



# Our Cougar Commitment

## Return to SIUE, Phase 4 and Fall 2020

### June 30, 2020

The following guidelines will help SIUE operate under *Restore Illinois*. This plan remains subject to change pursuant to updated public health guidance and changing public health conditions.

### Instruction and Research

Fall 2020 courses will be held in varied formats in order to maintain the health and safety of the SIUE community while ensuring excellent learning opportunities for students.

- Some classes will occur on-ground. Because of space limitations, the number of courses on-ground will be reduced.
  - Classroom spaces have been evaluated for new capacities. Seating will require social distancing. Entry and exit protocols will be in place. Campus community members will wear face coverings. No classroom space will include more than 50 people.
  - Some classes will occur in the Morris University Center's Meridian Ballroom and Fixins Restaurant, as well as Evergreen Hall and the Student Fitness Center to allow greater opportunities for classes to convene on-ground.
- Classes will require 6 feet of distancing between all students, and safe space between the instructor and the students. Students will wear face coverings. Faculty members will wear masks, shields or utilize plexiglass shields to ensure safety and inclusive accessibility. Exceptions for health reasons will be in accordance with ADA guidelines.
- Some courses will occur online, but will include a required schedule of virtual meetings, sessions, discussions and/or activities with the professor and other students. These opportunities will enhance student engagement opportunities and help connect students to the faculty members and each other.
- Additionally, students will have online courses that do not require synchronous meetings and interactions, beyond scheduled assignments, testing, presentations, and project submissions. Feedback from Spring 2020 conveyed the importance of creating community and interaction, even in virtual and remote learning.
- As always, there will also be hybrid learning opportunities.

- Faculty members in all departments are utilizing the feedback from Spring 2020 to improve courses, and to deepen learning opportunities and engagement possibilities.
- Faculty members will have workshops and “summer camp” opportunities to learn new strategies for ensuring excellence in teaching and learning, regardless of modality.
- Students will have resources, guidance and training materials to prepare for next academic year.
- On-ground opportunities have been prioritized for students’ capstone experiences that require deep engagement, courses with significant need for student engagement with specialized equipment or facilities, and laboratory/studio sessions. There are opportunities for courses at various levels, and opportunities will vary across majors. We have worked to ensure that freshmen will have opportunities for on-ground engagement whether in class, through supplemental instruction, tutoring, co-curricular learning, or other student engagement activities.
- We are working to provide options for students, whenever possible, but we cannot guarantee that there will be on-ground and online options for every course.
- SIUE academic leaders are working to modify and finalize the Fall 2020 individual course schedule. Once it has been finalized, each student will receive an email outlining any alterations to their schedules and the type of delivery for each course. Please note that the School of Dental Medicine and School of Pharmacy will continue to operate on unique calendars and with special considerations.
- During the Fall 2020 semester, many on-ground academic activities will transition to an online format beginning November 30 following the Thanksgiving Break Holiday (November 23-29). A select number of approved courses will continue to meet on-ground after Thanksgiving Break. Instruction in all classes ends with finals week, occurring December 14-18.
- University Housing will remain open until Friday, December 18, to provide living opportunities and ongoing access to campus resources and services.
- Face coverings will be required in all classes and related academic activities. Accommodations are available for those not able to wear a face covering due to a medical condition. Accommodations will need to occur with approval of the [Office of Equal Opportunity, Access, and Title IX Coordination](#) (employees) and [ACCESS](#) (students).
- If a student is unwilling to adhere to the face covering requirements and social distancing protocols, the student should register for online courses.
- Spring 2021 will begin Tuesday, January 19, 2021 immediately following Martin Luther King Jr. Day. Spring break will be eliminated to ensure that the appropriate contact hours and outcomes can be achieved safely. More information regarding spring scheduling and course modalities will be shared in August as the trends regarding

COVID-19 become clearer with our phased-in approach to reopening. We will continue to monitor the current health environment and context to determine the ongoing format for courses in Spring 2021. While we intend to organize the Spring 2021 schedule with similar distributions of on-ground, online, and hybrid courses, we reserve the option of moving to remote or online instruction at any point to promote the health and safety of our campus. Regardless, Spring 2021 will not have a spring break and class schedules will be adjusted accordingly.

- Utilizing feedback from departments and information from follow-up discussions, a scheduling team comprised of professionals from the Office of the Registrar, Advising, the Deans' Offices, the Office of the Provost and the Academic Continuity Task Force is working to implement changes to the Fall 2020 and Spring 2021 course schedules. As changes are finalized, students will be kept apprised of modifications.
- On June 5, 2020, the Associate Provost for Research issued guidance for continuity of research and creative activities under Phase 3 of *Restore Illinois*. Subsequently, the Academic Continuity Task Force has launched a Working Group to develop recommendations to ensure that our research and creative activities can continue and thrive in a safe manner during Phase 4 of *Restore Illinois*.
- Faculty members are working to ensure that undergraduate research, creative activities, internships, clinicals, and practicum experiences can continue in safe ways that still allow for intensive learning and practical application.

## Housing and Dining

### Housing

- University Housing will continue to provide a high-quality residential experience for students including both virtual and in-person programming and support.
- In Fall 2020, students will move in following a multiple day strategy.
- A maximum of 2 residents will be assigned to each bedroom.
- Living units will create a "household," and will be treated as such. Therefore, face coverings and social distancing will not be expected in the living unit (bedroom, apartment), but will be expected in public spaces within housing facilities.
- In suite-style bathrooms, signs will be posted to remind students of proper cleaning procedures.
- Guests will not be permitted in any University Housing living area. Guests are individuals who do not reside in that residential community (residence hall and/or Cougar Village Apartments).
- Isolation rooms will be created to accommodate residential students who test positive for COVID-19.

- University Housing will remain open as outlined in the Housing Contract Terms and Conditions during periods of virtual course instruction.
- University Housing will increase cleaning and sanitization of high touch surfaces and public spaces throughout the residential communities.
- Additional University Housing information is available [here](#).

## Dining

- The following dining locations are expected to be open for Fall 2020:
  - Center Court
  - Chick-Fil-A
  - Cocina
  - New pizza concept
  - Starbucks @ MUC
  - Union Station
  - Starbucks @ Lovejoy Library
  - Outdoor Grill/Auntie Anne's (rotation)
  - Freshens @ Student Fitness Center
  - MUC Truck
- Locations will utilize social distancing and line queues to minimize contact.
- Face coverings will be required in all dining locations, except when eating. Customers may remove face coverings to consume food and beverages.
- A limited amount of indoor seating may be available at select locations. Indoor seating will adhere to the [Restore Illinois Department of Commerce and Economic Opportunity \(DCEO\) guidelines for indoor/outdoor dining](#).
- Additional safety measures will be in place at dining locations including regular hand washing timers in addition to normal handwashing, food served in to-go containers, additional sanitizer dispenser stations and plexiglass installed around all points of sale.
- Customers should expect wait times during peak hours of operation: 11 a.m.-1 p.m.
- Dining will provide pre-packaged, grab-and-go meal options for carryout.
- Cash is still accepted, but non-meal plan students, faculty, and staff are encouraged to add Cougar Bucks [using the GET app](#) to reduce the exchange of cash or "hand to hand" contact. Cougar Bucks also provides 10% off at most dining operations and the Cougar Store.
- All food service operations will follow [Restore Illinois DCEO guidelines for restaurants](#).
- Sanitizing wipes will be placed at each vending machine area so individuals can sanitize their machine choices prior to each use.

- Catering policies will be adjusted to meet any *Restore Illinois*, CDC and Illinois Department of Public Health (IDPH) department guidelines and implemented as required.

### Campus Life and Events

- There will be co-curricular experiences on campus this fall, with the size of social gatherings and meetings determined by [Restore Illinois DCEO guidelines for meetings and events](#).
- The Morris University Center, Student Success Center, and Student Fitness Center will all be operational with some service limitations and adjustments.
- New students will have the opportunity to participate in the SIUE Experience via in-person and remote options.
- Many student service offices will have options for in-person or virtual appointments.
- No University-sponsored events can take place on or off campus through August 8, 2020.
  - After August 8, 2020, only events with 50 people or fewer will be allowed.
  - Multiple gatherings of 50 people or fewer are permitted if at least 30 feet is maintained between groups or the groups are in different rooms.
- In order to de-densify the campus, the Stratton Quad will remain closed to non-University events.
- To avoid hand-to-hand contact, there should be no handing out of items from person to person.
  - Items can be placed on the table for the public to pick up.
  - Food or candy distribution, whether being handed out or in a bowl, is not permitted.
- To reduce the risk of sanitation contamination, bake sales and similar student-organization food sales are prohibited.

### Campus Recreation

- The Student Fitness Center will be operational with 50% capacity. Please consider scheduling workouts during non-peak hours, typically opening through mid-afternoon.
- Patrons are encouraged to bring their own equipment (basketball, volleyball, weight belts, etc.) as check out processes and available equipment will be limited.
- Per [Restore Illinois guidance for health and fitness centers](#), face coverings will NOT be required when exercising. Therefore, social distancing and spacing of equipment is required.
- Intramural Sports, Club Sports and Group Fitness classes will all be offered.

### Morris University Center/Student Success Center

- Visitors to the building will be expected to wear face coverings in all public areas and follow social distancing guidelines. Visitors will find social distancing floor markers and altered traffic flows.
- Meetings, programs and events hosted in the buildings will be limited to no more than 50 with social distancing. *Restore Illinois* and CDC guidelines will be followed for meetings and social gatherings.
- A limited amount of indoor seating may be available.
- The number of occupants for events, retail, and office spaces are reduced per [Restore Illinois guidance](#), CDC guidelines and university policies. Event space set up options may be limited.
- Hours of operation may be reduced for dedicated cleaning and sanitation.

### Kimmel Student Involvement Center

- Student organizations will continue to be a vibrant, critical part of the SIUE campus community. Meetings and events will be held in virtual or socially distanced formats.
- Traditional events and programs may be altered to adhere to IBHE guidance, CDC guidelines and university policies.
- Student organization desk spaces will not be generally accessible to students, but a Kimmel staff member will assist students and organizations to retrieve items needed from those spaces.

### Textbook Service

- Students should expect communication regarding textbook pre-order options by the end of July. It is recommended that students pick up books as early as possible in the pick-up period prior to the first day of class. Wait times during pick up should be expected due to reduced occupancy in the space.
- Students will enter through the main entrance with appropriate social distancing measures in place. Students will be greeted and assisted by a staff member.

### Employees

- One of the guiding concepts used to balance safety and quality of education is the concept of developing a low-density University. To that end, we are encouraging employees who can work remotely to do so during Phase 4. We recognize that we have some employees who cannot perform their work remotely and others who prefer to be

on campus. Therefore, many employees are already working on campus, while others will continue to work remotely. All remote work conversations should occur between the employee and supervisor.

- Directors should continue to restructure work schedules where possible to minimize the number of employees who need to be physically present at any one time.
- Where practical, employees should continue to use technology to facilitate meetings and minimize in-person contact even when working on the same campus or in the same office (keep using ZOOM, TEAMS, conference calls, etc.)
- If an employee has a documented health-related issue for which any additional or different alternative work arrangements may be necessary, they should contact the Office of Equal Opportunity, Access & Title IX Coordination (EOA) at [jball@siue.edu](mailto:jball@siue.edu). EOA will evaluate the need for additional accommodations and assist with developing accommodation strategies.
- The University understands that parents/guardians may occasionally encounter difficulties in arranging care for their children and desires to support parents/guardians in their efforts to balance work responsibilities with family obligations. However, during Phase 4, employees should not bring children to their workplace. All University departments, when possible, will try to accommodate employee requests for flexibility to meet unexpected family needs.
- Supervisors should remind employees of their various health benefits, and to stay home if they are sick or if they have been in close contact with anyone who has been sick from COVID-19. Employees must remain home if exhibiting flu-like symptoms. Employees will be sent home if they exhibit flu-like symptoms while at work.
- An employee who has tested positive for COVID-19 is required to follow orders from county public health officials. If the employee has been in contact with other employees within that work unit, cleaning and decontamination protocols will be initiated for the identified work area. The name of an employee who has tested positive should be kept confidential and should only be disclosed as is necessary for contact tracing or other health and safety needs. In all cases, anyone who tests positive for COVID-19 should not return to campus until they have recovered.
- Supervisors should be particularly flexible and sensitive to structuring alternative working arrangements where possible for those who are at higher risk for severe illness from COVID-19 as defined by the CDC.
- To honor and respect the dignity of individuals, vulnerable employees should be encouraged to self-identify, and supervisors should avoid making unnecessary medical or age-related inquiries.
- For more information about CDC-defined high-risk illnesses visit [www.cdc.gov](http://www.cdc.gov).

- Employees should avoid using other employees' phones, desk equipment or sharing items that are not easily cleaned, sanitized or disinfected and should remove or sanitize high-touch items such as magazines, common pens, touch screens, white-board markers, remote controls, etc.
- All employees are required to conduct a personal self-safety screening each day before coming to work by checking themselves for cough, shortness of breath, fever, chills, sore throat, and loss of taste or smell. If an employee is sick, they must stay home.

### People-Focused Health and Safety

- In order to develop a new social contract for campus life, SIUE will provide training to all students and employees to help better understand COVID-19 prevention strategies and SIUE's safety expectations, as well as how to identify and refer students in distress to appropriate services.
- All employees and students are strongly encouraged to have up-to-date immunizations as soon as possible. Influenza vaccines should also be obtained at the appropriate time.
- Messaging will be provided to the campus community to help in following the appropriate IDPH and CDC safety practices.
- Contact tracing will be conducted as needed by the Madison County Health Department.
- Avoid close contact with people who are sick.
- Practice social distancing of 6 feet between people. This is especially important for people who are at a higher risk.
  - Remember that some people without symptoms may be able to spread the virus.
- Wash hands often with soap and water for at least 20 seconds, especially after being in a public place, coughing or sneezing.
  - If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
  - Avoid touching eyes, nose and mouth with unwashed hands.

### Face Coverings

#### Everyone

- Face masks or face shields that cover the nose and mouth are required in indoor public spaces regardless of the ability to maintain social distance. Indoor public spaces include common spaces or community settings that anyone can access, such as reception areas with walk-in access, restrooms, hallways, classrooms, teaching and research

laboratories, as well as common spaces in residence halls, conference rooms, lobbies, and break rooms.

- Face masks or face shields are required in outdoor spaces where 6 feet or more of physical distancing is difficult to reliably maintain.
- Disposable face coverings will be provided to departments to be used for students, employees, and visitors who forget their face mask.
- Face coverings can be purchased at the Health Service Pharmacy in the Student Success Center or the Cougar Store in the MUC.
- Face coverings are not required in the following limited circumstances:
  - When working alone in a single office workspace when 6 feet distance can be maintained
  - When in individual residential living units
  - When engaging in physical exercising, showering, or using locker room facilities
  - When doing so poses a greater mental or physical health, safety or security risk
  - While operating outdoor equipment, if not appropriate from a safety standpoint
  - When consuming food or drink
  - When engaging in personal hygiene activities

## Employees

- Employees are required to wear face masks or face shields that cover nose and mouth at all indoor locations, including offices and laboratories or any place where multiple people are present and social distancing is not possible.
- To protect others, a face mask to cover nose and mouth will be provided by the University to each employee. Employees are welcome to use their own masks; however, all masks should be cleaned daily.
- If an employee has a documented health condition which makes wearing a face covering medically intolerable, that employee should alert their supervisor and contact the Office of Equal Opportunity, Access & Title IX Coordination (EOA) to explore options for an alternative. Documentation of the medical condition will be required by EOA.
- Face covering expectations will be posted on signs throughout campus and emailed to everyone. Supervisors should remind employees to wear their face covering appropriately. Departments will be provided extra face masks in case someone forgets theirs.
- As a last resort, employees who simply refuse to wear a face mask or face shield properly indoors, and who can't maintain a 6-foot social distance, should be sent home without pay for refusing to adhere to workplace safety rules.

### Campus Contractors and Visitors

- Unless prohibited for health reasons as described above, campus guests are required to wear face coverings that cover nose and mouth at all interior locations, including offices and laboratories or any place where multiple people are present and social distancing is not possible.
- Face covering expectations will be posted on signs throughout campus. Employees should remind visitors to wear their face covering appropriately. Departments will be provided extra face masks in case someone forgets theirs.
- Guests who refuse to wear a face mask or face shield properly indoors, and who can't maintain a 6-foot social distance, can be refused service.
- As a last resort, guests who continue to refuse to wear a face mask or face shield properly indoors will be asked to leave the campus. If a visitor refuses to leave, employees should contact the SIUE Police Department at ext. 3324.

### Students

- Face coverings are required in all classrooms, related academic areas, and common spaces such as restrooms, hallways and lobbies.
- To protect others, a face mask to cover nose and mouth will be provided by the University to each student. Students are welcome to use their own masks.
- If a student has a documented health condition which makes wearing a face covering medically intolerable, that student should [contact ACCESS](#) to explore options for an alternative to a face mask.
- Face covering expectations will be posted on signs throughout campus and emailed to everyone.
- If a student arrives for class without a face covering, they can obtain one from a department, a friend, the Cougar Store or Health Service.
- Departments will be provided extra face coverings in case a student forgets.
- Students who refuse to wear a face mask or face shield properly in class, in some circumstances can be moved to an alternative way of learning that meets their preference for personal safety measures such as an on-line course.
- As a last resort, students who simply refuse to wear a face mask or face shield properly indoors can be reported to the Dean of Students for not adhering to campus safety protocols.

## Facilities

- Hand sanitizing stations are being installed in all buildings, as well as at the Cougar Shuttle public bus stop.
- Traditional water fountains will be turned off where a bottle refill water fountain is available in the building. Facilities Management is installing bottle refill water fountains in any building that doesn't already have one.
- Plans that consider traffic flow in and out of buildings, and within buildings (i.e. stairs, hallways, etc. where possible) will be marked.
- Elevators will be signed with limits based on ability to 6-foot distance.
- Doors for entering and exiting buildings will be designated. Where multiple doors exist, in and out doors will be marked with "Entrance" and "Exit" signs.
- Enhanced cleaning protocols will remain in force for frequently touched surfaces, such as:
  - Offices as they are cleaned weekly
  - Classrooms disinfected nightly
  - Bathrooms disinfected twice each day in addition to routine cleaning
  - Public areas disinfected twice each day in addition to routine cleaning
  - Sanitizing resources will be provided in each classroom and department if students/faculty want to wipe their immediate area
- Interior suite entrance doors should be left open whenever possible to minimize contact by people touching doorknobs. Stairwell doors should never be propped open.
- Where possible, offices should be reconfigured such that no one is facing another employee without a partition between them.

## Travel

- International University-related travel remains prohibited until further notice.
- Domestic University-related travel that is mission-essential should have the approval of the appropriate vice chancellor.
- Guidance regarding University-related student travel will be released by the end of July.
- Anyone traveling on University-related travel or personal travel should follow CDC guidelines upon return. Check [here](#) for travel health notices from the CDC.
- Whether personal, official University business, or University-sponsored business travel, if an individual is known to be directly exposed to someone positive for COVID-19, the expectation is to quarantine for 14 days.

### Intercollegiate Athletics

- Intercollegiate Athletics will return to modified operations, practices and competition. Logistics, including details about spectators, will be in conjunction with all *Restore Illinois* Phase 4 guidelines.

### School of Dental Medicine, School of Pharmacy and East St. Louis Higher Education Campus

- The School of Dental Medicine (SDM) has published a plan for returning its dental students and health professionals to the Alton campus in order to continue to safely provide health care training and services. That plan has been presented to SDM students, faculty, and staff.
- The School of Pharmacy (SOP) will continue to operate on a unique calendar and with special considerations. The SOP Dean's Office will be contacting students, faculty and staff with details.
- Operations on the East St. Louis Higher Education Campus will follow *Our Cougar Commitment*. Grants programs and the Charter High School follow the guidance of the Illinois State Board of Education and will be implemented by Dr. Staples and Dr. Jeffries.

For updates to SIUE's *Our Cougar Commitment* plan or to learn more about what SIUE is doing during the pandemic, visit [www.siu.edu/coronavirus](http://www.siu.edu/coronavirus). Revisions to this plan may occur if there is a shift in *Restore Illinois* phases for our region and as CDC guidelines are modified.