

# BUCSAFE Campus Guide

DECEMBER 2020



*Together forward...but 6 feet apart.*

CHARLESTON  
SOUTHERN  
UNIVERSITY





**This document presents the recommendations of the Charleston Southern University Pandemic Task Force charged with developing a plan to bring students, faculty, and staff safely back to campus in light of the COVID-19 pandemic.**

The work of the task force is influenced by research and guidance from a variety of agencies, offices, and organizations, including the [Center for Health Security](#) at Johns Hopkins Bloomberg School of Public Health, the [American College Health Association \(ACHA\)](#), and the [Occupational Safety and Health Administration \(OSHA\)](#). The task force has also relied upon guidance from the Centers for Disease Control and Prevention (CDC), particularly “[Considerations for Institutions of Higher Education](#),” and the [South Carolina Department of Health and Environmental Control \(SCDHEC\)](#), particularly “[COVID-19 Guidance for Colleges/Universities](#).”

Based on the SCDHEC recommendations, the CSU Return to Campus Guide incorporates screening, physical distancing practices, a face covering policy, hand hygiene recommendations, cleaning and disinfection modifications across campus, and a clear approach for sick individuals and COVID-19 positive cases. In addition, a safe return to campus requires access to diagnostic testing for COVID-19, an adequate supply of Personal Protective Equipment (PPE), an adequate supply of disinfection cleaning and hand hygiene supplies, plans to halt classes and shut down campus operations, assurance that students have access to distance learning options, a policy that permits absences due to COVID-19 to be excused, and communication of prevention and control messages (including information related to COVID-19 outbreaks).

It is important to note that no plan or actions can entirely safeguard the health of our students, faculty and staff. Rather, the steps outlined here are designed to mitigate the risk of spreading the COVID-19 virus while maintaining CSU operations.

The fluid nature of COVID-19 dictates that these recommendations will also evolve in response to federal and state guidance, scientific developments, new information as it relates to COVID-19 data in our community, and new insights from fellow institutions. Accordingly, this plan will be updated as events and conditions warrant.

The CSU Return to Campus Guide requires an invigorated sense of community responsibility with behavioral expectations to support the health, safety, and well-being of all. Faculty, staff, and students will share in this collective task. The E.P.I.C. (extra mile service, passion for student success, innovation across the institution, and Christian community) values outlined in the University Strategic Plan that unite CSU guide our efforts to return to campus.



# University Pandemic Task Force

**The CSU response to COVID-19 is led by a campus team responsible for the implementation, monitoring, and modification of this plan as well as the coordination of all aspects of the university's response to the COVID-19 pandemic. The team includes:**

- Dr. Jackie Fish, Vice President for Academic Affairs
- Prof. Laurel Glover, Assistant Professor of Public Health
- Dr. Michael Shipe, Assistant Dean of College of Health Sciences
- Dr. Gabby Poole, Physician Assistant Program Director
- Dr. Christine Palmer, Public Health Program Director
- Mr. Steele Morris, Associate Athletic Director for Medical Services/Athletics Healthcare Administrator
- Ms. Casey Boulduc, Assistant Director for Residence Life and Residence Life Coordinator
- Mrs. Jan Mims, Vice President for Finance
- Mrs. Lindsey Walke, Human Resources Director
- Mr. Luke Blackmon, Vice President for Business Affairs
- Mrs. Jenna Johnson, Assistant Director of Integrated Marketing

In addition, Laurel Glover, Assistant Professor of Public Health, will continue to serve as the University Infection Control/COVID-19 Coordinator.

**As recognized in the Return to Campus Guide released in August, various subcommittees consisting of campus leaders are responsible for the implementation of policies and procedures.**

# The #BUCSAFE Pledge



Charleston Southern University is committed to creating policies and procedures for bringing our faculty, staff, and students back to campus for in-person activities in a way that promotes the safety and health of our community. The university has launched a communication campaign called #BUCSAFE. This campaign features our pledge to demonstrate a shared responsibility and mutual commitment to the health and safety of our community members. This campaign includes door signs, posters, and yard signs placed around campus and in every building reminding everyone of our new policies and procedures.

*“...Love your neighbor as yourself.” Matthew 22:39*

As a member of the Charleston Southern Family, we understand that the words from Scripture are our source of faith and practice. During the pandemic, it is imperative that we look out for the well-being of our neighbors. **We can best do this by agreeing to the following guidelines and taking the #BUCSAFE Pledge.**

- **I will take responsibility for my health and the health of my community.**
- **I will wear a face covering and maintain safe social distancing (i.e., six feet) to protect my community.**
- **I will practice good handwashing and hygiene skills.**
- **I will be flexible and do my best work in every learning environment offered to me.**
- **I will be understanding and helpful to those who may be struggling during this time.**
- **I will follow campus guidelines designed to protect against COVID-19.**

Please visit the #BUCSAFE web page at [charlestonsouthern.edu/bucsafe](https://charlestonsouthern.edu/bucsafe) for the most up-to-date information and announcements about CSU’s plans as they relate to COVID-19.

# Best Practices and Preventative Measures

Due to the success of the fall semester, the University Pandemic Task Force has made the recommendation to continue our best practices and preventative measures in the Spring 2021. These will include continued physical distancing of at least 6 feet whenever possible, specifically in the classrooms, continued enhanced cleaning protocols across campus, a continued requirement of face coverings in ALL areas of campus except outdoors when socially distant or within ones own work space or living area, and continued DAILY screening using the LiveSafe application.

## LiveSafe Daily Screening

All faculty, staff, and students will be required to self-screen for COVID-19 symptoms and exposure prior to arriving to campus or leaving assigned dorm rooms utilizing the LiveSafe application (<https://www.livesafemobile.com>). Everyone must demonstrate successful completion of the “Daily Health Check” to answer the following questions:

1. Are you experiencing any of the common symptoms (e.g., fever, cough, breathing difficulty, etc.)?
2. Are you living with or caring for an individual who is suspected or has a confirmed case of COVID-19?
3. Have you been in contact with anyone known or suspected to have COVID-19 in the last 14 days?
4. Have you tested positive for COVID-19 in the past 10 days?

**If you answer NO to all of the questions**, then the app will display a green check (see image) and an email will also be sent to your Bucmail account that will also display the green check along with a date and timestamp. Students will need to display in order to enter buildings on campus that day.



**If you answer YES to one or more of the questions**, the app will display a red X (see image) and an email will be sent to your BucMail account that will also display the red X along with a date and timestamp. Next, you'll be prompted to either seek medical attention or to contact the University Infection Control and COVID-19 Coordinator.



A temperature screening will not be routinely completed, but faculty, staff, and students should not report to campus with a temperature of 100.4°F or greater.

# Academics

CSU has modified the Spring 2020 Academic Calendar to a 14-week semester in an effort to minimize the risks of additional waves of COVID-19 cases. The accelerated schedule begins January 11 and concludes on April 25. The campus will have two holiday weekends -- Martin Luther King Jr. Day and Good Friday -- and Spring Break is cancelled. This will result in an earlier end to the spring semester.



**The calendar meets the standards of a full 14-week semester. Major changes include:**

<b>January 11:</b>	<b>Classes begin</b>
<b>April 20:</b>	<b>Last day of class</b>
<b>April 21:</b>	<b>Final exams begin</b>
<b>April 25:</b>	<b>Final exams end</b>
<b>May 1:</b>	<b>Graduation (<i>tentative</i>)</b>

Programs exempt from this modified, accelerated schedule include courses offered in CSU Online, the College of Business Graduate Program, the Master of Medical Science in Physician Assistant Program, the Master of Athletic Training Program, the Master of Science in Nursing Program, and the Doctorate in Educational Leadership Program.

Evidence from the fall semester indicates that careful adherence to our classroom health protocols has made CSU classrooms among the safest spaces on campus. Therefore, classrooms will continue to be equipped with protective barriers (e.g., plexiglass partitions) across campus to allow professors to teach effectively while being protected. Classroom furniture will remain reconfigured to preserve 6 feet of social distancing between each student desk. Prioritizing social distancing has reduced capacity in every classroom. Faculty will direct students to enter and exit the classroom in an orderly manner which will allow students to maintain social distancing wherever possible.

Sanitizing stations and wipes will be placed in every classroom. Students will be responsible for wiping down the desk, chair, and surfaces with which they come in contact before and after use.

Academic advisors and course instructors will be allowed to meet with students in person in the Spring as long as all university COVID-19 policies are followed during those meetings.

## **Spring Student Preference Learning Form:**

In collaboration with the Academic Deans, the task force has approved an updated Spring Student Preference Learning Form. This form can be found on the #BUCSAFE website and will be accepted until the end of the Drop/Add period at the beginning of the semester. Updates to this form are outlined below:

- Students who prefer to take their classes virtually should enroll in online sections of course offerings whenever possible. This form should only be used by students who must take spring semester courses that are not being offered in an online format.
- Students living in campus housing are expected to attend classes in person. Very limited exceptions to this recommendation will be made for students living on campus; these requests must be approved through the Student Success Center.
- Students enrolled in courses that have proven more challenging online (i.e., nursing, lab science, clinical courses, and education practicum courses) will in some cases be required to seek a formal accommodation plan from the Student Success Center to attend virtually. Requests for these exceptions may require medical documentation.
- If a student's circumstances change after the Drop/Add period next semester, the form will be sent to the University Pandemic Task Force for consideration. The task force will make a recommendation to the instructor, and the instructor will adjust the student's status accordingly.

### **Failure for Absences (FA) Policy Reinstated in the Spring:**

- The FA Policy will be reinstated in the spring for in-person and virtual courses. This policy applies to all 100- and 200-level courses, and for 300- and 400-level courses in which professors elect to enforce the policy (per the course syllabus attendance policy).
- Students enrolled in on-campus, in-person classes who are prevented from attending due to a COVID-19-related quarantine/isolation order may attend class remotely without penalty under the FA policy.
- It is the student's responsibility to supply their professors with the quarantine or isolation determination from the Charleston Southern University Infection Control/COVID-19 Coordinator's office, along with the required dates of quarantine/isolation, so they will not be counted absent. These students have an automatic virtual learning accommodation for the duration of their quarantine/isolation period. Quarantined students are expected to attend virtually during regular class meetings in order to be counted "present." Students in isolation are excused from synchronous attendance.

### **Expected Zoom and Collaborate Ultra Etiquette and Guidelines:**

The task force has endorsed etiquette and guidelines for students attending classes virtually, which can be found on the #BUCSAFE website. While individual departments and professors may modify these slightly, it is important that students attending classes virtually do so with the utmost professionalism.

# Athletics

CSU will welcome back student-athletes with the general student body for classes as they commence on January 11. The Big South has announced the shift of fall sports competition to the spring as schedules for soccer, volleyball, and football were released in November. In regards to competition, the NCAA has established recommendations with respect to the health and safety of student-athletes. The CSU Department of Athletics has a University Pandemic Task Force subcommittee focused on ways to provide sport participation in a safe, healthy, and equitable manner. This group has developed tactical plans, with a particular focus on facilities and safety protocols and is considering alternative methods for scheduling. Ongoing planning for athletics will align with CSU's broader planning, and adhere to local, state, and NCAA guidelines. Of immediate concern for CSU are the minimum conditions necessary for competition. Ultimately, the viability of athletic competition will hinge upon a number of factors including travel restrictions by both institutions and the state, and the willingness of competitors to both host and travel. Facility-specific health and safety protocols, PPE, close monitoring by members of the athletic training staff, targeted testing, and other applicable distancing and sanitation guidelines are being addressed.

# Housing

## Move-In

Move-in for residential students this fall will be staggered to permit social distancing. Participation by family, friends, and community members will be strictly regulated. Each student will be allowed only 2 additional guests to assist with their move-in process. Guests assisting with move-in must wear a face mask and adhere to social distancing guidelines. Students will be encouraged to bring fewer personal belongings to campus. **In addition, students will be encouraged to bring a thermometer with them to campus in addition to basic fever-reducing medications such as acetaminophen and ibuprofen.**

Residential student move-ins will be conducted on Saturday, January 9 and Sunday, January 10 only. Students who do not check-in at the time they move back to campus will be penalized. There will be NO early move-ins allowed unless they have already been authorized by athletics.

**All students should limit their contact and exposure, restricting travel and contact in pragmatic ways, for 14 days prior to their move-in date to minimize their risk of exposure to COVID-19.**

Residents and their guests should download the LiveSafe application (<https://www.livesafemobile.com/>) before arriving for move-in. All residents and guests must display proof of successful completion of the “Daily Health Check” and clearance the day of their move-in. Please refer to [page 9](#) for screening instructions.

Guests and visitors may pose an infection control risk to our campus community. **Nonresidential guests will not be permitted in the residence halls.** Guests entering private student rooms places both students and guests at an increased risk of transmission. Residential guests (i.e., those who live on campus but want to visit another room) should make arrangements to visit one another outside of the residence hall, either in an available community space or outdoors, maintaining appropriate social distancing.

Access to residence halls will be altered so that residents may only enter the building in which they are assigned. Students should refrain from entering a residence hall that is not their own, even as a guest of another student.

Signs will be posted at entrances indicating that only essential guests are permitted and that individuals who are sick or who have been in close contact with someone who is sick should not enter the building.

## Rapid Testing for Residential Students

Mandatory COVID-19 testing will be required for all residential students prior to moving back onto campus for the spring semester. This process will allow us to minimize the risk of asymptomatic students who have the virus from infecting others in campus housing. The university has partnered with Fetter Health Care Network to provide this testing at no cost to students upon arrival to campus

on January 9 and 10. Students can receive a rapid test upon arrival to campus during their scheduled check-in time. Students who are signed up from 4 p.m. to 5 p.m. on Saturday and from 5 p.m. - 6 p.m. must arrive to campus NO LATER than 4:30 p.m. to get in line for testing.

**Here are a few things you need to know about this process:**

All residential students must enter through the MAIN entrance of campus to begin the check-in process. Students will be directed to the Health Science Building parking lot upon arrival. Members of Campus Security will be located around campus to help facilitate this process. Students will not be allowed to go to their dorm room before completing this process.

In order to facilitate the check-in process, all residential students being tested at check-in will need to complete the attached registration paperwork, which includes a release to allow their test results to be sent to CSU. Students must complete and bring these forms to check-in, along with their photo ID and insurance card.

If you have tested positive for COVID-19 within 90 days prior to the start of the spring semester (October 13, 2020 or later), you do not need to be retested, but you will need to provide documentation of your positive test upon arrival to campus. You can upload proof of their positive test result to our HIPAA compliant online platform ([https://csustudentnet-my.sharepoint.com/:f/g/personal/covid\\_csustudent\\_net/Eu8Z\\_Y5jsoJhGUoxUoQhioB2wv0VF2WfaYSuMQwvekp7w](https://csustudentnet-my.sharepoint.com/:f/g/personal/covid_csustudent_net/Eu8Z_Y5jsoJhGUoxUoQhioB2wv0VF2WfaYSuMQwvekp7w)) prior to your move in time and should also bring a copy of the test result for reference in the event we experience technical difficulties. Please note, you will verify your name and CSU ID# are a part a part of the file name when you upload it. If you wish to obtain COVID-19 testing on your own, you must receive and obtain a negative test result within 72 hours of your scheduled check-in. You can upload proof of your negative test result to our HIPAA compliant online platform ([https://csustudentnet-my.sharepoint.com/:f/g/personal/covid\\_csustudent\\_net/Eu8Z\\_Y5jsoJhGUoxUoQhioB2wv0VF2WfaYSuMQwvekp7w](https://csustudentnet-my.sharepoint.com/:f/g/personal/covid_csustudent_net/Eu8Z_Y5jsoJhGUoxUoQhioB2wv0VF2WfaYSuMQwvekp7w)) prior to your move in time and should also bring a copy of the test result for reference in the event we experience technical difficulties. Please note, you will verify your name and CSU ID# are a part a part of the file name when you upload it.

Students proving a positive test result from the past 90 days or a negative test result from the past 72 hours and students completing their rapid test result on campus will have to show their test results to Professor Glover, our University COVID-19 Coordinator at a designated location in the Health Science Building parking lot prior to be allowed to access their dorm rooms. Students will be given a wrist band once this process is complete to notify our team members they are approved to return to the dorms.

The rapid test takes 15-30 minutes from its administration to receiving a result. Once a student receives a NEGATIVE result, they will be permitted to proceed with the campus housing check-in process. If a student receives a POSITIVE result, they will check in to a room designated for ISOLATION, where they will be monitored for 10 days by the University COVID-19 Coordinator (per the same policies and procedures as the fall semester) or they can opt to return home to complete their isolation period.

While Fetter Health Care Network will be providing this service to you at no cost, they will bill your health insurance provider. COVID-19 testing is currently being covered by the majority of insurance plans nationwide with no copay.

If you do not have health insurance, Fetter Health Care Network has the ability to pay for it through federal funding. This option is only available for students who do not have insurance as this is verified

at the time the test is submitted. Due to this funding, there will be no out of pocket cost to you to get tested the day you move-in.

Students who are unable to check-in during one of our scheduled check-in times will be required to obtain COVID-19 testing on their own within 72 hours their move-in time as outlined above.

*It is important to note that while rapid testing provides an immediate test result, it has not proven as accurate as PCR testing at this time. With a slightly higher rate of false negatives, there is a chance a student could be tested, receive a negative result, and still have COVID-19. If a student who moves into their dorm room then becomes symptomatic, they will be moved to ISOLATION, and their roommate and suitemates will be required to QUARANTINE according to the same policies and procedures as the fall semester.*

## Laundry Rooms

There are laundry rooms in each of the residence halls. A laundry schedule is available for each residence hall floor per the schedule. This schedule allows residents access to the residence halls on their designated days and limits the number of people needing to do laundry simultaneously.

### ***Laundry Tips - For clothing, towels, linens, and other items.***

- Wipe down exterior laundry machines with disinfecting wipe before and after use
- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- Wear disposable gloves when handling dirty laundry from a person who is sick.
- Dirty laundry from a person who is sick can be washed with other people's items.
- Do not shake dirty laundry.
- Clean and disinfect clothes hampers.
- Remove gloves, and wash hands right away.

## Community Meetings

Every resident has a resident assistant (RA). Residents will have a Welcome Home Community Meeting the day of, or shortly following, move-in. Please talk with your resident assistant for more information. Community meetings are the first Monday of every month. These meetings will be hosted by your RA or RLC via Zoom. Zoom meetings will be scheduled by each RA at the beginning of the semester. Any student who moves to or from the hall will be notified by their RA of the Zoom meeting information.

## Room Health and Wellness Inspections

Health and wellness inspections are designed to identify health and wellness threats and the general condition of residence hall rooms. All residents are required to have a monthly room inspection. Follow-ups will occur as necessary.

During health and wellness inspections, the resident advisor will check for overall cleanliness of the room. It is each resident's responsibility to maintain a clean room and bathroom.

Monthly health and wellness inspections will be in person, and all participating parties are expected to follow the proper safety protocols in place by CSU. No more than two people may be in a room at any given time. RAs will schedule room inspections with residents monthly.

Residents are encouraged to disinfect high touch surfaces in their room and shared spaces at least

daily. Ideally, residents would disinfect high touch surfaces once in the morning and once in the evening or before and after each use. Residents, roommates, and suitemates may want to coordinate stocking bathroom hand soap. Each resident will need their own personal towel for hand drying. Regularly empty trash cans in both the bathroom and room, ensuring you thoroughly wash hands afterwards. Residents may want to have a bathroom caddy to keep their bathroom supplies to avoid potential contamination in the shared bathroom. Never set your toothbrush on the counter or in the sink.

## Isolation Packs

Residents are encouraged to create and prepare an isolation pack in case of exposure to COVID-19 or sudden onset of symptoms. Residents will want to prepare for quarantine and isolation BEFORE they are quarantined or isolated. This pack should contain items the resident does not regularly use or can go without unless in the situation in which they are quarantined or isolated. There are suggested items for an isolation pack through an online search, but we recommend to prepare the following:

- Comfortable clothes, undergarments, etc. for 14 days (laundry services may not be available or may be limited)
- A mug and/or water bottle
- Tea or coffee
- Snacks, candy, nonperishable food like peanut butter and jelly, crackers, canned goods, dry goods, condiments, raisins, and nuts
- Entertainment (laptop, tablet, PlayStation, etc.)
- Prescription medicine (a month supply may be available upon request from your pharmacy)
- Pain medicine and/or vitamins
- Books, notepad, etc.
- A pair of shoes
- Slippers or socks
- Cooler box
- Toiletries (toilet paper, soap, shampoo, etc.)

# Dining

Students will be encouraged to limit their time utilizing dining hall seating to less than 30 minutes to allow for the maximum number of students to utilize this space. Additional outdoor dining and seating options will be made available via a tented eating area on campus.

The new Student Center with a late night grill option will be open in the spring, and Java City will reopen to provide much needed coffee to our students even though seating capacity in this space will be limited.

# Student Life

While some Chapels in the Spring will be held in person at reduced capacity, all Chapels will be offered in an online platform to allow students to earn their required credits. Chapel will not be held in person when the Spring semester begins, but may be added with reduced capacity as the term progresses.

Student life activities will be adjusted to minimize large gatherings of students. The Sweet 16 calendar will be adjusted based on recommendations by the University Pandemic Task Force in response to the evolving situation in the Charleston area. Please check the BUCNATION application and your Bucmail for updates and announcements about these and other Student Life events.

Campus Recreation and Intramural Sports activities will be modified and reduced for the Spring semester in a similar fashion to the Fall semester.

The Brewer Center will continue to operate under the same guidelines and protocols as the Fall semester with close attention to cleaning, sanitation, and COVID-19 protocols.

# Travel

CSU highly recommends avoiding nonessential travel for faculty, staff, and students as travel increases the chance of getting infected and spreading COVID-19. If you must travel, please follow the [CDC guidelines for traveling](#).

# International Students

CSU is committed to following all guidance from the State Department and CDC with respect to international students and the Student and Exchange Visitor Information System (SEVIS). This includes guidelines for all students, faculty, and staff returning from international travel. The Global Education Center provides support and monitoring of these students, and the Director of the Global Education Center serves as a member of the University Pandemic Task Force. International students should work directly with the Director of the Global Education Center to ensure their safe return to campus.

University-supported international travel has been canceled through Spring 2021. CSU-sponsored study abroad trips for Spring 2021 have been cancelled.

# Student Health Services

CSU has partnered with Fetter Health Care Network for the 2020-2021 academic year to bring health services to campus. A medical provider from Fetter Health Care Network will be on campus once a week, and all students (both residential and commuter), faculty, and staff will have access to their offsite medical facilities as needed. While insurance information will be collected on everyone, CSU will cover the copay for residential undergraduate and graduate students. Faculty, staff, commuters, and part-time students are individually responsible for copays.

For urgent needs, appointments may be scheduled off-campus at a Fetter location, where students can be seen within 24 hours. Visit [fetterhealthcare.org/our-locations](https://fetterhealthcare.org/our-locations) to choose the most convenient location. To schedule an appointment, call 843-709-5989.

**Wednesdays**  
**8:30 a.m. - 1 p.m.**  
**Russell Horseshoe Parking Lot**

# Meetings and Visitors on Campus

Meetings should continue to be conducted virtually in the Spring as much as possible. Zoom, Microsoft Teams, or teleconferences should continue to be utilized as much as possible.

If an in-person meeting must be conducted, it should be in an area which allows for social distancing of 6 feet and all attendees will be required to wear a face covering. The host of the meeting is responsible for cleaning all tables, chairs, and other equipment being used with sanitizing wipes or sanitizing solution and paper towels before and after the meeting.

Campus tours are available by appointment only and require a 48-hour notice. Only one family is permitted in each group. Tour groups may not consist of more than 5 individuals. Face masks are required to tour, and social distancing will be practiced both indoors and outdoors throughout the visit.

When visitors must come to campus, appointments must be made in advance with at least a two-day notice. Visitors on campus will continue to be limited in the spring semester. In the event a visitor must come to campus, they must acknowledge they are symptom free and wear a face mask. If they are not symptom free, then any meetings should be rescheduled or held virtually. When the visitor arrives at the appropriate parking area, they should be instructed to call the CSU employee they are meeting with and verify they are symptom free and they have a face mask or covering. If they are not symptom-free, then the meeting should be rescheduled or moved to an electronic meeting.

Any events requiring outside guests on campus must be approved utilizing the COVID-19 Event Form for the spring semester. All event requests must be made at least 2 weeks in advance and will be approved on a case by case basis by the University Pandemic Task Force.

# Lab-Based Classes

Professors should maintain their currently scheduled meeting time blocks but meet with smaller groups to comply with reduced lab capacity guidelines. Existing lab sections can be divided into shorter sessions as necessary, appropriate, and feasible.

Individual professors and coordinators for multisection lab courses should identify the minimum number and types of hands-on activities necessary to satisfy the learning outcomes for each course. They will work with

their department chairs to identify how they will deliver these critical (yet higher risk) hands-on activities, given constraints imposed by lab space capacity limits, decontamination protocols, and the modified Spring 2021 academic calendar. Face masks and goggles will be required for lab activities during which 6 feet of social distancing isn't maintained. They will plan for virtual delivery of other supplementary activities and assignments so that their courses best achieve learning objectives and meet accreditation standards for weekly contact time. Single-use laboratory supplies may be necessary to deliver remote activities. Additionally, they will develop plans for meeting accessibility needs for all students, both for face-to-face and remote lab activities.

Laboratories that contain equipment that require hands-on demonstration by instructors will be equipped with web cameras and SWIVLs to ensure the lecturer, presentation, and whiteboard are visible to students. While all laboratory sessions will be recorded, students are encouraged to participate in labs in person if they are able.

Students are highly encouraged to attend lab-based sciences classes in person. Students enrolled in lab-based science classes who are seeking virtual accommodations will be required to work with the Student Success Center to obtain formal accommodations **BEFORE Drop/Add** of the Spring Semester. Those who are granted accommodations will have to work closely with their instructors to determine the best plan for delivery of the lab content and assessments.

Additionally, if a virtual learning accommodation is granted for a lab, it is completely within the purview of the professor to determine how the lab content and assessments will be delivered.

## Music Classes

Studio lessons will be virtual or in person at the discretion of the professor. Students who have concerns regarding in-person lessons may opt for remote lessons. Extra precautions for wind instruments and singing, including larger room sizes, distancing, outdoor training, and/or virtual only lessons may be implemented.

Touring is unlikely in Spring 2021 in order to keep our students safe. We will continue to monitor the public health guidelines and will adapt accordingly. Outdoor rehearsals and outdoor local performances, with appropriate physical distancing, are most likely.

Each teaching space will have access to cleaning supplies. It will be the responsibility of each person who uses a practice room to sanitize the space after each use. Incoming students are responsible for sanitizing the space upon entering for their own safety. There will be a sign in/sign out procedure as well as dedicated "empty" time between reservations for air exchange.

It will be the responsibility of each person who uses a piano to sanitize it prior to and after each use. Students/faculty must sanitize pianos before and after practice/performance.

Percussionists must wear face masks or face shields and must use their own sticks/mallets (no sharing of personal implements). Any surface touched (timpani, non-rosewood keyboard bars, cymbals, etc.) must be wiped down prior to and after use. Shared instruments (large beaters, triangles, tambourines, etc.) must be placed in the 'used' bin on the percussion cabinet and sanitized with a UVC-wand. Afterward they may be

moved to the 'clean' bin. Rosewood instruments (Adams Xylophone, some marimbas) must be sanitized with the UVC-wand. Therefore, DO NOT wipe down or spray rosewood bars.

Wind and string instruments must not be shared between students for ensembles (or techniques classes when applicable).

Each player will bring their own towel or disposable towel (disposable puppy training pads are perfect) to empty their water into during practice, lessons, and ensembles. Water should only be discharged when physically distanced from others and must be cleared/blown gently from the instrument.

All wind instruments when used indoors must have a cover over the bell. A basic shower cap will suffice. Students must provide their own cover.

## Internships

Faculty and students should be very clear about employers' expectations for in-person internships. Students must realize that in-person internships present the highest risk of exposure, and the university suggests that students should conduct their internships remotely if at all feasible. Students should also be reminded that they may be putting other members of the CSU community at risk of exposure if their internships are conducted in person. In all cases, faculty should require students to document specific and measurable outcomes of each internship experience to ensure all experiences can be evaluated effectively. It is recommended that faculty also be flexible with how internships are evaluated to adjust for public health-related changes to an internship experience. Ultimately, all decisions regarding the appropriateness of in-person internships shall lie with the program chair and dean for each academic area. Students conducting internship should provide their supervising professor with COVID-19 precautions required at the internship site.

## Clinical Experiences and Student Teaching

Programs which include clinical experiences for their students or student teaching opportunities will follow the policies and procedures outlined by their respective clinical and educational partners.

# High Risk Individuals

Adults of any age with certain underlying medical conditions are at increased risk for severe illness from the virus that causes COVID-19. Severe illness from COVID-19 is defined as hospitalization, admission to the ICU, intubation or mechanical ventilation, or death.

Adults of any age with the following conditions are at increased risk of severe illness from the virus that causes COVID-19:

- Cancer
- Chronic kidney disease
- COPD (chronic obstructive pulmonary disease)
- Heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
- Immunocompromised state (weakened immune system) from solid organ transplant
- Obesity (body mass index [BMI] of 30 kg/m<sup>2</sup> or higher but < 40 kg/m<sup>2</sup>)
- Severe Obesity (BMI ≥ 40 kg/m<sup>2</sup>)
- Pregnancy
- Sickle cell disease
- Smoking
- Type 2 diabetes mellitus

Adults of any age with the following conditions might be at an increased risk for severe illness from the virus that causes COVID-19:

- Asthma (moderate-to-severe)
- Cerebrovascular disease (affects blood vessels and blood supply to the brain)
- Cystic fibrosis
- Hypertension or high blood pressure
- Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
- Neurologic conditions, such as dementia
- Liver disease
- Overweight (BMI > 25 kg/m<sup>2</sup>, but < 30 kg/m<sup>2</sup>)
- Pulmonary fibrosis (having damaged or scarred lung tissues)
- Thalassemia (a type of blood disorder)
- Type 1 diabetes mellitus

This information was taken directly from the Centers for Disease Control and Prevention website:  
[cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html)

# Monitoring and Detection of Infection

## Daily Screening

Daily attestation and self-monitoring will be utilized. CSU has purchased access to the LiveSafe application (<https://www.livesafemobile.com>) and will use it to monitor the health of the campus population. All members of the community will be expected to complete the daily health screen (see [page 9](#) for instructions) in order to support campus disease surveillance.

**Individuals who have been authorized to return to campus MUST conduct symptom monitoring every day using the LiveSafe application before coming to campus or leaving their residence hall room.**

Daily symptom monitoring using the LiveSafe application is mandatory. It is the individual student or employee's responsibility to comply. A student who does not live on campus must be free of ANY symptom related to COVID-19 to be on campus or participate in activities on campus. A residential student must be free of ANY symptoms related to COVID-19 to participate in activities on campus.

According to the CDC, symptoms of COVID-19 may appear 2 to 14 days after exposure to the virus. These symptoms or combination of symptoms include:

- Fever or 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

A daily health check has been created within the LiveSafe app for daily self-monitoring that must be completed by every faculty member, staff, or student prior to coming to campus for activities or prior to leaving their residential space. Students, faculty, and staff will be required to affirm their health daily through completion of this health check. Prior to admittance to on campus facilities, individuals must display their badge (i.e., green check) along with the date and time of their health check from the application. Failure to complete the health check, or inability to affirm health resulting in a "red X" will prevent access to on campus facilities.

These efforts will continue to be supported by our **University Infection Control/COVID-19 Coordinator, occupied by Laurel Glover, Assistant Professor of Public Health**. This position comes from a partial reassignment of a current Assistant Professor of Public Health, who will coordinate all aspects of daily attestation and monitoring, including maintaining the LiveSafe application and its attendant data collection, analyzing and sharing data with the appropriate entities, and serving as a liaison/point of contact on campus and within the greater Charleston

community. Follow-up for those who do not complete the daily attestation will be a coordinated effort by Professor Glover, the division of Student Affairs (for students) and Human Resources (for faculty and staff).

A student, faculty, or staff member who has symptoms, including a fever of 100 °F or greater, must contact Prof. Glover at [covid19@csuniv.edu](mailto:covid19@csuniv.edu) or indicate their symptoms via the LiveSafe application, in which case she will contact the individual via email. Students, faculty, and staff flagged as potentially exposed to or demonstrating symptoms of COVID-19 by the LiveSafe daily health check will be contacted via email by the Prof. Glover or another member of the University Pandemic Task Force for further investigation and instruction, including the need to quarantine/isolate.

If symptoms are severe requiring additional medical services, the individual should seek emergency medical attention immediately. **If symptoms are not severe enough to require emergency medical care, then, for the safety of others, it is extremely important to avoid all contact with others, wear a face mask, and remain home until instructions are received.**

Students are responsible for contacting their professors if they are in quarantine or isolation to alert them that they will miss in person classes and will be taking classes remotely.

## Disease Surveillance

CSU will utilize and analyze the data from the daily LiveSafe health check to support disease surveillance across the university. This data will be utilized to determine hotspots, particularly in residence halls, classrooms, and groups (e.g., athletic teams). Management of this process will involve Professor Glover and the University Pandemic Task Force's Public Health and Medical subcommittee. This will help ensure both the integrity and accuracy of the data and will protect individual privacy using existing data protocols for data classification.

As of this writing, in consultation with public health officials, CSU has determined that university-wide random testing shall not be implemented because testing resources are limited.

## Disease Containment

The University Infection Control/COVID-19 Coordinator will handle containment of disease by providing instruction to students, faculty, and staff affected by the virus. Individuals identified as reporting symptoms of COVID-19 or close contact with an infected person will be contacted via email to determine appropriate action. If no response is received, a phone call will follow. CSU is prepared to maintain and share records (consistent with the university's policies on privacy) that can be used to identify students who may have been a close contact (e.g., in the same class, meeting, or residence hall). Close contact(s) of a positive case will need to quarantine. For COVID-19, a close contact is identified as anyone who was within 6 feet of an infected person for at least 15 minutes (even if both individuals were wearing cloth masks) starting from 48 hours before illness onset (or, for asymptomatic patients, two days prior to positive specimen collection) until the time the patient is isolated. **Only those faculty, staff, and students considered close contacts of a potential case will be contacted. If an individual is NOT contacted, they are not considered exposed and need not reach out.**

## Quarantine and Isolation of Residential Students

All students, faculty, and staff who have a confirmed case (i.e., positive test) of COVID-19 or have been exposed to a confirmed case (i.e., close contacts) are expected to follow CDC guidelines for quarantine or isolation. Unless otherwise advised by the health department, **local residential students placed in quarantine or isolation may elect to go home rather than quarantining or isolating on campus in a dedicated space.**

CSU is prepared to support the isolation and quarantine of residential students.

Students testing positive for COVID-19 will be placed in an isolation space (which may be shared with other

students who test positive should individual room assignments not be possible).

Students reporting symptoms of COVID-19 will be placed in an isolation space (which may be shared with other symptomatic students should individual room assignments not be possible; symptomatic students SHALL NOT be placed in isolation rooms with students who have a confirmed positive PCR result).

**Confirmed or symptomatic faculty and staff shall isolate at home.**

The duration of isolation of symptomatic or confirmed cases will be at least 10 days from symptom onset. To exit isolation, faculty, staff, and students will need to be fever free for at least 3 days (72 hours) with an accompanying improvement or resolution of respiratory symptoms. Students in isolation will be monitored daily using the LiveSafe App.

**Students in isolation will have access to a pulse oximeter and thermometer to monitor their heart rate, oxygen saturation, and temperature.**

Students who are determined to be close contacts of confirmed positive cases will be expected to quarantine in their rooms if they live residentially. Commuters, faculty, and staff will be expected to quarantine at home. While a 14-day quarantine after exposure to a COVID-19 case is the most effective means to prevent additional transmission of SAR-COV-2, the CDC has proposed two additional options to increase compliance and reduce the burden on those in quarantine, which the University Pandemic Task Force will adopt for the Spring 2021:

Students, faculty, and staff will either complete 14-day quarantine if the contact remains asymptomatic OR a 7-day quarantine if the contact remains asymptomatic and tests negative for SARS-COV-2 via PCR or antigen-based testing at least 5 days after the exposure occurs. It is important to note that testing at the onset of quarantine (prior to Day 5) can help identify asymptomatic cases but does not shorten the quarantine period. Those ending quarantine early must continue monitoring of symptoms until Day 14 and must contact Prof. Glover if they develop symptoms immediately.

To support this plan for residential students, CSU has identified appropriate **on-campus residential spaces** should a residential student need to be isolated.

Eighty beds have been set aside in **the Quads for isolation**. Should the number of residential students requiring isolation exceed 80 or should the ratio of men to women requiring isolation dictate that CSU does not have capacity to support any further isolation students, the University Pandemic Task Force shall address the need to convert the campus to online learning only.

Quarantine and isolation spaces will be equipped and supported appropriately. The CSU Residence Life staff will manage these spaces. The role involves coordinating a variety of different activities. This includes: room assignments, check-in and out, meal delivery (from Aramark), stocking and distributing supplies (water, snacks, and medication for fever relief), preparing “quarantine kits,” ensuring adequacy of COVID-19 supplies (e.g., thermometer), coordinating with the University Infection Control/COVID-19 Coordinator for admission and discharge from quarantine/isolation, managing linens, trash removal, retrieval of personal items and academic materials and working with the Physical Plant to schedule cleaning.

Residence Life and the Physical Plant have developed protocols for closing and cleaning residential spaces following suspected or confirmed cases of COVID-19. These protocols include clear criteria for cleaning a residence hall room in accordance with CDC guidance.

# Trigger Points for Campus Closure and Move to Remote Learning

Barring a requirement from SCDHEC and/or the Office of the Governor, CSU does not anticipate a scenario in which university operations will “shut down” or cease completely due to the university closing. As demonstrated by the move to remote instruction and work in Spring 2020, the vast majority of university operations – including the core academic mission of providing quality instruction – can be performed remotely.

A return to remote learning and closure of campus offices would be necessary in the event that a local, state, or national shelter in place advisory or restriction is issued which requires remote-only learning. A return to remote learning and closure of campus offices would also be necessary if *two or more of the following criteria* are met:

- Sustained negative trends in public health data
  - Increased prevalence of disease, as measured by established epidemiological metrics
- A surge in cases coupled with increased severity of illness among campus demographic cohorts
- Limitations in hospital bed capacity restricting access to healthcare services in the Charleston area
  - Total hospital bed occupancy rate exceeds previously established thresholds in Charleston, Dorchester, and/or Berkeley county (2 of 3 counties required)
- Insufficient testing capacity in the Charleston area
- Broad scale breakdown in adherence/compliance to sound public health principles
- Supply chain or capacity constraints that undermine CSU’s repopulation, monitoring, and containment plans (i.e., insufficient supplies for disinfection, lack of PPE)
- Self-isolation capacity for the residential population exceeds 10% of the residential student population or the proportion of male to female infected residential students exceed capacity limitations on campus

Residential closure, requiring the majority of residential students to move off-campus would involve a determination that any of the following conditions applied:

- The university lacks sufficient quarantine/isolation space
- The capacity of local health care facilities is insufficient
- Dining operations with delivery to students in quarantine/isolation are not sustainable