



Returning to a Healthy Environment

"All That Can Be Imagined..."

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Points of Reference

Beginning with the initial guidance from the Center for Disease Control (CDC), and the South Carolina Department of Health and Environmental Control (DHEC) as well as subsequent and emerging recommendations, University personnel voraciously consumed the best available information to guide planning for the return of students, staff, and faculty during the omnipresent COVID-19 pandemic. A broad cross-section of the Institution’s constituencies participated in the process of analyzing, imagining, and projecting what could be done and should be done to minimize risks and maximize the well-being of persons who work and study at Allen University. From this process, a standing Environmental COVID-19 Committee was empaneled and will continue to update and make recommendations as circumstances warrant and guidance from CDC and DHEC continues to evolve.



Ernest McNealey, Ph.D.

Promoting a Healthy Collegiate Environment

Grappling with difficult, complex challenges is a core facet of higher education; selecting the better option from less than optimal choices is normative. The current pandemic tears at the essential communal and collaborative nature of education and provides no real options to contemplate. In a manner of speaking, the pandemic turns Auguste Rodin's realistic sculpture the "Thinker" into Edvard Munch's popular expressionist painting the "Scream." That notwithstanding, the quest for the most reliable and objective information to inform tenuous decisions about how to return to work and study was undertaken by a 32-person leadership team, subdivided into four working groups. Monitoring the real-time flow of information from authoritative sources and scanning the higher education landscape for emerging practices were part and parcel of the planning that led to this document, and, the actions the University will take. The collective and individual work that produced the guidelines for the path forward is noted with deep appreciation.

Sincerely,

A handwritten signature in blue ink that reads "Ernest McNealey". The signature is fluid and cursive.

Ernest McNealey, Ph.D.
President and CEO

A Mitigation Map

June 1, 2020, marked the onset of masks being required for all modes of in-person interactions beyond one's workspace. Daily temperature checks and weekly health surveys began at that point and will be universally required for students, faculty, and staff in the Fall. At the beginning of the semester, students, faculty, and staff will be provided washable cloth face masks, disposable masks as needed, and safety gloves when requested. Hand sanitizing stands have been strategically placed throughout the campus. In addition to the heightened cleaning and disinfecting activities by Operations staff, discrete campus units will be furnished sanitizing supplies (FDA-approved) for high-touch areas, such as doorknobs, push-bars, and counter-tops.

Social distancing will continue to be standard practice as students return to campus. The nature and number of events, as well as the number of participants, will be determined based on the ability to afford reasonable social distance. Access to the campus will be limited and controlled by University police and other staff members. With the exception of service vendors; impromptu visitations to the campus will be discouraged, and should circumstances warrant, invited persons will need prior approval before arriving. All visitors will be required to wear masks throughout their stay and have their temperatures checked as they arrive.

COVID-19 Testing

The University has engaged a leading public health services firm to perform COVID-19 testing for students, faculty, and staff. The results of the highly complex procedures are contracted to be returned within 24 to 48 hours. Initially, student-athletes, student-musicians, and members of spirit groups, along with staff members who work with them, will be tested the week prior to arriving on campus in the Fall. Testing for the remainder of the Institution's population will be conducted at points when symptoms would indicate a need to do so.

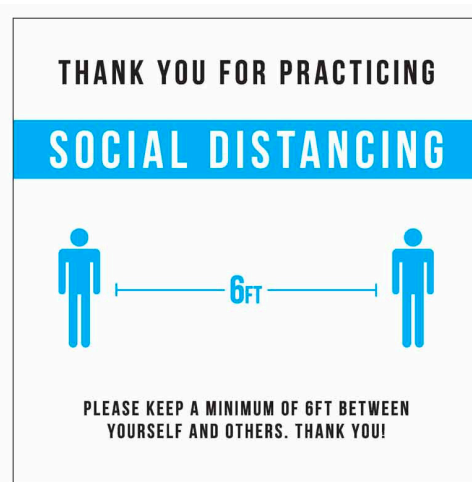
Automatic Body Temperature Scanners

Automatic temperature scanner kiosks with facial recognition are being installed in high traffic areas such as the cafeteria, residence halls, library, and the athletic weight room. These devices utilize advanced detection technology to scan body temperatures in one and a half seconds. Anyone who registers with a high temperature will be identified immediately, and appropriate measures will be taken.

NOTE: Keep an eye out for a temperature of 100.5 F or higher.

Contact Tracing

The University has engaged a biosecurity company to provide screening and contact tracing technology to help mitigate the spread of the virus. Biosecurity practices enable the preparation of dashboards to monitor and notify and move rapidly to isolate or quarantine as the circumstances warrant. The multiple tools this technology brings are daily symptom screening, individualized vulnerability assessment, contact tracing, and social distancing alarms.



Student Insurance

Students will have University-provided tele-medicine insurance with a drug prescription program. In addition to normal health issues, students will be able present symptoms to separate the need for simple monitoring from the need for seeking further medical assistance. The service will be available 24 hours per day, and the most frequently prescribed drugs are covered at no cost.

Travel / Transportation

A moratorium has been placed on normative travel. Institutional approval will be required for group travel and, in addition to necessity, certain safety standards will need to be met. In the event of group travel, the driver and passengers must wear masks at all times; reasonable social distancing seating must be mandated; and persons with colds or cold-like symptoms must be prohibited from being a member of the travel party. Vehicles, whether university-owned or leased, must be cleaned and sanitized before each use.

A Thoughtful Academic Environment

To provide a high-quality Yellow Jacket experience for every student while prioritizing their health and their academic success, the University re-imagined how to structure and deliver academic programs during the pandemic. Rather than the traditional semester that meanders from early August through the second week in December, classes will begin August 17, and the semester will end on November 25. During that timeframe, no holidays will be celebrated, classes will extend into the evenings, and occasionally meet on Saturdays. Students and faculty will be able to avoid the hubbub of activities and people as November devolves the country into the height of the cold and flu season.

The master class schedule and use of classroom spaces have been revised to allow for physical distancing. A space utilization survey was conducted to establish the number of students that could be allowed in each classroom space. This effort resulted in reducing the University's student-classroom-capacity by approximately 50% to allow for social distancing. Rather than the traditional disciplinary approach, the location of all classes will be in classrooms that have been designated as acceptable to accommodate the number of students typically enrolled in a manner that affords reasonable social distancing. Classes with large enrollments have been assigned to lecture-type spaces, and when necessary will be converted to hybrid courses, a mix of on-campus and online instruction.

Some courses in the major subject areas have been converted to hybrid classes wherein groups of students will alternate between class meetings and online work. The schedule has been arranged to have two different one-hour sessions for breakfast, lunch and dinner. Grab-and-Go meals will also be made available to students.



Note: Students and faculty will be required to wear masks for all face-to-face instruction and interactions.

[Allen Online](#)

Separate from the master schedule, a bank of online classes will be available. Regularly enrolled students will not be allowed to register for any of those courses. A student with underlying health of other unavoidable conditions may be able to identify a sufficient number of courses to enroll in full-time status.

[Residence Halls and Living Spaces](#)

Residence halls have been sanitized and painted with a cutting-edge anti-microbial paint. Hallway water foundations have been removed from each floor. A camera system that can assist in contact tracing has been installed that covers all facets of the facilities except inside individual suites.

In addition to the Williams Residence Halls, and Richard Allen Apartments on campus, the University has entered into a long-term agreement with an off-campus student housing vendor. The off-campus housing was updated and refurbished over the past several months, and Allen's students will be the first to occupy the units leased by the University. Students who participate in cohort

related activities - athletics and music - will be housed in the traditional four person suites, while others will reside in single rooms in suite arrangements. Students with special needs or special preferences should contact the Office of Residence Life prior to reporting for the Fall term.

Students will be allowed to have refrigerators and microwaves designed for residence halls (size and wattage) in their rooms to afford more independence in storing and heating food. Packages of cleaning and sanitizing materials will be provided to students at check-in and will be replenished on a periodic basis. Students will be expected to maintain the cleanliness of their rooms and common spaces on a continuous basis.

Laundry facilities will be provided for students who reside on campus. Students will be encouraged to increase the frequency of washing their clothing not only for a heightened sense of cleanliness but to ensure that their cloth masks are always ready for use.

Maintaining Healthy Living Spaces

Residential life staff will conduct regular inspections to ensure that suites are being cleaned and sanitized by students who occupy them to encourage and insure healthy living spaces. Unfretted use of campus lounges will be curtailed to encourage social distancing during leisure time. Signage will be posted in conspicuous spaces regarding occupant limits for common spaces. Reminders about requirements for social distancing, washing hands, and wearing masks will be posted throughout all living spaces and other gathering places.

Campus Dining

Pioneer College Caterers is the University's food service provider. As a socially responsible corporate food vendor, Pioneer has a wide array of health and safety protocols that will not be discussed in depth here. However, Pioneer will act as a partner in expanding cleaning and sanitizing activities in the dining hall. Dining Services personnel will be required to wear face masks and gloves while performing all tasks. Buffet and/or self-serve stations will no longer be provided in dining services; Pioneer's staff will prepare and serve all food to all guests. The dining hall hours will be extended to accommodate student class schedules. Prepared take-out meals will be among the available options.

The number of patrons using the Dining Services facility at any one time will be limited to one half the normal capacity. Floors will be marked to help gauge physical proximity. Hand sanitizer stations will be at the entrance and readily available in the facility. Patrons must wear masks upon entering and while in the facility, unless they are eating or drinking.

Tables and chairs along with other frequently touched surfaces will be wiped down continuously. Plexi-glass barriers will be installed at some tables as an added protection for dining inside the facility.

Health Services and Responses

The University makes health services available through a contracted provider with Student Health offices located on the first floor of Coppin Hall. The tele-medicine services are separate from and in addition to the campus-based services. Health monitoring and management training will be provided for all Residential Life staff and residential assistants. A staff member from each division of the University will have certification in DHEC Contact Tracing to further enhance the technological assets deployed. All students, faculty, and staff will have their temperatures taken daily and complete weekly COVID -19 self-checks. Faculty and staff will follow the protocol established by the medical services provider for sending students with symptoms to health services.

The University's Health Service Office is located in Coppin Hall 1st floor and by calling 803-376-5733 or 803-376-5732.

Quarantine and Isolation Responses

When testing, symptoms, or contact tracing indicate, the response of the University will be to place students in isolation or quarantine as the medical service provider indicates. Faculty and staff will be required to seek medical services and not return to work until officially cleared to do so. Coppin Hall, 1st and 2nd floors, have been designated quarantine and isolation spaces. DHEC will be notified as required by the medical provider. Protocols for providing food and medical services, and continuing academic work have been determined and will be ready for deployment when needed.



Protocols for Athletics and Spirit Groups



New and returning athletes, band members, and related spirit groups will be required to complete pre-participation paperwork prior to traveling to the University. Students in these categories will complete a Symptoms Survey and complete a COVID-19 test the week prior to coming to campus. This baseline information will be critically important due to the lack of continuous social distancing inherent in the activities which these students engage.

The University will follow NAIA/NCAA guidelines that pertain to sponsored sports and those guidelines of relevant governing organizations for musical and spirit groups. Appropriate cleaning and sanitizing supplies and protocols will be utilized throughout all areas for these activities. Signage will be posted in all relevant spaces regarding occupant limits for common spaces, social distancing, washing hands, and wearing masks.

Athletes and athletic employees will complete daily temperature checks in a designated area and daily standardized symptom checklists. The Athletic Department, musical groups, and spirit organizations will follow the University's plan for isolating and quarantining.

Specific Policies and Rules

Additional details exist regarding implementation steps in many instances and may still evolve that will be applicable to the plan of action set out in this document. New information and the changing landscape necessitate agility in planning for and providing a healthy environment for those who will study and work at the University in the Fall. Regular policies and procedures found in the various regulatory and governance handbooks may be superseded by those initiated to respond to the pandemic.

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