement.**

CLEANING
The University has modified its cleaning and sanitizing protocols to address COVID-19 in the interest of minimizing the spread of disease. The Office of Housing and Residence Life will educate and inform you on appropriate cleaning protocols within your assigned spaces to reduce the spread of COVID-19. Sea Gull Square apartment bathrooms are the responsibility of the residents.

TERMINATION
Upon reasonable notice, the University reserves the right to terminate your 2020-2021 Dining and Housing Agreement due to public health emergency needs, including COVID-19.

Move-In
- **FACE COVERINGS MUST BE WORN AT ALL TIMES DURING MOVE-IN.** You may remove your mask once in the room. No one will be permitted in buildings without a wearing a mask.
- **Screening/Testing for Move-In:** PLEASE DO NOT GO DIRECTLY TO YOUR RESIDENCE HALL. All students, family members and move-in helpers must complete a health screening prior to arrival to your building. Upon arrival to campus you will receive information on where to proceed for pre-move-in screening. Please look for appropriate signs. Students should have a copy of their negative COVID-19 test available for medical staff, temperatures will be taken of all students/helpers and screening questions will be asked. Visitors will receive a visitors’ screening sticker they will need to wear during the move in process. Students will receive a colored wrist band, which must be worn throughout the week of check-in. Students and move-in helpers will not be permitted in their hall without the visitor sticker or wristband.
  - **CRITICAL:** You must arrive at the screening parking lot 30 minutes prior to your scheduled time for check-in.
  - **Do not come to campus if you have:**
    - Tested positive for COVID-19 in the last 10 days.
    - Been within 6 feet of someone for 15 minutes who has suspected or confirmed COVID-19.
    - Cough, fever or chills; shortness of breath; sore throat; headache; loss of taste or smell; diarrhea; congestion or runny nose; nausea or vomiting.
  - **Do not bring move-in helpers with any of the above.**
- **Move-in will occur over several days to provide appropriate spacing in the buildings to follow physical distancing guidelines.** Students will receive a specific date and time for move-in. Housing and Residence Life ask that families be accommodating and understanding with respect to the process, as the timeline has been established to provide a safer move-in experience. Please pay close attention to your email for your time and date. You will be expected to arrive on campus at your building at the beginning of your designated move-in time period.
- **Please do not arrive outside of your scheduled arrival time.** This includes coordinating with your roommate. **Students arriving outside of their assigned times will be asked to wait for their assigned move-in time.**
We are making every effort to be as contactless as possible during the move-in process. To accomplish this, there are some documents you will need to print out, sign and bring with you when you move in. There will be areas at check-in to deposit the signed documents.

Your student ID (GullCard) will be available in your building. Students who have not submitted a picture outlined in the ID-making process will receive a temporary card and must have a permanent ID made at the Gull Card Office at the bookstore in the Commons by the end of the following business day. Students must then immediately return the temporary card to their building director. PLEASE FOLLOW THE ID PROCESS BY SENDING YOUR PHOTO BEFORE THE START OF THE SEMESTER IF YOU HAVE NOT DONE SO.

Two family members or move-in helpers will be permitted to assist, but Housing and Residence Life asks that only one person at a time be in the building with their student to assist with move-in. Both helpers may proceed to the student room once belongings are completely emptied from the vehicle for special goodbye moments. Families will be asked to leave campus once their student has moved in so we can begin the next designated move-in time period.

We are making every effort to design a building flow system that limits congestion in the stairwells, hallways and elevators. There will be a well-designated traffic flow throughout each building, with stairwells designated as “up” and “down.” Similar to the flow of many grocery stores, pedestrian traffic on individual floors will be “one way” during move-in and continue throughout the academic year. We encourage all families to use the stairs during move-in. We especially recommend students assigned to live on the second and third floors in Chester, Choptank and Severn halls to use the stairs and not the elevator other than for extremely heavy items such as a minifridge.

Double Room Setup: Please do not rearrange the furniture. We have modeled different setups, and the existing layout when you arrive meets Centers for Disease Control and Prevention (CDC) recommendations for sleeping with the appropriate distance. We also recommend arranging pillows and covers so that students sleep head-to-toe when beds are parallel or perpendicular to one another.

COVID-Related Items Packing List

A week’s supply of cloth masks.

Students are required to wear a mask as they enter the building. They may remove the mask once they are in their room. Students also are required to wear a mask as they leave their room to do laundry, socialize in the lounge, use the classroom study space or move from one room to another. Masks should be washed regularly with laundry.

Students also should bring a packet of surgical-type masks in the event their cloth masks are soiled or unavailable.

Cleaning supplies: Housekeeping will clean bathrooms on a schedule, but Housing and Residence Life asks that students bring additional cleaning supplies to spray and wipe surfaces as needed.

Hand sanitizer: Hand sanitizer dispensers are located throughout all residence halls, but Housing and Residence Life asks all students to have a small bottle on their person and larger bottles in their rooms for use in refilling the smaller bottles.

Please see Campus Housing and Residence Life’s website for additional suggested packing items: www.salisbury.edu/what-to-bring
Life in the Residence Halls

SU Housing and Residence Life staff will make every effort to develop community, assist new students with their transition and support upper-class students progressing through their residential experience. However, operating a community development program under physical distancing, de-densifying and mask guidelines create some unique challenges. We can succeed with the help of all of our residential students following all policies within the halls and on campus. The following are a list of what all student can expect for the coming year.

- Residents are expected to abide by University guidelines for physical distancing, face covering, etc. Violations of the Salisbury Housing Addendum or the University’s COVID-19 emergency health and safety rules, policies, and expectations are taken seriously and may result in removal of the student from on-campus housing.
- **MASKS MUST BE WORN AT ALL TIMES WITHIN THE RESIDENCE HALLS** (except withing student’s room): Students, residential or guest, must wear a face covering whenever exiting their individual room, including use of the bathroom facilities. Students may remove face covering to shower, wash their face or brush teeth.
- Bathroom Sink Use: Students in buildings having two sinks within their bathroom facility are limited to a one person at the sink area at a time. Wipe the counter and handles before and after use.
- Some common spaces in residence halls may be closed or adapted to maintain student safety. The University reserves the right to close all common spaces if campus conditions warrant or if students are not abiding by set health and safety distancing regulations.
- Residents are permitted to have other residential SU students as guests as long as they adhere to the policies related to face coverings and physical distancing.
- Following the move-in process, visiting guests that do not live on-campus are not permitted within the residence halls. Residents need to meet their visitors outside their buildings. This includes family members and student who live off-campus.
- SU Housekeeping staff clean and sanitize common areas (laundry rooms, lounges, front desks, common bathrooms and bathrooms in all first-year student living spaces).
  - **Students living in Sea Gull Square and Global Village** are responsible for cleaning their bathrooms and kitchens.
- Residents are responsible for cleaning and disinfecting their bedrooms, bathrooms (to supplement SU staff cleaning schedule), living rooms and kitchens (if applicable).
- Residents who test positive for COVID-19 are required to return home until they are cleared to return to campus by SU Campus Health. There is limited isolation space on campus for students who are unable to return home for their isolation period. Decisions for isolation on campus are evaluated on a case-by-case basis.
- Residents are highly encouraged to limit travel outside the immediate area and should consider self-isolating in their room if they do travel.
- Daily Screening Process: Every member of the campus community, including residential students are required to complete the online/app screening process every morning. Residential students failing to do so will be in violation of the student Code of Community Standards and may be asked to leave the campus and return home for threatening the health and safety of their residential community.
- Elevator Use: Students are asked to limit the use of the elevators within their buildings. Please take the stairs whenever possible, especially the lower floors within the high-rise buildings.

Please understand that this list is not all-encompassing and additional guidelines and policies may be implemented as the University deems necessary.
COMMUTING STUDENTS

Living off campus and commuting to campus during a pandemic presents new challenges. The safety and well-being of all of our students are paramount. Please be reminded that you must wear face mask both on and off-campus. You may refer to the Health & Safety Guidance section and the Use & Care of Face Coverings in this guide for more specifics. Students are required to have COVID-19 testing and to have a negative test result on file with SU by Friday, August 28, to maintain access to SU facilities. Tests should be taken no earlier than 14 days prior to coming to campus through your primary care provider or in your home counties, if possible. Below is a quick checklist of requirements before coming to campus:

- SU COVID-19 Daily Screening - Those without access to a mobile device, the internet or a thermometer, may be screened in person at these locations:
  - Monday-Friday, 8 a.m.-4:30 p.m.:
    - Holloway Hall main entrance
    - Guerrieri Student Union Information Desk (Beginning August 24)
  - All other times – SU Police Department, East Campus Complex, Power Street (walk-up, ring buzzer at door)

- You are expected to display your SU Gull Card on a lanyard, or other means, at all times while on campus in public spaces and before entering campus buildings.
- Visitation is not permitted in on-campus residence halls.

As a member of the SU community, please be reminded to use all of the resources available to you, as needed, including Student Health Services, Counseling Center and Disability Support Services. You are expected to continue to uphold the standards that come with the designation of SU students at all times and comply with the local ordinances and state and federal guidelines, which also include guidelines on physical distancing and the size of gatherings. Please inquire with your landlord and property owners to be informed about any guidelines or restrictions they may have. The University will review and adjust these guidelines as the pandemic continues to evolve; visit the Informed Students & Families page of the SU website – www.salisbury.edu/news/informedstudents – for more information. More information is also available here: www.salisbury.edu/commuterconnections.

DINING ON CAMPUS

Before and after eating, you should wash your hands thoroughly to reduce the potential transmission of the virus.

If dining on campus, you must wear your mask or face covering until you are ready to eat and then replace it afterward. Eating establishments must meet requirements to allow at least 6 feet of distance between each customer, including lines and seating arrangements. Individuals should not sit directly facing one another. Students can take meals from retail dining venues to eat where they would like. While seating in the Commons is limited to accomplish distancing, a take-out program will be implemented for the Fall semester, enabling students to take their meals out of the dining hall, selecting from the full menu offered. A new text message platform is in-place to alert students of high and low density times in the Dining Hall.

For the latest Dining Services COVID-19-related information: www.salisbury.edu/mealplans
Dining Services Safety Protocols

Salisbury University Dining Services is committed to providing a positive dining experience. To ensure that the highest level of care is met, our current safety protocols include:

- Cleaning high-touch areas more frequently to protect our customers and staff.
- Providing more hand sanitizer (foot-pedal operated) to supplement handwashing.
- Providing touchless swipe-in entry to the Commons dining hall.
- Reducing Commons seating, designating smaller rooms for students who prefer to sit by themselves and adjusting line queuing to better allow for physical distancing.
- Implementing advance ordering and payment technology for retail locations and made-to-order stations at the Commons.
- Installing wellness shields at all campus cash handling stations.
- Reducing the risk of cross-contamination in the Commons by limiting self-service and providing more pre-portioned items.
- Providing new flatware dispensers at dining room entrances (conventional, re-usable silverware is available upon request)
- Broadening retail menu options, including grab-and-go and full meal options.
- Partnering with GrubHub to provide remote ordering and payment options for pick-up at Chick-fil-A, Hungry Minds, the new Perdue Hall pizza shop, Cool Beans and Chesapeake Bay Roasting Company.
- Installing a new pick-up window in the Gulls Nest dining room for Chick-fil-A to enable quick pick-up of orders while easing congestion in a new directional flow.

New and Favorite Food Options

Though some of the service methods in SU’s Commons dining hall are changing temporarily this fall, the variety of food offered for students campus-wide is expanding. Much of the Commons has been converted to cafeteria-style (served), rather than buffet-style (self-serve). Menus still include popular features such as chef-carved meats, chicken breast at lunch and dinner, wings, and student favorites. Food for special diets and preferences, including vegan and gluten-friendly options, also are available at all times.

In addition, SU has increased its retail dining options this fall, including a new pizza takeout location in Perdue Hall. University Dining Services is partnering with Grub Hub to offer call-ahead orders for pickup at Chick-fil-A, Hungry Minds, Cool Beans, and other coffee and satellite locations to help reduce crowds and speed service.

WHAT’S NEW IN THE COMMONS

- Plato’s Plate in the Marketplace features vegetarian and vegan favorites.
- An enhanced pizza station has new, state-of-the-art ovens and additional menu options.
- The Roastery station is relocated and still features all of your Bistro and Roastery favorites.
- A remodeled deli station features all the old favorites with a made-to-order salad station.
- Full-service stations of previous self-service options include toasted bagels, pizza, burgers, fries, ice cream and more.
- The relocated salad bar features pre-made wrapped salads and wrapped desserts.
- Self-order kiosks in the Commons Rotunda are in place for made-to-order eggs/omelets, deli sandwiches and stir-fry dishes. Digital displays and text messaging will alert you when your meal is ready without having to wait in serving areas.
SU LIBRARIES / GUERRIERI ACADEMIC COMMONS

The SU Libraries, including the Curriculum Resource Center, are open for studying; using collections and computers; borrowing books, DVDs and some technology (including iPads and laptops); picking up items ordered from other libraries; and printing. The MakerLab and the Nabb Center are open but require appointments. Course reserves, including the textbook collection, are available online rather than in hard copy. SU Libraries offering a contactless pickup service for books for people who do not want to come into the library. They also will scan articles and book chapters from their collections for distance students. Group study rooms are available, but they have reduced occupancy and should be wiped down before and after your use. Research assistance from librarians is available via Zoom, chat and email. SU Libraries is not accepting any cash payments, such as for color or 3D printing, and all charges will be put on student accounts for online payment.

Find out more at www.salisbury.edu/libraries.

STUDENT ACTIVITIES & REGISTERED STUDENT ORGANIZATIONS

As always, the health, safety and well-being of the campus community are our top priorities, and it should be yours as well. We’re here to learn and have fun, but safety comes first! There are specific expectations for student behavior outside of the classroom when participating in student events, programs and activities. These expectations include, but are not limited to, event registration processes, contactless event check-in, physical distancing, sanitizer stations, masks and face coverings, sanitizing, specific event signage/directions, and regulations related to food and drinks. Students will be denied access to University-sponsored events if they do not comply with the University’s and the sponsoring organization’s requirements for public health and safety.

As a Registered Student Organization leader, it will be important for you to familiarize yourself with the information provided here. The University will review and adjust these guidelines as the pandemic continues to evolve; visit the Informed Students & Families page of the SU website.
Student Organization Re-Registration & Updated Requirements

The Center for Student Involvement and Leadership (CSIL) recognizes the importance of engagement opportunities for students and organizers hope that all our Registered Student Organizations (RSOs) will be active during the fall 2020 semester. CSIL also recognizes that the pandemic may alter plans for the fall. If your RSO would like to “pause” for the fall, it is understandable.

Your organization may choose to “pause” because many of your members are not coming to campus or because you cannot operate efficiently given the new guidelines and requirements. Either way, CSIL wants to give all RSOs the opportunity to “pause” for the fall. If your organization would like to “pause” with no penalty for their tier recognition, please complete the FALL 2020 RSO “PAUSE” REQUEST FORM by August 31. Please talk with your membership and advisor before completing the request form. **Most importantly, please note that if you choose to “pause” for the fall you are making the decision for the entire semester (you cannot change your mind), and you will not be able to make any room reservations or spend any money from your RSO account (you will be able to make deposits, if necessary).**

For RSOs who plan to remain active, RSO Re-registration is currently open and available on Involved@SU. Additionally, the “Earning Your Wings” tier system requirements will be suspended for all active RSOs for the fall 2020 semester. Instead, all active RSOs will be required to complete the following throughout the fall 2020 semester to remain active and in good standing:

- Re-register organization on Involved@SU
- Have advisor complete re/commitment form
- Attend Mandatory President’s Meeting (1:1) with CSIL staff (will be held virtually)
- Assign an SGA Representative/Attend all SGA Forums (will be held virtually)
- Budget Manager/Treasurer must attend the Funding 101 workshop with Appropriations Board (will be held virtually)

Virtual Meetings & Events

Please note that all RSO meetings (executive board/general/small/large) must take place virtually using a platform like Zoom. No requests for in-person meetings (inside/outside/in event spaces/in classrooms) will be approved.

At this time, virtual events remain the safest way for student engagement opportunities. CSIL requires all RSOs to utilize virtual platforms (ex. Zoom) to host all meetings and other programming for students. Please note that all virtual events will still need to go through the regular event process, which includes adding your event to Involved@SU, meeting with your CSIL Point of Contact, etc.

To utilize Zoom, navigate to Salisbury’s Zoom page to join, host or sign into your account. See the IT Support Center for support and helpful articles. Zoom also offers a great array of support for the platform, which you can find on their site.

For local Zoom support, please contact the Salisbury University Help Desk at 410-677-5454 or by submitting a ticket on the Technology Support Center.
Safe In-Person Event Guidelines

All in-person events must adhere to the guidelines as outlined by the University and must go through the event approval process, which includes securing a space through Facilities Reservations, meeting with your CSIL Point of Contact, adding your event to Involved@SU, utilizing event registration, tracking attendance, and adhering to physical distancing, sanitizing, masks and face coverings, and all other University guidelines for events. See more specific guidelines for safe in-person events that follow.

EVENT CAPACITY
The maximum number of participants at any given event will be determined through the reservations process by a combination of:

- University guidelines
- Laws, ordinances and recommendations by government and public health officials
- The size of the space/room/venue allowing for physical distancing
- The ability of participants to comply with University guidance related to physical distancing

Any event request with an anticipated attendance above the COVID-19 capacity or an event that has potential for outside vendors, speakers, etc. needs approval from the Dean of Students. Please note that CSIL will help navigate this approval process. Additionally, CSIL and/or facility managers may impose additional attendance limits on individual events based on the nature of the activity. CSIL also has the authority to deny any event requests that will not be able to meet the guidelines for safe events.

ATTENDANCE TRACKING REQUIREMENTS
All APPROVED, in-person RSO events are required to implement a pre-registration process for their events. All events for students to pre-register for can be found on the SU online ticket office site. CSIL Point of Contacts can help create the event on the system. Attendance is limited to capacities of the spaces that your event has been approved for. The system emails a student a ticket to be scanned at the entrance of the event. RSOs should reserve scanners from CSIL to scan the tickets for their event. RSO leaders are responsible for making sure attendance capacities are not exceeded. If at the event, the pre-registration is not full, students can reserve a spot online at the door and then be scanned. RSO leaders may not admit any student to their event without scanning their ticket.

If your event is hybrid, both in-person and virtual, you may be streaming the event. Please note live streaming of events must be discussed ahead of time with your Point of Contact and equipment will need to be reserved. If your event is hybrid, you do not need to include virtual attendees in your capacities.
IN-PERSON EVENT SAFETY PROTOCOLS

- **Event Pre-Registration**
  - All approved in-person events must use the event pre-registration process to have students reserve space at an event, so as not to exceed COVID capacities. CSIL Point of Contacts can help with this process.

- **Contactless Event Check-In**
  - RSOs should reserve scanners from CSIL to track attendance at the doors. All students are required to have a ticket to enter the event.

- **Physical Distancing**
  - Events should be developed that minimize movement and promote physical distancing. SU is using COVID capacities to limit the number of attendees.

- **Sanitizer Stations**
  - Sanitizer stations will be placed throughout all events.

- **Masks and Face Coverings**
  - Event attendees are required to wear a mask or face covering while attending a Salisbury University event – either indoors or outdoors, as physical distancing cannot be guaranteed throughout an entire event.

- **Sanitizing**
  - Approved sanitizer will be used to spray down areas of our events before, during and after all events. RSOs may be asked to help with this process to ensure spaces are as clean as possible.

- **Additional Event-Specific Guidelines**
  - Be sure to read any signage at an event, as additional guidelines may be used for specific events, including temperature checks.

- **Food and Drinks**
  - All food and drinks will be individually packaged/sealed for attendees at events. Please be aware that food and drink guidelines for indoor events may be stricter based on the facility for which the event has been approved.

**COMMUNICATION WITH ATTENDEES**

Prior to the event, it is the RSO leaders’ responsibility to communicate University guidelines to all attendees who are pre-registered for the event. The communication should include all Event Safety Protocols listed here, as well as event-specific information that attendees may need.

During the event, it is the event host’s responsibility to ensure all attendees are following the University’s guidelines.

**EXTERNAL GUESTS**

Guests are not permitted at Registered Student Organization events until further notice. Guests are defined as any persons who are not a current Salisbury University student, faculty member or staff member. Outside performers/speakers/vendors who are properly contracted are permitted (see “Outside Performers/Speakers/Vendors” below).

**OUTSIDE PERFORMERS/SPEAKERS/VENDORS**

Only approved and properly contracted Salisbury University vendors are permitted to provide services on campus. RSOs are responsible for ensuring that proper contracting and purchasing procedures are followed. CSIL Point of Contacts can help with this process.

Any outside performers/speakers/vendors coming to campus to support a student event must agree to comply with all University guidelines, which should be outlined in their contract.
Performer/Speaker/Vendor Requirements

- ANY outside performers/speakers/vendors invited to campus must go through the University’s screening process. Visitors, including those on campus for official business, must check in at the following locations to be screened and receive a visitor pass.
  - Monday-Friday, 8 a.m.-4:30 p.m.:
    - Holloway Hall main entrance
    - Guerrieri Student Union Information Desk (Beginning August 24)
  - All other times – SU Police Department, East Campus Complex, Power Street (walk-up, ring buzzer at door)
- Anyone who has come in close contact with other individuals who have exhibited symptoms of COVID-19 in the last 14 days and those who are exhibiting symptoms of COVID-19 themselves should stay home.
- All individuals must bring their own face covering. Face coverings are required at events both indoors and outdoors.
- Individuals must maintain appropriate physical distancing (6 feet) at all times while on campus.
- Food service vendors must:
  - Provide individually served, wrapped and packaged food instead of buffets or platters.
  - Serve canned or bottled beverages instead of open pitchers or shared punch bowls.
  - Sanitize the food and beverage areas before and during the event.
  - Eliminate the sharing of commonly passed items such as serving utensils.
- Performers/speakers/vendors must notify the Center for Student Involvement and Leadership (410-543-6125 or studentactivities@salisbury.edu) if they exhibit symptoms or test positive for COVID-19 within seven days following their visit to campus.

FOOD & DRINK

Events with food must provide individually served, wrapped and packaged food instead of buffets or platters to reduce potential contact.

Similarly, individually canned or bottled beverages must be provided in lieu of open pitchers or shared punch bowls. Vendors must sanitize the food and beverage areas before and during the event, and hosts must eliminate the sharing of commonly passed items at events such as serving utensils. Physical distancing must be maintained while eating and drinking.

RSOs can contact Salisbury University Catering to secure proper food and drink options. If providing their own food and drink, it must follow all guidelines.

Please Note: RSOs will not be permitted to have any consumable items for sale (e.g., bake sales, potlucks, etc.) until further notice.

Club Sports

In accordance with the suspension of CAC/NJAC-sponsored varsity sports in the fall and the suspension of SU Athletics-run club sports, CSIL-run club sports are suspended during the fall semester. Practice opportunities will be considered assuming they meet both SU and local guidelines. To be considered, club sports leaders need to be granted specific permission for space by CSIL.
Registered Student Organization Travel

Given the unpredictable nature of COVID-19 spread and the inherent risks associated with traveling, **Registered Student Organization travel is not be permitted during the fall 2020 semester.** This includes all RSO trips, conferences and competitions, regardless of how the travel is being funded. Personal student travel also is discouraged in order to decrease the spread of COVID-19. Self-quarantine is recommended if a student travels somewhere with a higher level of COVID-19.

Dance, Exercise & Singing RSOs

Given the risk associated with the spread of COVID-19 in dance, exercise and singing, these specific types of RSOs are not allowed to have in-person gatherings and are not able to reserve space on campus. CSIL will support the function of these groups virtually.

MENTAL AND EMOTIONAL WELLBEING

Counseling Center

The Counseling Center hours of operation for in-person and virtual services for the fall 2020 semester are Monday-Friday, 8 a.m.-4:30 p.m. All visitors are required to call or email the center prior to visiting. Assistance will be provided virtually or via phone. Individuals experiencing mental health crisis after business hours are encouraged to call the SU Fonemed: Student Counseling Center at 833-631-1066. Fonemed is a service available 24/7 provided by the University and will report information discussed back to the Counseling Center. You can also visit the Counseling Center’s website for other crisis resources or call the SU Police Department.

All persons entering the Counseling Center are required to wear a face covering/mask that covers their nose and mouth prior to entry. Individuals may be denied access for failure to comply with this requirement. Individuals without appointments are not allowed in the Counseling Center waiting area. All individuals in the waiting area are required to comply with established 6 feet physical and physical distancing.

Clinical Services

The Counseling Center is not offering walk-in services during the fall semester. Because of COVID-19 Telehealth is the preferred mode of providing clinical services. Exceptions will be made for students who are in crisis and need in-person intervention. However, these students or staff and faculty who plan to walk them to the Center are required to call prior to arrival. A “Zoom Room” will be designated for initial intervention for students in crisis to speak to a clinician before a decision is made to move to an in-person intervention. Intakes and individual therapy will be conducted virtually. Students are encouraged to ensure that they are in a private space prior to beginning sessions. Interpersonal group therapy is not offered during the fall semester.

Non-Clinical Services

All non-clinical mental health services are provided virtually. This includes the following:

- Support group meetings - Sister Circle (a support group for women of color), Brothers’ Keepers (a support group for men of color) and Crossing Borders (a support group for international students).
- Mindfulness and meditation groups are offered to students and are facilitated for six consecutive weeks. Groups are offered on different days of the week. Workshops and other outreach activities, as well as consultations for faculty and staff, are conducted virtually.
Self-help resources such as handouts and app are available for download on the Counseling Center website. For inquiries and to schedule appointments call 410-543-6070 or email counseling@salisbury.edu.

**REPORTING CONCERNS**

Ensuring the health and safety of all campus community members is everyone’s responsibility. If you have concerns about your safety on campus, we encourage you to discuss those concerns with:

- Environmental Safety at EnvrSafety@salisbury.edu
- Associate Vice President for Student Affairs at StudentAffairs@salisbury.edu
- Salisbury University Police Department at 410-543-6222
- Your assigned Resident Advisor, Area Director, Residence Hall Director

Students, faculty and staff may report non-compliance on SU’s face mask policy, physical distance guidelines and other COVID-related requirements through the coronavirus webpage.

**COVID INFORMATION LINE**

During University business hours, 8 a.m.-4:30 p.m., Monday-Friday, the University supports a COVID information line to answer questions and connect you with resources at 410-543-6011 and covidquestions@salisbury.edu.

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**Thank you!**

Please continue to follow all appropriate safety guidelines. We thank you for doing your part in keeping the SU Flock and our larger campus community healthy and safe.

Together, we will reduce the spread of the virus and make sure our SU community is safe AND healthy.
COMMUNITY HEALTH & SAFETY RESPONSIBILITY

Salisbury University is concerned for the health and safety of the entire University community. The nature of the COVID-19 disease is such that actions taken by you affect not only your well-being but the well-being of every person with whom you interact and share the campus. To promote the health and safety of our shared community, we are providing the following important guidance from the Centers for Disease Control and Prevention (CDC) and request that you abide by these best practices. Our knowledge and understanding of the COVID-19 virus continue to evolve, and guidance will be updated as appropriate as additional information becomes available. Consequently, the University may modify these expectations at any time and will provide notice in the event such modifications are made. Every effort to keep yourself apprised of changes to the expectations, and to abide by them, is required.

Student Community Health & Safety Pledge

I will monitor my health daily and take reasonable precautions to minimize my exposure to COVID-19 infection. In addition to monitoring other symptoms of possible illness or COVID-19 infection (e.g., cough, sore throat, fever, chills, muscle pain, loss of taste or smell, and/or shortness of breath), I will take my temperature every day to determine whether I have a fever. I understand that this self-assessment is required every day that I am on campus, regardless of whether I am sick or well.

I will notify Campus Health immediately if:

- I have been exposed and/or have reason to believe I have been exposed to COVID-19;
- I have a temperature of 100.4 degrees Fahrenheit or greater;
- I am exhibiting other symptoms consistent with COVID-19 infection (e.g., cough, sore throat, fever, chills, muscle pain, loss of sense of smell or taste, and/or shortness of breath) not related to another long-term health condition; or
- I have been advised by state/local health officials or a health care professional to quarantine due to actual or possible COVID-19 infection or exposure.

I acknowledge and agree that the University may request that I get tested for COVID-19 if I experience symptoms of COVID-19 or have been in close contact with an individual who has tested positive for COVID-19.

If I am diagnosed with COVID-19, I will cooperate with the University and state and local health officials to provide necessary information about the individuals with whom I had close contact during the two-day period prior to experiencing symptoms.

I acknowledge that, while on campus, I am required to:

- practice good personal hygiene (e.g., wash hands frequently with soap and water or, if soap is unavailable, with hand sanitizer with at least 60% alcohol);
- routinely clean and sanitize any shared workspaces and/or equipment;
- wear a face covering, consistent with University directives and CDC guidance and subject to reasonable accommodation under state and federal law;
- practice physical distancing at all times and follow posted health and safety signage/protocols; and
- adhere to guidelines and recommendations from the CDC, as well as federal, state and local government authorities, to protect my health and the health of the University community.

I have read, understand and will adhere to the University’s health and safety measures, and I understand that my access to campus may be conditioned on and progressive discipline may be applied based on my adherence to them.