# Spring 2022 RETURN TO CAMPUS PLAN

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West Virginia State University is committed to providing a safe and healthy workplace for all members of our community. As a values-driven university, we take seriously our commitment to responsibility and excellence as they correspond to our response to the coronavirus pandemic. This document provides guidance for managing the university's expectations for the safe return of faculty and staff to workspaces and common areas on campus after remote working, quarantine, illness or leave, due to the novel coronavirus, COVID-19. The university's approach is informed by guidance from the Centers for Disease Control and Prevention, the West Virginia Department of Health and Human Resources, and the Kanawha-Charleston Health Department.

West Virginia State University students, faculty and staff worked hard to successfully complete the spring 2022 semester. Congratulations on the healthy payoff for all of your diligence in following the 3 W’s of washing your hands, watching your social distance and wearing a face covering.

RETURN TO CAMPUS SCHEDULE

All vaccinated and non-vaccinated employees and students will be required to provide a negative COVID-19 test prior to returning to campus for the spring 2022 semester. Students, faculty and staff are highly recommended to participate in the mass testing and vaccine clinics held on campus on Thursday, December 30, 2021, Wednesday, January 5, 2022, and Thursday, January 13, 2022.

Faculty and staff will provide results to the Office of Human Resources.
https://liquidfiles.wvstateu.edu/filedrop/COVID-19

Students will provide results to the Office of Student Affairs and Enrollment Management.
https://liquidfiles.wvstateu.edu/filedrop/COVID-19Student

Students
WVSU's spring semester will begin Tuesday, January 18, 2022.

Freshman and athletic residential students will begin arriving on campus in stages. Freshman may move into the residence halls January 12-13 and returning students may move into the residence halls January 15-16. All vaccinated and non-vaccinated residential students will have to provide a negative COVID-19 test to Mr. Derrien Williams, Housing and Residence Life Director. We are encouraging anyone that may assist students moving in to please self-examine and if you are exhibiting any symptoms of COVID-19 or Influenza to please refrain from entering campus. All non-vaccinated non-residential students will have to provide a negative COVID-19 test before obtaining access to the campus.

Tests must be taken 3 to 5 days prior to your return to campus and results must be submitted or presented upon your return.
SCREENING & TESTING

All employees and students are encouraged to perform a daily health self-assessment through the Campus Clear App (CLICK HERE TO ACCESS THE CAMPUS CLEAR APP). All WVSU community members must take responsibility for monitoring their daily health for their own benefit and the safety of their fellow WVSU community members. Everyone is encouraged to take their temperature before leaving home or their residence hall each day as part of the daily health screening. Additionally, everyone will have the opportunity to have their temperature checked daily on campus. Thermometers will remain mounted on campus building walls for self-temperature checks. Anyone whose temperature exceeds 100.4°F will not be permitted to enter campus facilities with the exception of the health center or their campus residence.

Student-athletes will undergo additional screening as directed by the Athletic Department.

COVID-19 testing is required for all non-vaccinated students. In the event a student is exhibiting COVID-19 symptoms, on-site testing at FamilyCare Health Center will be required. Such students will self-quarantine as instructed on campus until their test results are received and their quarantine period has been satisfied per the Kanawha-Charleston Health Department. Someone in self-quarantine stays separated from others, and they limit movement outside of their home or current place of residence. Meals will be delivered to self-quarantined students while awaiting their test results.

Additional details will be shared in the WVSU Student Code of Conduct.

In the event a residential student tests positive for COVID-19 they will have the option to isolate on campus in the designated quarantine/isolation housing area or off-campus at their own expense until said quarantine/isolation period has been satisfied and released by the health department. WVSU will work with the local health department in accordance with all regulatory guidance and applicable laws to ensure that contact tracing occurs if an employee or student tests positive for COVID-19 or those individuals who have had close contact exposure to a confirmed COVID-19 positive. The CDC defines contact tracing as part of the process of supporting patients and warning contacts of exposure in order to stop chains of transmission. Through the contact tracing process others who may have come into contact with the person who tested positive are identified, notified, and informed of any actions that may be required.

SPRING ACADEMIC CALENDAR

The health and safety of our West Virginia State University students, faculty and staff are our highest priority. Many have traveled domestically and internationally during the winter holiday break and we hope you maintained the same level of social distancing and monitoring symptoms as you would if you were on campus.

The success of returning to campus requires a joint effort from every member of our campus community. Before returning, be sure to self-assess, monitor any symptoms and follow COVID-19 guidelines set forth by the Kanawha-Charleston Health Department and the CDC.

For vaccinated faculty and staff, please provide a copy of your vaccination records. For vaccinated and non-vaccinated faculty and staff, please provide a negative COVID-19 test result prior to returning to campus for the spring 2022 semester. We encourage all to participate in the campus’ test and vaccine clinics on Thursday, December 30, 2021, Wednesday, January 5, 2022, and Thursday, January 13, 2022.

Faculty and staff will provide results to the Office of Human Resources.
https://liquidfiles.wvstateu.edu/filedrop/COVID-19

Students will provide results to the Office of Student Affairs and Enrollment Management.
https://liquidfiles.wvstateu.edu/filedrop/COVID-19Student
For students, the spring 2022 semester will begin Tuesday, January 18, 2022. Spring break will be March 20-27, 2022, and final exams will take place May 9-12, 2022. Spring commencement is set for Saturday, May 14, at 10 a.m. in the D. Stephen and Diane H. Walker Convocation Center.

**CAMPUS-BASED INSTRUCTION & COURSE DELIVERY**

Classroom spaces are at pre-pandemic levels.

Face masks or face coverings must always be worn in classrooms. Instructors may use face shields in classrooms to better facilitate communications.

Laboratory and research experiences will be managed to the extent possible so that occupants are able to maintain proper social distancing.

The Office of Student Affairs will work with students who are at increased risk on appropriate accommodations.

**WVSU CONTINUITY OF TEACHING & LEARNING**

The health and safety of our West Virginia State University students, faculty and staff are our highest priority. Faculty and staff provide high-quality teaching and educational services to uphold the university’s mission and ensure student success. Standards for the classroom environment continue to be adapted to comply with best practices. Classes will be taught in class, online, or hybrid (web 30, web 50, web 80) as designated on the Spring 2022 course schedule.

Faculty will use pedagogical methods that support high quality teaching, learning, and engagement that promotes and fosters student success in across all learning modalities. The Center for Online Learning will continue to support faculty instruction and student learning as needed.

Attendance will be recorded using the WVSU Attendance Tracking System for all courses to comply with federal guidelines. Seating charts will be used in classrooms, auditoriums, and lab spaces. Classrooms will be cleaned and sanitized each day. All vaccinated and non-vaccinated faculty and students must continue to wear face coverings or masks inside the classroom or laboratory space; however, vaccinated faculty may opt to use a clear face shield during that instruction time. Situations involving individuals who do not comply with safety protocols will be addressed in accordance with WVSU policies.

**Instructional Directives for Faculty**

- Faculty will be proactive in establishing classroom expectations including seating chart, use of face coverings and PPE, and attendance policy.
- Faculty will work with college administrators and other administrative offices to accommodate students requesting exceptions to established course practices if needed.
- Faculty will be expected to maintain regularly scheduled hours in their office on days and times convenient to students as noted in the faculty handbook.
- Faculty will respond to students in a timely manner, typically within 24 hours or by the next business day.
- Faculty will review the WVSU COVID-19 Syllabus Statement during first class meeting.

**COVID-19 Statement**

During this current and ongoing pandemic, the immense impact on learners cannot be understated. There has been, is, and will continue to be stress, anxiety, fear, economic uncertainty, and general feelings of unease. You are encouraged to make use of the resources at WVSU for your physical health, mental well-being, and enhanced learning. These services include Counseling, Accessibility Services, FamilyCare Health Center, and the Office of Retention and Student Success. All offices are equipped to assist you in person or via technological means.
In order to best facilitate your learning and to provide you with a safe environment, please note the following COVID related policies and procedures:

- **Vaccines:** The best way to mitigate the impact of COVID-19 is through vaccinations. Vaccinations are strongly encouraged for all faculty, staff, and students to ensure the health and safety of our campus. Weekly vaccine clinics will be available for students, faculty and staff on campus.

- **Distance Learning and Class Recording:** Due to COVID-19, the individual class sessions may be made available to properly enrolled students who are not physically in the classroom. This may be accomplished via a synchronous live stream and/or a time delayed recording. In addition to instructor content, remote delivery may include capture of all classroom audio and visual happenings during designated class times, including that of students who may be part of the class, but who are not physically in the classroom. By remaining in the class, you are agreeing to this statement.

- **Class Changes:** In the unexpected event that the University cancels in person classes, the method of delivery of in person courses may change to fully online or hybrid delivery. The nature and number of assignments may also need to be adapted to ensure quality and safety.

- **Face Masks and Social Distancing:** All students, faculty, staff, and campus visitors in all University-owned, leased, or operated facilities are required to comply with current face mask and social distancing WVSU guidelines.

- **Positive COVID Test Results:** If you test positive for COVID-19, you will be required to follow protocols per Kanawha-Charleston Health Department for an isolation period. Accommodations will be provided by the instructor upon notification from the student of quarantine/isolation. Students are responsible for completing all missed assignments.

**PREVENTION & PERSONAL PROTECTIVE EQUIPMENT (PPE) ___________

All employees and students will be provided with documentation and training on COVID-19 related health and safety practices. Following Centers for Disease Control and other appropriate guidance, topics to be covered will include:

- Knowing the signs and symptoms of COVID-19
- Daily self-checks
- What to do if you are sick
- Myth-busting messages
- Respiratory and hand hygiene
- Face covering
- Physical distancing/social connections

**Masks**

Masks will enable us as a campus community to be safe this spring. By wearing your mask, you not only protect yourself but others. Join us as a united Yellow Jacket Family and wear a mask.

**Are masks required to be worn outdoors as well as indoors on campus?**

Masks and/or face coverings are required at all times in all indoor public spaces. This includes in all classrooms and buildings. When visiting dining locations, you should continue to wear your mask until you have received your food and are seated. At that time, you may remove your mask while you eat your meal. When you are finished eating, please put your mask back on until you have exited the building.

**Are masks required in the classroom?**

Yes, research has shown the COVID-19 virus can spread quickly in close quarters. Wearing a mask prevents you from spreading the virus. It is important to remember that carriers often spread the virus before they exhibit any symptoms. The university is asking for your cooperation for the safety of faculty, staff, and students. It is imperative to the viability of the institution to hold in-person instruction and wearing a face mask is an important piece in making that happen.
Will faculty and staff need to wear masks in private offices or areas with reduced capacity?

A face covering or mask must be worn by all faculty and staff working on campus, but can be removed in the comfort of their private office. Faculty and staff can require visitors to wear masks in their private offices.

Where do you get a mask if you forget one or don’t have one?

You can purchase inexpensive masks at the University Book Store or contact the building coordinator. For a complete list and location for building coordinators, please visit West Virginia State University Building Coordinator List for COVID-19 Task Force.

What consequences do students and employees face if they refuse to wear a mask or face covering on campus?

Failure of students to comply with the university’s Student Code of Conduct regarding personal protective equipment (PPE), such as masks and face coverings, will result in one or more of the following measures: written warning, removal from class, probation, suspension and/or expulsion from the university. Students will have an opportunity to provide information about any extenuating circumstances that may apply. Consequences will be based on the specifics of each student’s situation.

Failure by employees to follow these safety protocols may result in counseling and/or disciplinary action — up to and including termination of employment — in accordance with West Virginia State University Administrative Policy #003 COVID-19 Personnel Policy.

Gloves, gowns, and other personal protective equipment necessary for labs and health care program training and for custodial, dining, and maintenance services will be provided.

CLEANING

All common areas will be cleaned daily. Surfaces frequently touched by multiple people, such as door handles, bathroom surfaces, and handrails, will be cleaned with soap and water or another detergent at least daily when facilities are in use. Supplies will be available so that certain high-use surfaces and objects in public spaces, such as recreation equipment, telephones, common printers and copiers, and point of sale keypads, can be cleaned and disinfected before each use. If you notice that sanitizing wipes, hand sanitizer, or other supplies have been depleted, please request additional supplies through the Facilities Work Orders link on the WVSU Physical Facilities website or contact the Facilities Office at (304) 766-3181 and they will be replenished. For evening classes, contact (304) 766-3181 for PPE assistance. While cleaning alone does not kill germs, it reduces the number of germs on a surface.

HOUSING

All residence halls have been cleaned and prepared for student arrival. Training on public health measures and signs/symptoms of COVID-19 will be provided for all live-in professionals, including residence directors, residence assistants, security personnel, and others in similar roles. Residential students will receive specific instructions on cleaning, PPE, and other supplies to bring with them to campus.

Residence hall move-ins will be coordinated by the Director of Housing and Residence Life. Physical distancing and face coverings will be required by everyone during move-in. A maximum of two family members can enter residence halls with students during move-in.

Students have access to free laundry machines in each residence hall. In order to minimize the possibility of dispersing the virus through the air, dirty laundry items should not be shaken. Items should be washed as appropriate in accordance with the manufacturer’s instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Clean and disinfect hampers or other carts for transporting laundry.
Any students who are symptomatic of COVID-19 and awaiting test results will be required to quarantine in the designated quarantine and isolation space while they await test results as will their roommate, if applicable. They will receive telehealth monitoring, meal deliveries, and be provided with appropriate supplies.

Any students who are COVID-19 positive will be moved to dedicated isolation spaces that have private rooms and are physically separated from other residential rooms. They will receive telehealth monitoring, meal deliveries, and appropriate supplies. For Quarantine and Isolation Rules and Safety Protocols, please click this link.

See the “Screening and Testing” section for more information on screening, testing, and other health and safety protocols.

**STUDENT LIFE**

The Office of Student Life and Engagement (SLE) will coordinate activities that comply with CDC, Kanawha-Charleston Health Department and West Virginia State University (WVSU) guidelines and ensure that appropriate face coverings, respiratory and hand hygiene are used. In-person and virtual programs will be provided through SLE and external companies. The links to the virtual programs will be provided via campus emails on the day of the event.

Intramural sports activities will also be managed to comply with CDC, Kanawha-Charleston Health Department and WVSU guidelines and athletic best practices. Supplies will be available so that equipment and surfaces can be cleaned and disinfected before each use, and that hand hygiene can be practiced before and after activities.

The Division of Student Affairs’ mission is to enhance the engagement, development, and success of students through comprehensive, intentional, and student-centered programs. All of the staff within the Division of Student Affairs is committed to this mission and the overall mission of the university.

Career Services, Counseling Services, Student Life and Engagement, and Housing and Residence Life make-up the Division of Student Affairs. Please contact the following individuals with any inquiry related their office:

**Career Services**
(304)766-3250

**Counseling Services**
Kellie Toledo
toledoke@wvstateu.edu
(304) 766-3262

**Student Life and Engagement**
Chris Jackson
jacksoc@wvstateu.edu
(304) 766-3288

**Housing and Residence Life**
Derrien Williams
derrien.williams@wvstateu.edu
(304) 590-9079

For general inquiry please contact (304) 766-4265 or studentaffairs@wvstateu.edu
ATHLETICS

WVSU Athletics’ plan was developed following safety guidelines from the NCAA’s “Core Principles of Resocialization of Collegiate Sports,” MEC’s “Return to Competition Plan,” and state and local officials. We will continue to monitor these recommendations and the latest medical and public health information available to make adjustments as warranted. WVSU Athletics’ protocol, rules, and regulations will be posted digitally through clear signage in all pertinent athletic areas/venues as well as being disseminated to all athletes, coaching/athletic staff, visiting teams, fans/visitors, and athletic officials to ensure everyone is aware of the expectations well before the point of contact.

WVSU student-athletes will follow the University’s policy for COVID-19 testing when they return to campus. All student athletes are encouraged to get vaccinated;

Student-athletes will be required to wear masks when in athletics facilities, unless in practice/game areas. They will be required to social distance when possible;

WVSU Athletics will work with Physical Facilities staff to ensure practice/game areas and equipment are cleaned and sanitized on a daily basis;

The Athletic Training staff will follow standards from the MEC Athletic Trainers Committee and the National Athletic Trainers’ Association for practices, games, and travel;

The Athletic Department will communicate with student-athletes separately on measures being taken to ensure their health and safety. Questions can be directed to Athletic Director Mr. Nate Burton at nburton2@wvstateu.edu.

FOOD SERVICES

Refer to the Thompson Hospitality reopening plan for the delivery of dining services;

Plexiglass and sneeze guard barriers will remain at the check-out line in adherence to CDC social distancing guidelines;

Thompson Hospitality staff will frequently clean “high-touch areas” at check-out counter after each patron; All Thompson Hospitality staff will be required to wear masks and gloves to comply with company and CDC guidelines; and

Food delivery services will be provided for those in isolation or quarantine.

REPORTING & HEALTH CARE SERVICES

Faculty, staff, and students must inform WVSU if they are exhibiting COVID-19 symptoms. Emails should be sent to the following individuals:

• Faculty and Staff – Human Resources Director, hr@wvstateu.edu
• Students – Office of Student Affairs, studentaffairs@wvstateu.edu
• Student-Athletes – Department of Athletics, Nate Burton, nburton2@wvstateu.edu

Refer to FamilyCare Health Center re-opening plan to deliver healthcare services to students, staff, faculty, and the general public.

FamilyCare Health Center’s hours are 9 a.m. to 4 p.m. Monday through Friday and closed the first Wednesday of each month after 12 p.m. To make an appointment, call (304) 766-3323.

FamilyCare Health Center will continue to monitor developments in treatments and vaccines for COVID-19 closely, securing adequate supplies when appropriate therapeutics become available.
**Scheduling**
FamilyCare Health Center staff will strongly recommend all patients schedule appointments and discourage walk-in services in adherence to CDC social distancing guidelines; and

FamilyCare Health Center will recommend students, staff, and faculty arrive before their appointment time for prescreening, and wait to be called for service at the designated location to limit maximum number of patients allowed in the waiting room.

**Screening**
COVID-19 screening will occur while scheduling an appointment;

All students and patients will be screened for COVID-19 along with having their temperature taken upon entry to the facility. Once initial screening is complete, patients may be asked to wait outside the office to accommodate capacity allowance.

**COMMUNICATION**

This plan has been communicated to all WVSU employees and students via email and is posted on the WVSU Return to campus web page. Virtual Town Hall meetings for students, faculty and staff will be held throughout the semester.

Social Media posts will assist in reminding the campus community to wear a mask indoors, social distance and be responsible for washing their hands regularly. Utilization of social media will greatly impact the delivery to students.

WVSU will provide regular updates, reminders, and myth-rumor busting communications throughout the fall semester including:

- Regular communications to students, faculty and staff from the COVID-19 Task Force;
- Updates on the University’s official social media channels, including Facebook, Twitter, Instagram, and YouTube;
- Signage promoting Centers for Disease Control guidelines and materials will be posted throughout campus.

**VISITORS ON CAMPUS**

All that access the university will be required to follow a daily check-in process utilizing the Campus Clear App, thermometers and self-health assessment queues that are strategically placed in all campus buildings. Invited guests such as parents of current students, prospective students, visitors and visiting athletic teams may be permitted on campus. All will be required to have a temperature screening and wear a mask or face covering while in WVSU campus buildings to comply with the university’s health requirements. Those visitors who do not comply with University COVID policies will be removed by the University Police Department.
RESOURCES

West Virginia Department of Health & Human Resources, Coronavirus Updates

WVSU offers student counseling services through the Office of Counseling Services. Students can learn more about counseling services and make appointments by emailing toledoke@wvstateu.edu or taborro@wvstateu.edu.

Additional resources for employees and students include:

- Substance use disorder services (1-844-HELP4WV),
- Suicide prevention lines 1-800-273-TALK (1-800-273-8255), 1-888-628-9454 for Spanish https://suicidepreventionlifeline.org/chat/
- Social services help, like utilities, shelter and food (WV 211—just dial 211 from any phone), or 1-800-985-5990 or text TalkWithUs to 66746

American College Health Association, COVID-19 Resources
American Council on Education, Recovery 2020: Key Questions and Principles for Campus Leaders
Centers for Disease Control, Coronavirus (COVID-19)
Centers for Disease Control, People Who Need to Take Extra Precautions
Centers for Disease Control, Colleges and Universities
Centers for Disease Control, Considerations for Schools
Centers for Disease Control, COVID-19 Guidance for Shared or Congregate Housing
Charleston Area Medical Center, COVID-19 (Coronavirus) News for You
Kanawha-Charleston Health Department, COVID-19 Announcements
West Virginia Higher Education Policy Commission, Coronavirus

ADDITIONAL INFORMATION

CDC Expands its definition of a COVID-19 “Close Contact”