



Southern Oregon University Pandemic Resumption of Activities Plan

This plan was developed in partnership with Southern Oregon University
leaders, faculty, students, staff in close collaboration with:

Jackson County
Jackson County Public Health
Oregon Health Authority
State of Oregon COVID-19 Executive Orders
Oregon Public Universities, Community Colleges, and Private Colleges

Introduction

Southern Oregon University has been engaged with local, regional, statewide, and national resources in preparing to resume operations and engage with students, faculty, and our community. Planning for resuming activities is a complex endeavor but one that has been highlighted by an incredible amount of cooperation, dedication, and commitment to the safety and health of the Raider family. The overarching principle guiding our planning is to maintain the health and safety of our students, faculty and staff, and our community.

Given the relatively low prevalence of COVID-19 in Jackson County, SOU is in a reasonable position to follow Jackson County in resuming University activities. As we do so, the collaboration with local and statewide health and government officials will continue and will align with county readiness standards and guidance from the Oregon Health Authority.

SOU's Resumption Plan includes a number of prevention and response guidance protocols to both prevent and limit the spread of the virus while moving ahead to a modified in-person experience for students in fall 2020. SOU will design and maintain classrooms, labs, workspaces, activities and events that prioritize public health and safety utilizing the following design principles:

- Maximize the physical distancing of participants to follow current CDC and OHA guidelines
- Staggered and modified schedules
- Reduced density
- Enhanced cleaning
- Continued use of technology for meetings
- Close cooperation with local health authorities for prevalence testing and contact tracing
- Public health messaging
- Personal responsibility and public decency

Additionally, the plan aligns with Governor Brown's "Reopening Oregon Framework," including "Prerequisites for Phased Reopening of Oregon." These criteria (listed below) are set at the statewide level and are applicable by County. SOU's Incident Response Team and Resumption of Activities Working Group consults regularly with local authorities to confirm the following components of readiness to resume onsite activity. For both testing and contact tracing, local capacity through Jackson Public Health and regional healthcare providers exceeds demands in Jackson County.

- Declining prevalence of COVID-19
- Minimum Testing Regimen
- Contact Tracing System
- Isolation Facilities
- Statewide Sector Guidelines
- Sufficient Healthcare Capacity
- Sufficient PPE Supply

Since the pandemic began, SOU operates within a culture of care and acknowledges the emotional, physical, and other impacts that the pandemic has on the SOU community. COVID-19 disproportionately

affects those with underlying medical conditions and those with historic and systematic limited access to health care. SOU also acknowledges the disproportionate impact that COVID-19 is having on vulnerable populations and communities of color. As such, SOU is committed to providing a culture of care and protection as we move toward a resumption of activities.

Planning Structure

In the winter 2020 term, President Linda Schott established SOU's Incident Response Team (see Appendix A for membership) to manage SOU's response to COVID-19. As the State began deliberations on how to resume activities, the following Resumption Team was established at SOU to develop our resumption plans.

Co-Chairs

Janet Fratella, Vice President for University Advancement

Dr. Neil Woolf, Vice President for Enrollment Management and Student Affairs

Members

Dr. Clayton Austin
Jackson Baures, Jackson
County
Max Brooks
Staci Buchwald
Taylor Burke
Ben Corley
Tracey Culbertson
Anna D'Amato
Russell Deen
Dr. Sherry Ettlich
Cynthia Ferrendelli
Drew Gilliland
Dr. David Humphrey
Rachel Jones
Dr. John King
Alana Lardizabal
Hugues Lecomte
Dr. Jesse Longhurst
Scott Malbaurn
Dr. Joan McBee
Kelly Moutsatson
Sabrina Prudhomme
Matt Sayre
Britney Sharp
Dr. Karen Stone
Jeanne Stallman
John Stevenson
Dr. Matt Stillman

Kay Swader
Dale Vidmar

Plan Framework

Chairs: Dr.
Sherry Ettlich;
Dr. Joan McGee

Instruction
and
Research

Workforce,
Travel, and
Public
Health

Chairs: Alana
Lardizabal; Anna
D'Amato; Dr.
Matt Stillman

Student
Services/
Activities

Events,
Camps,
Athletics

Chairs: Taylor
Burke; Staci
Buchwald

Chairs: Matt
Sayre; Dr. David
Humphrey

Principles of Resumption

SOU is committed to providing the greatest level of choice and flexibility to support student access, academic progression, and success. The following principles serve as the foundation to SOU's Resumption Plan.

Collaboration with Local Authorities

- Jackson County and local health care providers currently have sufficient capacity to provide appropriate contact tracing and testing. SOU consults regularly with our county health officials to maintain readiness standards established by Governor Brown.
- If needed, SOU will provide assistance to Jackson County and local health care providers for contact tracing and testing.

Onsite Activities

- The health and safety of the students, faculty and staff, and community is our first priority
- To the maximum extent allowable under official public health standards, SOU will seek to resume in-person, on-site activities.
- Until there is a reliable treatment or readily available vaccine, SOU will operate in a low-density, mixed learning modality framework.
- SOU will comply with appropriate small and large group activity standards established by the Oregon Health Authority and Jackson County.

Instructional Delivery

- In-person courses may be taught in modified formats to comply with physical distancing, which could include a combination of in-person time in the classroom, video conferencing, and distance learning.
- Lower density and room capacity for classrooms, labs, workplaces, and events will continue until a reliable treatment or vaccine is readily accessible.

Workplace

- SOU will phase the return of employees to the workplace to minimize the impact community spread.
- SOU will provide employees and supervisors with flexibility in determining if employees will return to work or remain working remotely. This flexibility is dependent on job duties and supervisor approval.
- Employees most at risk should remain working remotely until there is a vaccine or reliable treatment readily available. Where remote is not possible, individuals with health conditions may request a reasonable accommodation through the Office of Human Resources.

- Not all SOU employees will always have the ability to work from home given the respective job requirements. In these cases, the public health measures implemented are designed to promote a safer working environment.

Face Coverings

- Face coverings are an effective measure in minimizing the spread of the virus.
- Face coverings are a sign of communal respect and concern of care for fellow SOU community members.
- SOU will require the use of face coverings, as explained below according to the designated Phase, until either health guidance is updated or a vaccine or effective treatment are readily available.

Timeline

- SOU anticipates being in Phase 1 through July 2020, and will begin moving to Phase 2 beginning on or around August 1, 2020.
- SOU will continue to consult with local government and health authorities on phase timelines.

Enhanced Cleaning

- Following CDC guidelines, SOU will increase the cleaning and disinfecting of high traffic and high touch areas.
- SOU will provide appropriate cleaning materials for classrooms, labs, and spaces on campus for the community to take care of the space they utilize.

Phased Approach

SOU's Resumption Plan follows the phased approach established by Governor Kate Brown and will align with Jackson County. As Jackson County is approved for phase 1, 2, or 3, SOU will follow suit. Restrictions will be slowly lifted to provide a measured approach to resumption of activities and to not cause an unacceptable rise in cases. Please note, phase 3 equates to normal operations prior to COVID-19 and will be approved when a vaccine or reliable treatment is readily available.

Phase 1

Plan Details

Workforce, Travel, and Public Health

The health and safety of the SOU community is our top priority. SOU is actively working to mitigate the spread of the virus, even while taking steps to resume activities. We are grateful for the public health environment within Jackson County and our region and are particularly thankful to work closely with Jackson County officials and local healthcare providers. Currently, local health care providers have ample capacity to meet testing and contact testing readiness standards. SOU stands ready to assist with testing and contact tracing practices should public health and healthcare authorities deem it necessary.

Public Health

	PHASE 1
Physical distancing - Students/Staff/Visitors	<ul style="list-style-type: none"> • Buildings are closed to the general public for non-university business. • Physical distancing appropriate will be maintained to circumstances per CDC and/or OHA guidelines. • Barriers/plexiglass will be installed in customer service settings (i.e. RSS, SFC, SRC, SHWC, etc.) as well as in classrooms (i.e. podiums as appropriate).
Face Coverings and Alternatives	<p>All staff, faculty, and students are required to use cloth face coverings, or an appropriate alternative, when physically present in enclosed public or common areas. Face coverings should be worn in combination with other measures, such as physical distancing and proper hand washing. Alternatives to a cloth face cover may include clear plastic face shields, disposable medical-grade mask, scarfs, gators, or other similar wraps.</p> <p>Campus settings that require the use of face coverings:</p> <ul style="list-style-type: none"> • Spaces where physical distancing cannot be met (i.e. hallways, doorways, elevators, stairwells) • In-person classroom settings (indoors) • Student Health and Wellness Center • Shared lab and computer labs • Student Recreation Center where shielding does not exist • Dining locations and retail spaces (bookstore, Landing, The Hawk) • Common areas within university buildings • Other spaces as designed by posted signage <p>Alternatives to a cloth face covering should be considered in the following circumstances:</p> <ul style="list-style-type: none"> • People under the age of two or anyone unable to remove the covering without assistance • Those with specific health conditions, including people with difficulty breathing

	<ul style="list-style-type: none"> • Those with a heightened sensitivity to having something placed over their face • Those who are engaged in teaching, advising, or other activities where people with a hearing impairment may be present <p>Exceptions to the use of cloth face coverings:</p> <ul style="list-style-type: none"> • When the use goes against documented industry best practices for a specific position, or by law or regulation, including the use of standard PPE per OSHA standards • When working alone in an enclosed workspace, such as an office • When working out in the student recreation center where alternative shielding is provided • When exercising outdoors as long as a minimum of 6 feet of physical distancing is maintained at all times <p>Enforcement</p> <ul style="list-style-type: none"> • No person will be restricted from participation if they are not able to wear a cloth face covering or alternative for a reason listed above. • Individuals who are unable or refuse to wear a face covering or alternative in designated university spaces may be referred to remote-only service if available. • Non-compliance with the face covering requirement is not subject to the Student Code of Conduct. <p>Additional information:</p> <ul style="list-style-type: none"> • SOU will provide members of the SOU community with a cloth face covering (or alternative) if needed. • SOU has zero tolerance for abuse, bias or discrimination of others related to their use or non-use of a face covering, including but not limited to acts of shaming persons for wearing a mask, acts of shaming persons for not wearing a mask, or abuse of an employee, student, or other person for attempting or requesting adherence of the requirement that masks be worn in the manner required.
--	--

Return to Work

PHASE 1	
Workforce Return to Work	<p>Current Executive Orders 20-17 (expires 6/13/20) limits on-campus operations to critical functions as defined by the institutions.</p> <p><u>SOU Phase 1a</u></p> <ul style="list-style-type: none"> • Continue current operational protocols thru 6/30/2020 • SOU summer academic continuity largely remote/online and will defer to all other academic offerings as prescribed by Instruction/Research Resumption Planning Team

	<p><u>SOU Phase 1b</u> On or around 7/1/2020: Special academic programs only (e.g. field-based classes, labs, etc.)</p> <p>On or around 8/1/2020:</p> <ul style="list-style-type: none"> ● Limit on-campus operations only to critical functions (shift from skeleton crew to moderate staffing 25-50% or as required for special academic/business continuity, spacing, physical distancing, and protecting vulnerable populations). Telework other 50-75% who can effectively perform duties ● To assist with general health and contact tracing, employees will complete a daily self-health checks/questionnaire (see Appendix B) if working on campus. ● Where appropriate, staggered schedules for those in close indoor physical proximity ● Continue to utilize virtual meeting technologies where feasible ● Maintain physical distancing of a minimum of six-feet in shared, common spaces ● Restrict occupancy of indoor common areas where people are likely to congregate ● Increased cleaning/high touch surfaces in active buildings and in accordance with CDC guidelines + higher SOU standards (e.g. cleaning kits, hand sanitizers, etc.) ● No in-person gatherings/meetings over 25 persons ● Mandate the updating of Department Business Continuity Plans (Director Level) ● Designate Building Managers/Directors as Covid-19 Supervisors ● Maintain an internal/external Visitors Log
<p>Special Considerations</p>	<ul style="list-style-type: none"> ● Continuing telework for vulnerable individuals or other mitigation efforts where telework is not an option. ● Require medical practitioner completion of the SOU HR Accommodation Request Form ● COVID-19 and school closure leave requests require completion of the SOU HR Federal COVID-19 Emergency Family and Paid leave Request Form ● SOU will allow Telework in Phase 1 where duties can be effectively performed
<p>Single Occupancy Office Space</p>	<ul style="list-style-type: none"> ● Continue telework or phases return to work as identified by supervisor ● Limit on-campus operations only to critical functions (shift from skeleton crew to moderate staffing 25-50% or as required for business/academic continuity, spacing, physical distancing, and protecting vulnerable populations) ● Restrict occupancy of indoor common areas where people are likely

	to congregate
Shared Office Space	<ul style="list-style-type: none"> • Open with monitored physical distancing • No greater than 50% occupancy or cohort shifts • Limit on-campus operations only to critical functions (shift from skeleton crew to moderate staffing 25-50% or as required for business/academic continuity, spacing, physical distancing, and protecting vulnerable populations) • Restrict occupancy of indoor common areas where people are likely to congregate

University Travel

	PHASE 1
Essential Domestic	<ul style="list-style-type: none"> • Limited/by approval only by appropriate Vice President; consistent with CDC travel guidelines. • If travel crosses county or state lines, please consult with University General Counsel. • “Essential” shall be defined by an appropriate supervisor within a given division.
Essential International	Limited/by approval only by appropriate Vice President; consistent with CDC travel guidelines
Non-Essential Travel	Suspended
Study Abroad	Suspended
International Students	New spring and summer programs suspended. International students in the US are able to continue studies through online remote learning for spring and summer term

Instruction and Research

Instruction

	PHASE 1
Large Group Didactics (Lecture)	Hybrid, distance learning, video conferencing or a combination thereof
Small Group Interaction (Discussion Sections)	Hybrid, distance learning, video conferencing or a combination thereof with limited exceptions approved by Division Director <ul style="list-style-type: none"> ● Provide 35 square feet per participant ● Monitored physical distancing ● Enhanced cleaning ● Small groups of 25 or less
Instruction – Labs	Hybrid, distance learning, video conferencing or a combination thereof with limited exceptions approved by Division Director <ul style="list-style-type: none"> ● Provide 35 square feet per participant ● Monitored physical distancing ● Enhanced cleaning ● Small groups of 25 or less
Internships	Hybrid, distance learning, video conferencing or a combination thereof with limited exceptions approved by Division Director
Computer Labs	Hybrid, distance learning, video conferencing or a combination thereof
Studios	Hybrid, distance learning, video conferencing or a combination thereof
Field Work	Hybrid, distance learning, video conferencing or a combination thereof with limited exceptions approved by Division Director <ul style="list-style-type: none"> ● Monitored physical distancing ● Provide for 35 square feet per participant ● Small groups of 25 or less
Library	<ul style="list-style-type: none"> ● Remains closed to the general public ● Reduced hours and occupancy as posted ● Monitored physical distancing ● Enhanced cleaning
Library - Research Services	<ul style="list-style-type: none"> ● Open regular hours via chat ● Computer access with physical distancing
Library – Tutoring	<ul style="list-style-type: none"> ● Virtual tutoring by appointment 24 hours in advance ● Online tutorials as posted
Library – E. Classrooms	<ul style="list-style-type: none"> ● Closed
Library – Study Rooms	<ul style="list-style-type: none"> ● Limited access to one student at a time by request ● Enhanced cleaning

Library – Program/Course Implementation	<ul style="list-style-type: none"> ● Distance learning instruction through online modules ● Limited solitary work with one supervisory faculty member present ● One-on-one consulting via Zoom
--	---

Research

	PHASE 1
On-campus Labs	<ul style="list-style-type: none"> ● Partially open with physical distancing and 50% or less capacity dependent on space configuration ● Enhanced cleaning
Field/On-location	<ul style="list-style-type: none"> ● Essential only ● Solitary only, within driving distance
Human Subjects	Distance learning only
Regulated Animals	<ul style="list-style-type: none"> ● Partially open with physical distancing and 50% or less capacity dependent on space configuration ● Enhanced cleaning

Athletics and Events

Athletics

In addition to guidance issued by state and local authorities, SOU Athletics complies with the National Association of Interscholastic Athletics (NAIA), the Cascade Collegiate Conference (CCC), and the Frontier Conference. As guidance is issued by the entities above, SOU will update standards as appropriate.

	PHASE 1
Athletic Training and Practices	<ul style="list-style-type: none"> • Less than 10 participants • Voluntary practices • Strict physical distancing • No contact
Sports Medicine	<ul style="list-style-type: none"> • One-on-one sessions with face coverings and physical distancing • Outdoor rehab preferred
Football	<ul style="list-style-type: none"> • Less than 10 participants • Outdoor strength and conditioning • Skill training only • No footballs • Spaced arrival and departure times
Volleyball	<ul style="list-style-type: none"> • Outdoor and sand conditioning • No volleyballs • 3-6 participants
Soccer	<ul style="list-style-type: none"> • Personal soccer ball and cones only • Conditioning • 10-yard spacing minimum
Cross Country	<ul style="list-style-type: none"> • Prescribed workouts with monitored physical distancing
Winter/Spring Sports	<ul style="list-style-type: none"> • Outdoor workouts in Raider Stadium • Staggered use by team • Physical distancing
Sporting Venues	Resumption decisions made in consultation with Public Health Authorities and Athletic Conferences - Only outdoor facilities opened and tightly monitored.
Lithia Gymnasium	<ul style="list-style-type: none"> • Closed • Face coverings or alternatives in common areas for staff
Raider Stadium	<ul style="list-style-type: none"> • Restricted access to staff and student-athletes • Coaches scheduling 1-hour sessions • No restroom or locker room access

	<ul style="list-style-type: none"> • No groups larger than 10 participants
University Softball Field	<ul style="list-style-type: none"> • Closed
Stadium Weight Room	<ul style="list-style-type: none"> • Outdoor weight room located on tennis courts • No more than 8 participants at a time • Monitored physical distancing
Recruiting (All Venues)	<ul style="list-style-type: none"> • Less than 5 participants for recruiting tours • Monitored physical distancing

Performance/Events Venues

The performance and event venues at SOU are closed during Phase 1.

Student Services

SOU will abide by guidance provided by state executive orders, Oregon Health Authority guidance, and local health authorities relative to group gatherings (see Public Health above). In some cases, SOU may be more restrictive than state or local guidance. SOU will provide education and when appropriate, adjudication according to the Student Code of Conduct for students who do not adhere to gatherings and activities guidance.

	PHASE 1
Student Union	Closed to general public and offices within are operating remotely
International Programs	Closed to general public and offices within are operating remotely
Bookstore	Closed to general public and offices within are operating remotely
Admissions	Remote operations
Housing	<ul style="list-style-type: none"> ● Full desk operations available within normal operating hours ● Residents shall be placed in rooms where each resident shall have no less than 64 square feet per resident. ● Post clear signage in all common areas of residence halls and dining centers providing information on physical distancing, encouraging regular and proper handwashing, and urging individuals with symptoms to isolate. ● Limit group sizes to 10 people or fewer with appropriate physical distancing and face coverings. People in the same party and seated at ● Identify and hold isolation spaces on-campus in number commensurate to the conditions, density, and configurations of the residential buildings. ● Increased cleaning frequency of high touchpoint areas (door handles, elevator buttons, etc.) ● Increase frequency and depth of cleaning in common areas such as bathrooms, community kitchens, laundry rooms. ● Common areas in residence halls (lounges, study rooms, tv lounges, etc.) may open with limited furniture ensuring six-foot distance between individuals in the space.
Dining	<ul style="list-style-type: none"> ● Hawk closed through summer term ● The Landing open with limited hours <p>In food preparation and serving areas:</p> <ul style="list-style-type: none"> ● Wear gloves at all times when handling food ● Reinforce meticulous handwashing protocols ● Have employees wear gloves when performing cleaning, sanitizing and disinfecting activities. ● Increased cleaning protocols in residence halls and dining centers <p>In dining centers and other retail food locations:</p> <ul style="list-style-type: none"> ● Provide all condiments in single service packets or from a

	<p>single-service container;</p> <ul style="list-style-type: none"> ● Disinfect customer contact surfaces in servery areas frequently; ● Not offer open self-service operations such as buffets and salad bars; ● Through floor markings, signage, and verbal direction, provide guidance to customers to maintain six feet of separation while ordering and waiting in line; ● Disinfect customer contact surfaces at tables, including seats, and all other touchpoints frequently.
Student Events	Remote operations
Student Health and Wellness Center	<ul style="list-style-type: none"> ● On-campus operations limited to critical functions ● All other functions remote
Student Recreation Center	Closed, remote programming available
Raider Student Services	<ul style="list-style-type: none"> ● On-campus operations limited to critical functions ● Student appointments available for critical in-person services ● All other functions are remote

Phase 2

Plan Details

Workforce, Travel, and Public health

The health and safety of the SOU community is our top priority. SOU is actively working to mitigate the spread of the virus, even while taking steps to resume activities. We are grateful for the public health environment within Jackson County and our region and are particularly thankful to work closely with Jackson County officials and local healthcare providers. Currently, local health care providers have ample capacity to meet testing and contact testing readiness standards. SOU stands ready to assist with testing and contact tracing practices should public health and healthcare authorities deem it necessary.

Public Health

	PHASE 2
Physical distancing - Students/Staff/Visitors	<ul style="list-style-type: none"> • Limit any nonessential visitors, volunteers, and/or activities involving external groups or organizations as possible, especially those that are not from the local geographic region. • Physical distancing will be maintained to circumstances per CDC and/or OHA guidelines. • Barriers/plexiglass will be installed in customer service settings (i.e. RSS, SFC, SRC, SHWC, etc.) as well as in classrooms (i.e. podiums as appropriate).
Face Coverings and Alternatives	<p>All staff, faculty, and students are required to use cloth face coverings, or an appropriate alternative, when physically present in enclosed public or common areas. Face coverings should be worn in combination with other measures, such as physical distancing and proper hand washing. Alternatives to a cloth face cover may include clear plastic face shields, disposable medical-grade mask, scarfs, gators, or other similar wraps.</p> <p>Campus settings that require the use of face coverings:</p> <ul style="list-style-type: none"> • Spaces where physical distancing cannot be met (i.e. hallways, doorways, elevators, stairwells) • In-person classroom settings (indoors) • Student Health and Wellness Center • Shared lab and computer labs • Student Recreation Center where shielding does not exist • Dining locations and retail spaces (bookstore, Landing, The Hawk, etc.) • Common areas within university buildings • Other spaces as designed by posted signage <p>Alternatives to a cloth face covering should be considered in the following circumstances:</p> <ul style="list-style-type: none"> • People under the age of two or anyone unable to remove the covering without assistance

	<ul style="list-style-type: none"> ● Those with specific health conditions, including people with difficulty breathing ● Those with a heightened sensitivity to having something placed over their face ● Those who are engaged in teaching, advising, or other activities where people with a hearing impairment may be present <p>Exceptions to the use of cloth face coverings:</p> <ul style="list-style-type: none"> ● When the use goes against documented industry best practices for a specific position, or by law or regulation, including the use of standard PPE per OSHA standards ● When working alone in an enclosed workspace, such as an office ● When working out in the student recreation center where alternative shielding is provided ● When exercising outdoors as long as a minimum of 6 feet of physical distancing is maintained at all times <p>Enforcement</p> <ul style="list-style-type: none"> ● No person will be restricted from participation if they are not able to wear a cloth face covering or alternative for a reason listed above. ● Individuals who are unable or refuse to wear a face covering or alternative in designated university spaces may be referred to remote-only service if available. ● Non-compliance with the face covering requirement is not subject to the Student Code of Conduct. <p>Additional information:</p> <ul style="list-style-type: none"> ● SOU will provide members of the SOU community with a cloth face covering (or alternative) if needed. ● SOU has zero tolerance for abuse, bias or discrimination of others related to their use or non-use of a face covering, including but not limited to acts of shaming persons for wearing a mask, acts of shaming persons for not wearing a mask, or abuse of an employee, student, or other person for attempting or requesting adherence of the requirement that masks be worn in the manner required.
Education	<ul style="list-style-type: none"> ● Prior to returning to SOU, provide all students, staff, and faculty a checklist of health and safety best practices. ● Provide regular communications on how to keep the individual and community safe. ● Post appropriate public health signage across campus of best practices for face coverings, hygiene, physical distancing, and health screening.
Gathering Capacity Limit	<p>Except as described in (b), the gathering size limit is:</p> <ul style="list-style-type: none"> a) A maximum of 50 people indoors A maximum of 100 people outdoors

	<p>b) The gathering size for Venues, Restaurants, Indoor and Outdoor Facilities and Fitness-related Organizations is:</p> <ul style="list-style-type: none"> ○ A maximum of 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as described in “Distance and Occupancy” below), whichever is less
<p>Distance and Occupancy</p>	<ul style="list-style-type: none"> ● Determine maximum occupancy of each indoor and outdoor venue to maintain 6 feet of physical distance between parties, and limit the number of individuals on the premises accordingly. Use 35 square feet per person to determine maximum occupancy. ● Maintain physical distancing of at least six (6) feet between people, except that members of the same party (household) can participate in activities, stand in line together and do not have to stay six (6) feet apart. A distance of at least six (6) feet must be maintained between parties. ● Determine seating and or configuration to comply with all physical distancing requirements. If providing food and beverage at the venue, determine seating and configuration of the food and beverage area using the Restaurant and Bar guidance. ● Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may congregate. ● Do not combine parties or allow shared seating for individuals not in the same party. ● Remove or restrict seating or standing areas to facilitate the requirement of at least six (6) feet of physical distance between parties. ● Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots. ● Configure outdoor space to ensure that parties contain no more than 10 people. For example: do not set tables for more than 10 people at a table or configure concert seating in groups of more than 10 seats.

Return to Work

PHASE 2	
<p>Workforce Return to Work</p>	<p>On or around September 1, 2020 through November</p> <p><u>SOU Phase 2a</u></p> <ul style="list-style-type: none"> ● On-campus operations shift from moderate to suitable 50-75% staffing levels or as required for academic/business continuity, physical spacing, and protecting vulnerable populations. ● Completion of the daily self-health questionnaire (see appendix B) ● Staggered schedules for those in close indoor physical proximity

	<ul style="list-style-type: none"> • Continue to utilize technology for virtual meetings • Physical distancing of 6 feet and/or 35 square feet per person in an indoor space. • Limit occupancy of indoor common areas where people are likely to congregate. • Increased cleaning of high touch surfaces in accordance with CDC guidelines • No in-person gatherings/meetings of over 50 persons indoors, 100 persons outdoors, or a maximum of 250 persons, including staff, or the number of persons based on a determination of capacity (square footage/35 square feet per person), whichever is less. • Require usage of face coverings as described earlier in Public Health • Designate building managers/Directors as COVID-19 supervisors. • Maintain an internal and external visitors log to assist with contact tracing <p>Phase 2b, November 25, 2020 through January 3, 2021</p> <ul style="list-style-type: none"> • Limit on-campus operations to critical functions • Follow Phase 1 guidelines
Special Considerations	<ul style="list-style-type: none"> • Continuing telework for vulnerable individuals or other mitigation efforts where telework is not an option. • Require medical practitioner completion of the SOU HR Accommodation Request Form • COVID-19 and school closure leave requests require completion of the SOU HR Federal COVID-19 Emergency Family and Paid leave Request Form • SOU will allow Telework in Phase 2 where duties can be effectively performed
Single Occupancy Office Space	<ul style="list-style-type: none"> • Continue telework or phases return to work as identified by supervisor • Limit on-campus operations only to critical functions (shift from skeleton crew to moderate staffing 50-75% or as required for business/academic continuity, spacing, physical distancing, and protecting vulnerable populations) • Limit occupancy of indoor common areas where people are likely to congregate
Shared Office Space	<ul style="list-style-type: none"> • No greater than 75% occupancy or cohort shifts • Limit on-campus operations only to critical functions (shift from skeleton crew to moderate staffing 50-75% or as required for business/academic continuity, spacing, physical distancing, and protecting vulnerable populations) • Limit occupancy of indoor common areas where people are likely to congregate
Construction	<ul style="list-style-type: none"> • Construction contractors are required to practice physical

	distancing and are required to wear appropriate face coverings
--	--

University Travel

	PHASE 2
Essential Domestic	<ul style="list-style-type: none"> Limited/by approval only by appropriate Vice President; consistent with CDC travel guidelines. If travel crosses county or state lines, please consult with University General Counsel.
Essential International	<ul style="list-style-type: none"> Limited/by approval only by appropriate Vice President; consistent with CDC travel guidelines.
Non-Essential Travel	<ul style="list-style-type: none"> Limited/by approval only by appropriate Vice President; consistent with CDC travel guidelines.
Study Abroad	<ul style="list-style-type: none"> Consistent with CDC and US Department of State guidelines Fall 2020: target decision date of August 1, 2020, to suspend or allow fall term programs (will vary based on destination country and program/partner university standards). Winter 2021: target decision date of December 1, 2020, to suspend or allow winter term programs (will vary based on destination country and program/partner university standards). Faculty led program decisions may adjust the timeline taking into account the program’s departure date.
International Students	<ul style="list-style-type: none"> Follow guidance from the CDC, US Department of State, Student Exchange Visitor Program, and the Department of Human Services Fall 2020: target decision date of August 15, 2020, if new international students may begin studies in person or via distance learning or defer to a future term. Winter 2020: target decision date of December 1, 2020, to determine if new international students for winter term may begin studies in person or via distance learning or defer to a future term.

Instruction and Research

Instruction

	PHASE 2
Large Group Didactics (Lecture)	<ul style="list-style-type: none"> • 50% or less capacity, dependent upon space configuration • Provide for 35 square feet per person • Monitored physical distancing • Enhanced cleaning • Manage entrance and exit for physical distancing (i.e. release classes by groups/rows) • Modify delivery to allow for face to face, hybrid, distance learning, video conferencing or a combination thereof • Allow for different groups that meet face to face to stagger meeting during the allocated class time to practice physical distancing • Academic programs are developing course-by-course implementation plans within these general guidelines, balancing health and safety considerations with student learning objectives and potential for successful completion
Small Group Interaction (Discussion Sections)	<ul style="list-style-type: none"> • 50% or less capacity, dependent upon space configuration • Provide for 35 square feet per person • Monitored physical distancing • Enhanced cleaning • Manage entrance and exit for physical distancing (i.e. release classes by groups/rows) • Modify delivery to allow for face to face, hybrid, distance learning, video conferencing or a combination thereof • Allow for different groups that meet face to face to stagger meeting during the allocated class time to practice physical distancing • Academic programs are developing course-by-course implementation plans within these general guidelines, balancing health and safety considerations with student learning objectives and potential for successful completion
Instruction – Labs	<ul style="list-style-type: none"> • 50% or less capacity, dependent upon space configuration • Provide for 35 square feet per person • Monitored physical distancing • Enhanced cleaning • Manage entrance and exit for physical distancing (i.e. release classes by groups/rows) • Modify delivery to allow for face to face, hybrid, distance learning, video conferencing or a combination thereof • Allow for different groups that meet face to face to stagger

	<p>meeting during the allocated class time to practice physical distancing</p> <ul style="list-style-type: none"> • Academic programs are developing course-by-course implementation plans within these general guidelines, balancing health and safety considerations with student learning objectives and potential for successful completion
Internships	<ul style="list-style-type: none"> • Follow physical distancing • Vehicle travel only
Computer Labs	<ul style="list-style-type: none"> • 50% or less capacity, dependent upon space configuration • Provide for 35 square feet per person • Monitored physical distancing • Enhanced cleaning • Manage entrance and exit for physical distancing (i.e. release classes by groups/rows) • Modify delivery to allow for face to face, hybrid, distance learning, video conferencing or a combination thereof • Allow for different groups that meet face to face to stagger meeting during the allocated class time to practice physical distancing • Academic programs are developing course-by-course implementation plans within these general guidelines, balancing health and safety considerations with student learning objectives and potential for successful completion
Studios	<ul style="list-style-type: none"> • 50% or less capacity, dependent upon space configuration • Provide for 35 square feet per person • Monitored physical distancing • Enhanced cleaning • Manage entrance and exit for physical distancing (i.e. release classes by groups/rows) • Establish individual perimeters for studio work • Handwipes provided for equipment sanitization before and after use
Field Work	<ul style="list-style-type: none"> • Physical distancing • Vehicle travel only • Small groups (less than 25) in field
Library	<ul style="list-style-type: none"> • Remains closed to the general public • Reduced hours and occupancy as posted • Monitored physical distancing • Enhanced cleaning
Library - Research Services	<ul style="list-style-type: none"> • Open regular hours via chat • Computer access with physical distancing
Library – Tutoring	<ul style="list-style-type: none"> • Virtual tutoring by appointment 24 hours in advance • Online tutorials as posted
Library – E. Classrooms	<ul style="list-style-type: none"> • Open by request • Limited class/group instruction to 12 or less

	<ul style="list-style-type: none"> ● Physical distancing ● Enhanced cleaning
Library – Study Rooms	<ul style="list-style-type: none"> ● Limited access to two students at a time by request ● Enhanced cleaning
Library – Program/Course Implementation	<ul style="list-style-type: none"> ● Limited solitary work with one supervisory faculty member present ● One-on-one consulting via Zoom

Research

	PHASE 2
On-campus Labs	<ul style="list-style-type: none"> ● Open with physical distancing and 50% or less capacity dependent on space configuration ● Enhanced cleaning
Field/On-location	<ul style="list-style-type: none"> ● Resume with physical distancing and enhanced cleaning ● Solitary vehicle travel only
Human Subjects	<ul style="list-style-type: none"> ● Permitted with physical distancing ● Exclude medically vulnerable populations
Regulated Animals	<ul style="list-style-type: none"> ● Open with physical distancing and 50% or less capacity dependent on space configuration ● Enhanced cleaning

Athletics and Events

Athletics

In addition to guidance issued by state and local authorities, SOU Athletics complies with the National Association of Interscholastic Athletics (NAIA), the Cascade Collegiate Conference (CCC), and the Frontier Conference. As guidance is issued by the entities above, SOU will update standards as appropriate.

	PHASE 2
Athletic Training and Practices	<ul style="list-style-type: none"> • Less than 50 participants • Voluntary practices • Strict physical distancing • No contact
Sports Medicine	<ul style="list-style-type: none"> • One-on-one sessions with face coverings and physical distancing • Outdoor rehab preferred
Football	<ul style="list-style-type: none"> • Less than 20 participants in pods • Outdoor strength and conditioning • Outdoor activities with footballs
Volleyball	<ul style="list-style-type: none"> • Outdoor and sand conditioning • Indoor training with less than 5 participants
Soccer	<ul style="list-style-type: none"> • Less than 20 participants • Personal soccer ball and cones only • Conditioning • 10-yard spacing minimum
Cross Country	<ul style="list-style-type: none"> • Prescribed workouts with monitored physical distancing
Winter/Spring Sports	<ul style="list-style-type: none"> • Staggered use by team • Physical distancing • Indoor workouts open to less than 5 participants
Sporting Venues	<ul style="list-style-type: none"> • Resumption decisions made in consultation with Public Health Authorities and Athletic Conferences
Lithia Gymnasium	<ul style="list-style-type: none"> • Gym and wrestling room open to less than 5 participants • Face coverings or alternatives in common areas for staff • Separate hoops, courts, stations • No locker room access
Raider Stadium	<ul style="list-style-type: none"> • Restricted access to staff and student-athletes • No restroom or locker room access • No groups larger than 20 participants
University Softball Field	<ul style="list-style-type: none"> • Open to 10 or less participants • Outside or open hitting facility
Stadium Weight Room	<ul style="list-style-type: none"> • Outdoor weight room located on tennis courts

	<ul style="list-style-type: none"> • No more than 10 participants at a time • Monitored physical distancing
--	---

Performance/Events Venues

SOU will abide by guidance provided by state executive orders, Oregon Health Authority guidance, and local health authorities relative to group gatherings. In some cases, SOU may be more restrictive than state or local guidance. All applicable public health and group size gatherings limits (see Public Health above) will be followed.

Parking	<ul style="list-style-type: none"> • Expanded prepay parking options to eliminate onsite transactions
Face Coverings	<ul style="list-style-type: none"> • Face coverings are required according to the face coverings policy included in Public Health
Ticket Services/Box Office	<ul style="list-style-type: none"> • Ticket agents will be provided with the appropriate PPE • Protective barriers installed in open ticket windows • Contactless ticket options encouraged • Relocate ticket printers to allow guests to retrieve tickets from printer • Install guest-operated card readers where possible • Wear gloves for any touching of credit cards • Encourage routine hand washing of employees • Install physical distancing controls for lines/queuing • Disinfectant wipes/hand sanitizer available to guests at high touch points (i.e. queue, teller windows) • Encourage guests to pick up tickets in advance of performance date • Establish will-call pickup time options to control peak traffic • Enhanced cleaning of ticket office/call center • Complete the SOU daily health self-check (See appendix B) • Develop and implement guest health questionnaire to aid in identifying symptoms and participate in contact tracing
Ticket Scanning/Building Entry	<ul style="list-style-type: none"> • Provide ticket takers appropriate PPE • Guests instructed to wear face coverings inside at all times • Implement assigned entry doors to reduce crowds at main doors • Install physical distancing controls for queuing • Adopt touchless ticket scanning--guest retains ticket or electronic device during scanning • Encourage routine hand washing by workers/employees • Relocate scanning locations away from doorway to increase distancing • Establish worker/employee health tracking system • Disinfectant wipes/sanitizer available to guests at touch points
Restrooms	<ul style="list-style-type: none"> • Provide custodial staff appropriate PPE

	<ul style="list-style-type: none"> ● Establish restroom occupancy limits and entry controls (1 in, 1 out) ● Disinfectant wipes/sanitizer available to guests at touch points ● Temporarily close adjacent stalls and sinks to enforce physical distancing ● Eliminate air hand dryers in restrooms ● Clean / disinfect touch points constantly during high usage ● If possible, install touch-free faucets/toilets/soap and paper towel dispensers ● If possible, assign designated restrooms to sections of theatres to control guest movement ● Disinfect restrooms between rush periods (before performance/event, post intermission)
<p>Common Space & Lobby Congregation</p>	<ul style="list-style-type: none"> ● Add signage and floor markings to reinforce expected guest behavior ● Disinfectant wipes/sanitizer available to guests at entry and touch points ● Pulse entry groups to avoid overcrowding at bottleneck areas ● Create guest movement controls to maintain guest separation and prevent the need to share common spaces while waiting ● Assign specific guest entry doors to control crowd movement and reduce congregating ● Eliminate water fountain ● Eliminate soft/porous furnishing as much as possible ● Open lobby at same time as house to allow guests to move directly to seats or load venue by row/entry door ● Consult HVAC engineer to assess filter effectiveness and alter airflow patterns to turn over air more frequently
<p>Ingress/Seating – Beginning of Event</p>	<ul style="list-style-type: none"> ● Load venue by section or implement pulse seating to reduce overcrowding at doors and aisles ● Reduce seating capacity to conform to physical distancing protocols ● Seats adjacent to aisles should be filled in accordance with distancing protocols ● Load venue from front to back to eliminate crossover contact ● Limit guest movement to designated seating area only ● Eliminate usher contact with guests, self-service seating ● Increase floor marking and aisle signage to allow guests to find their seats more easily ● Contact-free playbill/programs distribution ● Provide disinfecting wipe to guests to sanitize their seating area
<p>Egress at Intermission/End of Event</p>	<ul style="list-style-type: none"> ● Eliminate intermissions if possible ● Pulse dismissal from seats to reduce crowding at bottleneck points ● Establish direct exit routes for guests ● Do not allow guests to congregate in lobby post show ● Eliminate post show backstage access

	<ul style="list-style-type: none"> ● Discontinue reuse practice for playbills/programs ● Disinfect venue between performances events (spray application) ● Provide safe disposal receptacles for used materials (face coverings, PPE, etc.)
Stage Door Entry	<ul style="list-style-type: none"> ● All persons entering building must be wearing face coverings ● Develop and implement guest questionnaire to aid in identifying symptoms and to participate in contact tracing ● Add signage to reinforce expected guest behavior ● Designate separate entrances for unloading/loading ● Provide hand sanitizer stations inside stage door ● Periodically disinfect tough points within entryway ● Explain building rules to visitors that impact how they use and move around facility
Rehearsal Spaces	<ul style="list-style-type: none"> ● Performers, stagehands and non-performing staff must wear appropriate PPE ● Provide hand sanitizer stations ● Disinfect all high-touch equipment after each use ● Encourage routine hand washing for all ● Clean/disinfect touch points constantly during high usage ● Consult HVAC engineer to assess filter effectiveness and alter airflow patterns to turn over air more frequently
Green Rooms, Crew Common Areas, Dressing Rooms, Fly Floor/Grid, On-stage, Control Booths, Wardrobe Areas	<ul style="list-style-type: none"> ● Consult Guide to Reopening Theatrical Venues by the Performing Arts Center Consortium
Schneider Museum of Art	<ul style="list-style-type: none"> ● Limited hours as posted ● No public/group tours ● Add signage and floor markings to reinforce expected guest behavior ● Disinfectant wipes/sanitizer available to guests at entry and touch points ● Create guest movement controls to maintain guest separation ● Assign specific guest entry doors to control crowd movement and reduce congregating ● Eliminate use of water fountain ● Eliminate soft/porous furnishing as much as possible ● Consult HVAC engineer to assess filter effectiveness and alter airflow patterns to turn over air more frequently

Student Services

SOU will abide by guidance provided by state executive orders, Oregon Health Authority guidance, and local health authorities relative to group gatherings (see Public Health above). In some cases, SOU may be more restrictive than state or local guidance. SOU will provide education and when appropriate, adjudication according to the Student Code of Conduct for students who do not adhere to gatherings and activities guidance.

	PHASE 2
Student Union	<ul style="list-style-type: none"> ● Closed to the public with resumption of essential activities by September 1, 2020. ● Entrance monitoring with many spaces remaining closed that cannot accommodate physical distancing or that cannot be adequately monitored.
International Programs	<ul style="list-style-type: none"> ● On-campus limited to critical functions ● student appointments required for critical in-person services; all other functions remote ● By September 1, 2020, open center to essential in-person traffic
Disability Resources & UCAM	<ul style="list-style-type: none"> ● Testing center open with limited capacity with all other functions remote ● By September 1, 2020, open testing center with physical distancing
Bookstore	<ul style="list-style-type: none"> ● Open online to process online orders, check in rental returns ● By September 1, 2020 <ul style="list-style-type: none"> ○ open with limited occupancy capacity ○ Staff to monitor entry and exit to limit capacity ● Employees will wear appropriate PPE/face coverings
Admissions	<ul style="list-style-type: none"> ● Remote and staggered operations will continue through August 31, 2020 ● By September 1, 2020, begin Small group campus tours with physical distancing
Housing	<ul style="list-style-type: none"> ● Full desk operations available within normal operating hours ● Residents shall be placed in rooms where each resident shall have no less than 64 square feet per resident. ● Post clear signage in all common areas of residence halls and dining centers providing information on physical distancing, encouraging regular and proper handwashing, and urging individuals with symptoms to isolate. ● Identify and hold isolation spaces on-campus in number commensurate to the conditions, density, and configurations of the residential buildings. ● Increased cleaning frequency of high touchpoint areas (door handles, elevator buttons, etc.) ● Increase frequency and depth of cleaning in common areas such as bathrooms, community kitchens, laundry rooms.

	<ul style="list-style-type: none"> • Common areas in residence halls (lounges, study rooms, tv lounges, etc.) may open with limited furniture ensuring six-foot distance between individuals in the space.
Dining	<ul style="list-style-type: none"> • Hawk closed through summer term • The Landing open with limited hours <p>In food preparation and serving areas:</p> <ul style="list-style-type: none"> • Wear gloves at all times when handling food • Reinforce meticulous handwashing protocols • Have employees wear gloves when performing cleaning, sanitizing and disinfecting activities. • Increased cleaning protocols in residence halls and dining centers <p>In dining centers and other retail food locations:</p> <ul style="list-style-type: none"> • Provide all condiments in single service packets or from a single-service container; • Disinfect customer contact surfaces in servery areas frequently; • Not offer open self-service operations such as buffets and salad bars; • Through floor markings, signage, and verbal direction, provide guidance to customers to maintain six feet of separation while ordering and waiting in line; • Disinfect customer contact surfaces at tables, including seats, and all other touchpoints frequently.
Student Events	Student events are limited to 50 or fewer participants
Student Health and Wellness Center	<ul style="list-style-type: none"> • Open for in-person visits for both medical and mental health appointments on September 21, 2020 • Telehealth provided as an option • Physical distance adjustments to accommodate both sick and well visits • Furniture in waiting room adjusted to ensure 6-foot distancing • Plexiglass barrier installed at the front desk • Students entering the SHWC will receive a health screening including temperature check • All staff meetings held remotely • Staff will follow hand washing and cleaning protocols appropriate in a healthcare setting
Student Recreation Center	<ul style="list-style-type: none"> • Limited access for Campus Recreation employees to prep building and work through reopening checklist • When all checklist completed, open to students/SOU employees (no general public) with limited operations (i.e. limited space, hours, carrying capacity and services). • Health screening for both employees & patrons • Physical distancing enforced and monitored

	<ul style="list-style-type: none"> ● Enhanced cleaning ● Maximum group size and carrying capacity enforced and monitored ● Visitor log for contact-tracing
Raider Student Services	<ul style="list-style-type: none"> ● On-campus operations limited to critical functions ● Student appointments available for critical in-person services ● All other functions are remote ● Open to student traffic by September 1, 2020 ● Physical distancing monitored ● Plexiglass barrier installed at the front counter ● Face coverings worn by front counter staff

Appendix A

Incident Response Team

Incident Team Commander: Greg Perkinson, Vice President of Finance and Administration

Team Members

Dr. Neil Woolf

Nicolle Aleman
Michele Barlow
Thomas Battaglia
Keith Beed
Arial Bloomer
Staci Buchwald
Taylor Burke
Leon Crouch
Tracey Culbertson
Anna D'Amato
Russell Dean
Susan Dyssegard
Cynthia Ferrendelli
Janet Fratella
Robert Gibson
Drew Gilliland
Noah Hurley
Alana Lardizabal
Steve Larvick
Hugues Lecomte
Joe Mosley
Joanne Noone
Greg Perkinson
Matthew Roberts
Matt Sayre
Ryan Schnobrich
Dr. Linda Schott
Britney Sharpe
Jeanne Stallman
Dr. Matt Stillman
Maria-Patricia Syquia
Heather Voss
Rebecca Walker
Dr. Jody Waters
Mallory Wilkerson

Appendix B: Employee Self-check Health Questionnaire

Access the form by clicking [here](#).