RE:UNION
Excellence, Reimagined.

Virginia Union University Spring 2021 Opening Plan

https://www.vuu.edu/vuu-reopening
Greetings,

I look forward to welcoming you to our Spring 2021 Semester, which begins on January 11, 2021. We will start the semester with everyone on virtual-based learning (VBL). Students who have been approved for campus-based learning (CBL) will be scheduled to move into residence halls in February. Whether you are virtual- or campus-based, you will witness more upgrades in technology, safety, and the way we conduct business.

Thank you for your diligence in following the safety and wellness plans outlined in our ReUnion: Excellence, ReImagined reopening plan. Critical planning, along with your support, helped us to control the spread of the COVID-19 virus to under 4% on campus. This is an accomplishment when compared to other colleges and universities. However, we want to do better and work towards fewer exposures and/or positive cases. VUU's Executive Leadership and Tactical Response Team have continued to assess the COVID-19 status and guidance from the Virginia Department of Health and the Centers for Disease Control and Prevention. The Spring semester will resemble the Fall semester with some improvements to the policies and procedures, increasing all campus-based students' and employees' safety and well-being.

You will see expanded monitoring with additional temperature check stations. For campus-based students, all assigned housing in residence halls will be converted to single rooms. All CBL students will be required to retake and complete the mandated Health & Wellness training and provide proof of a negative COVID-19 test prior to moving into the residence halls in February.

I hope you will take the time to read and understand the Spring 2021 ReUnion Excellence, ReImagined plan. Congratulations on your attention to academic success while learning to embrace virtual-based learning, social distancing, and new policies and procedures. I also want to thank our remarkable faculty and staff for your work to support students and our new online business and administrative protocols. Virginia Union is stronger and better than ever. We are on our journey to being recognized as a Best in Class university.

Sincerely,

Hakim J. Lucas, Ph.D.
President & CEO
OVERVIEW

During the fall of 2020, Virginia Union University (VUU) offered virtual and campus-based learning opportunities. We more than 320 residential students over 112 days, we learned a lot about acute respiratory syndrome coronavirus 2 (SARS-CoV-2). As we move into the spring of 2021, the University will remain in Stage One while it increases the number of residential students to 420. Students will begin classes virtually on January 11, 2021. We will open the residential halls from February 1st – April 30th (89 days). We will increase the spaces to singles, implement a rigorous testing strategy, reduce the number of students in campus-based courses, and monitor the plan daily through our tactical team. The team will monitor incidence rates, prevalence rates, and trends across the nation and specifically within the Commonwealth of Virginia for the novel coronavirus (COVID-19) pandemic. Updates will be provided via email through our daily wellness check. We are guided by mandates issued by the Governor's Office and recommendations outlined in the American College Health Association (ACHA) Guidelines: Considerations for Reopening Institutions of Higher Education in the COVID-19 Era (ACHA Guidelines). In addition, the revised spring plan coincides with recommendations from the U.S. Centers for Disease Control (CDC), Occupational Safety and Health Administration (OSHA), and the Virginia Department of Health (VDH).

Given the history of the virus' transmission, we state upfront that our plan to repopulate the campus is intentionally fluid and flexible. This enables our capacity to employ, intervene, and prevent measures to maintain our campus community's safety and wellness. These emerging guidelines, precautions, and best practices are being used to inform how VUU plans to repopulate its campus gradually over time, with safety as our top priority.

Guiding Principles

The following principles guide our plan for the reopening of on-campus activities
1. Preserve the health, safety, and wellbeing of our students, faculty, and staff.
2. Maintain and deliver our HBCU mission through teaching, research, and civic/community engagement.
3. Enable students to make meaningful progress towards their educational goals.
4. Protect and maintain university operations necessary to support strategic priorities.
5. Streamline processes and procedures to ensure operational efficiency; and
6. To grow a new university that is relevant and responsive to the current context

The approach is not time-bound but fluid and based on the climate and condition of areas contiguous to the campus, including the City of Richmond, Commonwealth of Virginia, and broader national trends. These steps will help VUU navigate the "new normal" as it prepares to welcome students, staff, and faculty back to campus.

It is anticipated that restrictions and limitations in activities will be in place for the next 12-months or longer. We are planning to implement the following measures and protocols to allow for in-person instruction, to the extent the public health situation permits. If the pandemic disrupts in-person instruction during the 2020-2021 academic year, we will be prepared to shift entirely online without interruption.
**Reopening Criteria**

- Foot traffic and gatherings in University facilities and common spaces will be limited through reduced facility entrances and visitor restrictions.
- All appointments will be virtual and only in emergency cases will on campus in person appointments be allowed.
- Strict physical and social distancing measures will be adhered to throughout the campus.
- Occupancy will be set at 50% of its capacity.
- Facemasks are required on campus indoors and outdoors.
- Campus tours will be allowed and modified to ensure social distancing and mask wearing.
- No business travel shall be permitted unless approved by the President.
- On-campus Residential visitation is prohibited
- Dining room(s) will be open with restrictions
- The campus is closed to nonresidential students.
- Campus Curfew will be 11:00 p.m. until 6:00 a.m.
- The University will be adhering to a strict conduct policy - Zero Tolerance
- Students must adhere to the University's social gathering policy in common spaces; this includes yards/plots, porches, decks/square, etc. (within 6 feet of distance from one another).
- All face-to-face meetings must be reserved and approved in advance.
- All events and space needs shall be directed through the Division of Business Affairs, Director of Special Events, Sales, and Space Management to ensure proper approvals, space layout, equipment, cleaning coordination, and University's calendar update.
- Assess event requests on a case-by-case basis to consider estimated attendance, capacity restrictions, Stage restrictions (University, State, and City), availability, and coinciding events. Increased means of remote/electronic requesting, viewing, updating, evaluating, and approval/denial of event requests.

**Expectations and Guidelines**

All members of the VUU community are expected to fully comply with all policies, protocols, procedures, and guidelines outlined in this document and elsewhere. Failure to adhere to all required policies, protocols, procedures, and guidelines may result in disciplinary action, including but not limited to termination, dismissal and/or loss of privileges, including access to campus buildings and resources. As per the ACHA guidelines, "meticulous adherence to public health practices including hand hygiene, physical distancing, proper cough/sneeze etiquette, frequent disinfection of common and high traffic areas, symptom assessment, temperature checks, and face-covering in public is the campus' new normal." Many of the strategies, processes, and procedures outlined in this document require each community member's full cooperation, as we are responsible for our own safety and the safety of those around us.

**MAINTAINING A HEALTHY ENVIRONMENT**

**Campus Access Restrictions**

The main entrance gate off Graham Road will be the only gate used to access entry and exit to campus until further notice. During campus opening, access to campus restricted to approved
VUU current students, staff, faculty, institutional tenants' employees, and institutional contract employees.

- **Students**
  - Must complete Daily Wellness Check
  - All students must carry their VUU ID cards to access campus at the main gate entrance
  - Valid parking decal will be required for entry
- **Campus-Based Employees**
  - Must complete Daily Wellness Check
  - All employees must carry their VUU ID cards to access campus at the main gate entrance
  - Valid parking decal will be required for entry
- **Vendors/Approved Visitors**
  - Provide ID at the main gate entrance
  - Complete Wellness Check and temperature check
- **Ride Shares**
  - Rideshare, food, and gift deliveries will not be allowed to drive through the campus. A designated area is located near the Security Booth for delivery drop off. At no time will items (food deliveries, gifts, or donations) be left at the security booth.

**Controlled Entry and Exit Point**
Where applicable, VUU campus-based employees and residential students must have a parking pass and ID card/badge to gain access to the campus. You may not hold or prop open exterior doors for any other person(s) to enter. After entering a building, follow proper guidelines by sanitizing your hands at the nearest sanitizer station and follow signage and all physical distancing guidelines outlined. Buildings that have swipe access will require an ID card to enter. All buildings are locked from 7:00 p.m. until 6:00 a.m., Monday through Friday, and all-day Saturday and Sunday provided there is no special request.

**Daily Wellness Checks/Communication**
VUU is adopting a community based daily check and monitoring process for all residential students and campus-based employees. Each member of the community is expected to stay informed, check emails and other means of communication, and complete the wellness checks. A Daily Alert Email will be sent each morning to all campus community members; this daily alert serves as the University's dashboard. The goal is to update the community on the status of the University's reopening plan, COVID 19 status information and, any other pertinent guidance. Information on changes regarding the health and wellness of the larger community, which includes the activation of our Emergency Response Plan, will be included as well. This communication will be sent by the Chief of Police/Director of Public Safety.

**Daily Wellness Checks**
The following are the questions on the daily wellness check:
1. Have you tested positive for COVID-19?
2. Since your last daily wellness check, have you been tested for COVID-19 for any reason?
3. Have you had a new fever (100.4°F or higher) or a sense of having a fever in the last 24 hours?
4. Are you experiencing shortness of breath or having difficulty breathing that cannot be attributed to another health condition (such as asthma)?
5. Do you have new chills that cannot be attributed to another health condition?
6. Do you have a new sore throat that cannot be attributed to another health condition?
7. Have you lost your sense of taste and/or smell?
8. Do you have new muscle aches (myalgia) that cannot be attributed to another health condition or specific activity (such as physical exercise)?
9. Do you have nausea, vomiting, or diarrhea that cannot be attributed to another health condition?
10. Do you have a new cough that cannot be attributed to another health condition?
11. Have you had contact with someone in the past 14 days with a suspected or confirmed COVID-19?
12. Have you traveled to any country on the CDC Travel Level 2 or 3 advisory list since you last completed the VUU Wellness Check?

Anyone who answers YES to any of the screening questions must alert the appropriate entity on campus for further guidance. Students, please contact Health Services, also known as Capital Area Health Network (CAHN) via telehealth at (804) 780-0840. All VUU faculty and staff members should contact the Virginia Union University Office of Human Resources and Talent Management (HRTM) at (804) 257-5841 or email AskHR@vuu.edu. In addition, SDS and HRTM will also contact all those who answer yes to any of the questions.

Please note, ALL campus-based employees are required to complete the Wellness Check each workday. If a campus-based employee works from home instead of on-campus on a given workday, they must complete the wellness check. Virtual based employees are NOT required to complete the wellness check. Residential students are required to complete the Wellness Check daily.

In the event an employee does not have access to technology and cannot complete the Wellness Check prior to arriving to campus, the employee MUST alert HRTM if they have any signs, symptoms, or tested positive for COVID-19 and not report to campus. If an employee does not have any signs, symptoms, or tested positive for COVID-19, upon arriving on campus, said employee would formally complete the Wellness Check at a designated computer workstation.

All vendors and others seeking to gain access to the campus will be required to complete the wellness check at the gate when entering the campus, along with a temperature check. All those who answer YES to any of the wellness check questions will NOT be allowed on campus.

**Recognize Signs and Symptoms**

The campus will conduct temperature testing at entry, outside random campus buildings, and major events. However, students, staff, and faculty are also required to conduct self-screenings and temperature checks daily in accordance with VDH & CDC guidelines. If a student requires testing, the institution will employ the following strategy.
**Randomized COVID 19 Screening - Students**

The University will implement a randomized RAPID or PCR testing strategy for all residential students during the Spring 2021 semester. This strategy will test a representative sample of residential students from the Housing & Residential Life roster. The selected students will receive an email 24 hours prior to the testing date and are required to sign up for a test appointment. Submitting this surveillance testing strategy is a requirement to live in residential housing—the RAPID or PCR test. If the RAPID test is used, there is no need to quarantine as one waits for results. However, if the PCR test is used, students must isolate. All students awaiting PCR results or who test positive will immediately be moved into isolation on campus.

The University does reserve the right to implement additional testing protocols for students and employees.

**Preparing for When Someone Symptomatic or Potentially Ill**

- Immediately separate faculty, staff, and students with COVID-19 symptoms (such as fever, cough, or shortness of breath).
- Provide quarantine/isolation facilities for campus-based students.
- Maintain a sufficient number of isolation spaces in readiness according to demand.
- Employees will be advised to quarantine/isolation at home.
- Follow CDC Guidance for caring for oneself and others who are sick.
- Quarantine suites used by an ill or potentially ill person will remain closed off until after cleaning and disinfecting is complete.
- Any areas previously utilized by sick persons will be thoroughly cleaned and disinfected upon notification.
- Clean and disinfect suite area no sooner than 24 hours after being vacated by an ill or potentially ill person with FDA approved disinfectant.

**Positive COVID-19 Process and Protocol to Return to Work and School**

- Anyone who tests positive for COVID-19 (PCR or Rapid) MUST disclose through the daily wellness check or appropriate university entity directly:
  - employees must report to Human Resources and Talent Management
  - students must report to Student Development and Success.
- A known or suspected COVID-19 positive person can return to the campus community when they have satisfied the following requirements:
  - An individual who has had close contact with someone with COVID-19 can return from quarantine after:
    - Fourteen (14) days have passed since the day of their last exposure
    - Continuing to have no symptoms
  - An individual with a confirmed case of COVID-19 can return after:
    - At least ten (10) days have passed since symptoms first appeared or from the day they were tested for COVID-19 (whichever comes first)
    - Three (3) consecutive days with no fever
    - Respiratory symptoms have improved
- Proof of a negative test PCR COVID 19 test results must be submitted to Student Development and Success or Human Resources and Talent
Management at the end of isolation in order to reenter the campus community.

An individual who tested positive for COVID-19 but had no symptoms (asymptomatic) can return after:

- Continuing to have no symptoms
- At least ten (10) days have passed since symptoms first appeared or from the day they were tested for COVID-19 (whichever comes first)
- Proof of a negative test PCR COVID-19 test results must be submitted to Student Development and Success or Human Resources and Talent Management at the end of isolation in order to reenter the campus community.

HRTM will notify the employee of their available leave and sick leave options and the enhanced paid sick leave offered by the Families First Coronavirus Response Act. The University will manage all cases with the utmost anonymity, not revealing an employee's test results. HRTM will notify the manager/supervisor of the employee's leave. HRTM will follow up with the employee and supervisor about the ability to work remotely (if there are no symptoms) or need to leave (if they have symptoms).

Contact Tracing

- SDS and HRTM will interview students and employees to determine who they have been in "close contact" within the previous two weeks. (The CDC defines "close contact" as "a person that has been within six (6) feet of the infected employee for a total of 15 minutes or more").
- SDS or HRTM will notify everyone who was possibly exposed at work or school without revealing the identity via telephone and email within 24 hours.
- SDS or HRTM will contact the Virginia Department of Health (Mr. Okey Utah, Epidemiologist) at 804-205-3752 and complete an online submission form.
- SDS or HRTM will follow up with the individual one (1) day before the isolation end date to discuss a return to work or school date and process. Before ending isolation, students and employees should consult their doctor and/or CDC guidance.

Information Sharing/Record Keeping

All students and employees who undergo COVID-19 testing with CAHN will be documented in accordance with HIPPA regulations. CAHN must report all positive cases to the Virginia Department of Health, and CAHN will contact the patient directly. Any positive outcomes will include continued check-ins with patients for at least 14 days following positive tests. CAHN support staff will contact patients with negative results. Any employee who submits documentation that may contain health information will be stored separately from the employee's personnel files.

Mandatory Training

All residential students, faculty & campus-based employees are required to complete the health and safety training. Attendance will be tracked and documented. The training will include an overview of the University's repopulation plan, as well as a review of institutional safety precautions in addition to the following based on community.
Promoting Healthy Behaviors that Reduce Spread

Hygiene and Sanitization
Every member of our community is responsible for following good hygiene (i.e., covering mouth and nose properly, washing hands, cleansing personal items) and sanitization. Measures will be implemented that include making disinfecting supplies available for all employees and students as they enter office space, classroom building(s), classroom(s), and/or Library facilities. Before instruction begins and as led by the course instructor, each student and professor will be required to sanitize their workspace. All members of the university community will be required to clean their offices and community spaces every day after use. Teach and reinforce the importance of handwashing with soap and water for at least 20 seconds and/or the utilization of hand sanitizer that contains at least 60% alcohol. Encourage students, faculty, and staff to cover coughs and sneezes with a tissue or use the inside of your elbow, dispose of used tissues immediately, and properly wash/sanitize hands.

- Resident Assistants will be asked to document policy infractions regarding the wearing of masks, social distancing, and visitation and gathering policies.
- Cleaning and sanitization will be everyone's responsibility; therefore, all VUU community members will be empowered and required to sanitize surfaces upon entering and exiting common spaces.
- Students will be expected to practice good hygiene routines after flushing the toilet to prevent the spread of germs due to splashing water by cleaning their spaces daily, proper daily hand washing.
- Community bathrooms will post an approved number of users based on occupancy, and the student will be required to spray down the facility after use.
- Students, faculty, staff, and vendors will be required to wear face masks at all times when on campus indoors and outdoors.
- Have adequate supplies to support healthy hygiene behaviors, hand sanitizer dispensers at primary entrances of all buildings and assembly spaces, soap, and disposable towels in community restrooms, and supplies of disinfecting wipes in all classrooms/labs and office areas.
- Discourage the sharing of items that are difficult to clean or disinfect between usages.
- Educate students to avoid sharing electronic devices, books, pens, and other learning aids.

Social Distancing Protocol
Social distancing should be practiced in combination with other everyday preventive actions to reduce the spread of COVID-19, including wearing cloth face coverings, avoiding touching your face with unwashed hands, and frequently washing your hands with soap and water for at least 20 seconds. The following are tips from the CDC for practicing social distancing will be marketed and promoted weekly through all Virginia Union University communications channels https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html

Physical Distancing Protocol
Members of our community are required to adhere to physical distancing (social distancing), according to the CDC. This would mean keeping a safe space between yourself and other people. To practice social or physical distancing, stay at least 6 feet (about two arms' length) from other
people if you are indoor and outdoor spaces. Physical distancing practices may include continuing remote-working or learning, limiting large meetings and gatherings, postponing non-essential meetings and events, reducing occupant density through staggered schedules and shifts, removing seats from shared spaces, modifying circulation patterns inside and outside of buildings, and providing signage and/or physical barriers and/or partitions in public areas (i.e., elevators, lobbies, classrooms, cafeterias, retail spaces, and densely populated areas). Implementation of such efforts will occur in collaboration with various campus departments. In addition, enforcement of said policies will occur through the Division of Administrative Services and Business Solutions.

Clean and Disinfect
Housekeeping will continue a daily schedule of cleaning (trash removal, floor cleaning, dusting, etc.) along with increasing disinfecting and sanitizing efforts in each University building daily. Housekeeping has three shifts during the workweek from 5:00 a.m. until 7:00 p.m.

- Monday through Friday 5:00 a.m. until 1:00 p.m.
- Monday through Friday 7:00 a.m. until 3:00 p.m.
- Monday through Friday 11:00 a.m. until 7:00 p.m.
- Saturday & Sunday 7:00 a.m. until 11:00 a.m.
- All common spaces (restrooms, lobby, lounge, hallways, stairs, open office areas).
- All products used for disinfecting meet the Environmental Protecting Agency (EPA's) criteria for use against SARS-CoV-2.
- Housekeeping Workers will perform additional Electrostatic Sanitization.

Individual Student, Faculty, and Staff Disinfecting Responsibility
- Students are responsible for their living space, personal items, and any furnishings/equipment they use in a classroom or lab (tabletop, chair, microscopes, etc.).
- Faculty and staff are responsible for their personally used furnishings/equipment in their offices, classrooms, labs, lounges, breakrooms (desktops, chairs, files, computers, telephones, microwaves, etc.).
- Facilities will provide disinfecting wipes and/or disinfecting spray and cloths in classrooms, labs, offices areas, and Henderson Game Room (based on appropriate stage) for individuals to utilize for the disinfecting effort.

WORK CULTURE

The Department of HRTM is dedicated to VUU employees and providing timely information to ensure that safety is critical. All members of our community must adhere to the protocols and guidance. The safety of our community must be everyone's priority. The following outlines the precautions and procedures we will implement and follow as part of our collective effort to repopulate campus and protect personnel. Some employees may be unable to return to campus for a variety of reasons, including their actual vulnerability to COVID-19. For more information, contact Human Resources and Talent Management at (804) 257-5841.

Remote and Campus-Based Employee
Virginia Union University will designate employees as campus-based or remote. Unit heads of each division will complete the Spring remote/campus-based spreadsheet, and the COO will
review and approve each employee designation. Campus-based employees are employees who work onsite at the VUU campus. Employees will be notified of their designation via a written letter from HRTM and their supervisor will provide their work location. Campus-based employees will be required to report to campus by Monday, January 4, 2021. All employees will be required to enter via the main campus checkpoint.

Travel
Non-critical university travel is suspended. All request to travel must be approved by the President or his designee. Employees are encouraged to avoid personal travel to countries with a CDC Level 2 or Level 3, Travel Health Notice related to COVID-19. The VUU community members should be aware their personal travel could impact their ability to return to the campus. Employees must notify Human Resources of travel to a Level 2 or Level 3 Health Notice country before returning to campus. Travel Report Form should be completed if anyone decides to travel and is located in myvuu.edu on the left-hand side.

THE ACADEMY

VUU's academic spring semester will consist of virtual-based learning (VBL) and reduced-capacity campus-based learning (CBL). To facilitate informed decision-making and comprehension of the newly formatted academic calendar, faculty advisors have intensified their efforts by encouraging the use of the VBL platform for all students while reserving opportunities for face/face instruction to those students who require it. Academic advisement is ongoing and is complemented by a full schedule of course options on our website. Also, in response to the COVID-19 pandemic, other adjustments have been made to the academic calendar by eliminating the Spring Break (March 1-5, 2021) and suspending all student study abroad activities and term away opportunities.

Method of Instruction
Our primary method of instructional delivery is VBL and supplemented by CBL. All CBL course instruction is highly contingent upon updated information received from the U.S. Centers for Disease Control (CDC) and the Virginia Department of Health (VDH). Most courses across all disciplines and levels (undergraduate/graduate) are offered in a virtual-based synchronous model. However, some courses are campus-based, and some are virtual in an asynchronous model. Synchronous learning requires a student to sign-in to the class on the day and during the time of the class. Asynchronous learning allows a student to learn on their own pace following the instructor's deadlines. Supplemental instruction will be offered asynchronously via VBL.

All VUU students will have the option to register for a full course load over a series of academic terms to ensure continued matriculation and 4-year graduation. Learning supports are available for all students. Enrollment and classroom-size will be restricted by social distancing requirements and a 50% reduction of room occupancy. VBL courses will transition to CBL starting February 1, 2021; learning supports will be available for all students. Routine and rapid disinfecting will occur between classes and will be conducted by students and led by the course instructor.
Douglas Wilder Library and Learning Resource Center

The L. Douglas Wilder Library and Learning Resource Center will remain open to residential students and is closed to the public for the Spring semester. The Library staff will provide virtual-based services and face-to-face services as needed. Room occupancy limits will be set, and students, faculty, and staff will be required to maintain a social distance of 6 feet and wear a face covering. The Library will hold the following hours from February 1, 2021 through April 30, 2021.

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<td>8:00 a.m. to midnight</td>
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CAMPUS LIFE

Orientation

The SDS Division includes the on-boarding of new students and the protocols and expectations for the training of students. All registered students will need to complete the orientation and training before the start of classes, January 11, 2021. All student endeavors will be conducted via virtual learning modalities. Individually, all students will be contacted utilizing a combination of the following electronic platforms: Microsoft Teams, my.vuu.edu (the University's learning management system), Instagram, Microsoft Forms, as well as email.

Housing & Residence Life

All residential students must have the following to be able to move-in:

1. Students must be approved and financially cleared to move-in.
2. Complete the COVID-19 training prior to arrival.
3. Obtain a PCR COVID-19 test no more than five (5) days before arrival. Students must arrive with testing documentation that shows a negative PCR COVID 19 test. Students (and families) shall check with their local testing facilities to be aware of the testing response time to align with the scheduled move-in date.

Move-In Process

- The residence hall move-in process will be spaced out over a multi-day period (from February 1st – 5th).
- During the move-in process, all students will be required to identify an emergency contact.
- Two (2) family members per student will be allowed, and all move-in participants must wear a face covering and gloves at all times. The family members will have to complete a wellness check at the gate.
- Students will be allowed two (2) hours to move into their residential space.
- Additional details about Spring move-in will be shared with those who have been approved for Spring housing through the Move in Guide.
- Prior to receiving their move-in date and time, students will be required to complete the Spring 2021 Semester's VUU COVID 19 Safety Training (training will be offered via
myVUU), negative COVID PCR testing, and cleared for housing (approved assignment, no conduct violations, and financially cleared).

**Life in the Residence Halls**
The residential living will look vastly different than it has in the past. According to CDC guidance, during the pandemic, we will have restricted access, visitation and be required to follow physical distancing, hygiene practices, and cleaning/disinfecting protocols.

- Upon arriving on campus and before entering the residence halls, students will be required to complete a COVID-19 student assessment and screening with Health Services.
- Resident Assistants and Hall Directors will do regular rounds and work shift to ensure compliance with these practices and procedures.
- Submitting to this surveillance testing strategy is a requirement to live in residential housing.
- All students MUST wear a face mask when not in the assigned room. Whenever an individual is in close proximately with another, you must have a mask on regardless of the location.

**Student Covid-19 Randomized Testing Strategy**
The University will implement randomized RAPID testing for all residential students for the Spring 2021 semester. A sample of our residential community will be randomly selected from the Housing & Residential Life roster. The selected students will receive an email 24 hours prior to the testing date and are required to sign up for a test appointment. Once a student has been randomly selected for testing, they will not be selected again for this purpose until all students have been tested. Students tested through this process may be required to be tested at other times based on their symptoms or close contact with a COVID-19 positive individual. Submitting to this surveillance testing strategy is a requirement to live in residential housing.

We will continuously monitor our community's conditions by testing for the prevalence of COVID-19 in the university population to inform our decision making. Regular testing also identifies people with COVID-19 who do not have symptoms, preventing further spread of the disease on campus and in the broader community.

**Move-Out Process**
- The last day for campus-based instruction will start on Friday, April 30, 2021
- Residential students will be required to schedule move-out appointments
- Two (2) family member per student will be allowed, and all move-out participants must wear face coverings and gloves
- Spring move-out details will be shared with those who have been approved for Spring housing

**Student Conduct**
For both newly matriculating and returning students, we will emphasize their role in working to maintain a safe campus community. Specifically, we will prioritize efforts to determine the root cause of student anxiety and uncertainty, as well as implement efforts to mitigate these issues. We will explain the student's responsibility in adhering to on-campus policies and procedures,
and the health and safety implications of their actions. The current student conduct emergency management protocol indicates that any student who engages in activity that has the potential to harm any member of the campus community during this time will result in the removal of the student from our on-campus community.

The VUU Student Handbook governs the behavior of our community. The document includes the rights and responsibilities of our community, both on- and off-campus. The most up-to-date version of this handbook can be viewed online at [https://www.vuu.edu/vuu-student-handbook](https://www.vuu.edu/vuu-student-handbook). Students will be held accountable for adhering to the policies and procedures outlined in the handbook. The current handbook remains valid until the next edition is published. During this pandemic, the University has enacted its Emergency Management Protocol: [vuu.edu/vuu-student-handbook/emergency-management-protocol](https://vuu.edu/vuu-student-handbook/emergency-management-protocol). This protocol empowers the Director of Residence Life and Conduct or Dean of Students to render conduct decisions that ensure the campus community's overall health and safety.

**ATHLETICS AND BAND**

The health and safety of all student-athletes, coaches, and staff are of the utmost importance. VUU will not be engaging in sports during the Spring 2021 Semester. However, the University is aware of instances that may require athletes and band members to gather. These include resocialization/conditioning and approved band activities. Activities will mostly be virtual, but any in-person activities (indoors and outdoors) will be coordinated by the Athletic Department. The following procedures will be implemented to ensure safety and reduce the spread of the virus:

- Practice good hygiene: Wash your hands often with soap and water for at least 20 seconds; use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- All participants, including coaches, must wear a face covering or mask that covers your nose and mouth
- All participants must practice social distancing
- Athletics will ensure temperature checks are completed. All those found with a temperature of 100.4 F will not be allowed to participate and advised to follow up with CAHN.
- The Athletic Department will also ensure student-athletes and band members have completed the VUU Daily Wellness Check. Those who have not completed the check or have answered YES to any of the questions will not be allowed to participate.
- Resocialization/conditioning activities will be closed to individuals who are not a part of that team.
- Student-athletes must shower and wash their workout clothing immediately after workouts.

**Conditioning or Workouts**

- Teams will begin practice once all screenings, assessments, and testing have been completed and confirmed through the athletic training staff and health services.
- Conditioning and workouts will be closed to individuals who are not a part of that team.
• All temperature checks and COVID-19 screenings must be completed at least one hour before the start of practice each day.
• No student-athlete, coach, or other support personnel should enter practice without completing a temperature check and COVID-19 screening.
• Student-athletes must shower immediately after practice before leaving the athletic facility.
• All practice gear should be laundered immediately following practices.

If state and local health officials require stricter social distancing, coaches should be prepared to modify practices to accommodate small groups or additional practices.

**CAMPUS SAFETY**

Virginia Union University Police (VUUPD) and Public Safety are committed to students, faculty, and staff's safety and wellbeing. Campus Police will collaborate and partner with all campus entities to maintain a safe and secure campus environment and are committed to responding with the utmost care and compassion during this pandemic.

**VUU Identification Cards**

All university students, faculty, and staff shall be given a University ID card. To obtain a VUU ID card; upon completion of all enrollment and hiring processes; each student, staff, or faculty will contact VUU Police at (804) 257-5777 to make an appointment to retrieve a card or stop by Pickford Hall G7 (Monday through Friday, between the hours of 8:00 a.m. - 4:30 p.m.). Only one person at a time will be allowed in the area to take a photo and receive a new ID card.

**Visitation**

• Foot traffic and gatherings in University facilities and common spaces will be limited through reduced facility entrances and visitor restrictions.
• All individuals who wish to access the campus must be vetted and approved to enter the campus.
• Anyone who enters campus by foot must go directly to the security booth for an ID check and health screening.
• Non-business visitors are prohibited, and work-related visitation will be limited in all workspaces.
• All approved guests and those with appointments are to exit campus when the appointment and business are completed. Making unauthorized visits to other individuals or areas on campus is prohibited.
• The curfew of 11:00 p.m. – 5:00 a.m. will be enforced for all residential students who reside on campus. Between that time, no access will be granted to campus.

**Enforcement and Accountability**

Failure to follow the required behavioral expectation and university policies and procedures related to COVID-19, including face covering and training requirements, is considered at a minimum a basis for the violation of the Student Code of Conduct (students) and University Code of Conduct (faculty and staff) and may result in disciplinary action.
Vendors that fail to adhere to University expectations and requirements may lose access to University facilities and services. Vendor supervisors will be identified, contacted, and informed of the infraction. The VUU department that manages the vendor relationship will also be notified and ask for follow up to ensure compliance. An approved guest that fails to adhere to University expectations and requirements will be asked to leave campus and subject to arrest based on the severity of the infraction.

**Declaration of an Emergency**

The authority to declare a campus state of emergency rest with the President or his/her designee. Until the President makes such a declaration, the Chief of University Police will place into immediate effect the procedures necessary to meet the emergency, safeguard persons and property, and secure University facilities.

- In the absence of the President, the succession of authority for directing an emergency is the Executive Vice President/Chief Operating Officer, followed by the Chief of University Police. In the absence of either, you would contact the Sr. Vice President of Academic Affairs/Provost.
- Once a Level III emergency is declared, only registered students, faculty and staff are authorized to be on campus or to enter University-owned or operated buildings.
- Anyone who cannot present proper identification showing their legitimate business on campus or in a building with restricted access will be required to leave. Unauthorized persons may be subject to arrest.

**Campus Outbreak Management**

If 4% of the total campus-based student body becomes infected with COVID-19, then the President or his designee will decide to enact the emergency response protocol. Decisions regarding dismissals and shutdowns will be made in consultation with local and state public health officials. If a shutdown is necessary, then the campus will activate the VUU Emergency Operations Plan.

**Campus Community/Shutdown**

The purpose of this policy is to establish general guidelines for students and personnel in the event of an on-campus emergency evacuation. It is the policy of Virginia Union University that whenever there is an immediate or potential danger to life (including health and/or safety), the University will take every action necessary to protect life and property. Those actions may include partial or complete campus closure and evacuation of all or some people in accordance with this policy and the Emergency Management Action Plan.

The President/CEO or designee will announce any closure decisions, then Campus Police, with facilities' assistance, will close the campus. It should be noted that some unplanned events or emergencies may dictate the need for a Campus Police to exercise his/her officer powers to direct persons to evacuate or remain in buildings directly affected by criminal or non-criminal incidents for safety and evidence preservation purposes.
**The Crisis Communications Team**

This team is comprised of staff that will play a critical role in addressing the crisis and any disruption to the University. In an emergency, instant alert messaging will be sent to registered VUU students, faculty, and staff using text messaging via personal cell phones. The officer on duty will notify the Chief of Police of any campus emergency as necessary and at the direction of the Chief will initiate the notification system by calling the following and other University administrators as appropriate:

- President & CEO
- Executive Vice President/Chief Operating Officer
- University Police Chief and Director of Safety
- Associate Vice President for Enrollment Management
- Senior Vice President for Business Affairs
- Senior Vice President Institutional Advancement
- Senior Vice President/Provost

**PLANNING TEAM**

In August, the University developed a tactical team to monitor the daily activities of the campus. This team worked with each divisional lead to update the spring plan. The team will continue to meet and monitor this plan's implementation and the campus's health and safety. The team will be led by Mrs. Tasha Hunt, Director of Environmental Health and Safety. Members of the tactical team include President Hakim Lucas; Dr. Allia Carter, COO & EVP; Dr. Terrell Strayhorn, Sr. Vice President for Academic Affairs and Provost; C. Misha Thomas, Chief of Police/Director of Public Safety; Ms. Kisha Pope, Associate Vice President for Enrollment Management; Mr. Brock Mayers, Dean of Students; Ms. Dawnyale Bundy, Director of Housing and Student Conduct; and Ms. Felicia Johnson, Athletic Director.

Each of them worked with respective Vice Presidents to update the Spring 2021 Opening Plan. We would like to thank Mr. Gregory Lewis, Ralph Dickerson, Ms. Kristie White, Doreen Dixon, Ms. Kendra Mayers, Ms. Julie Billie, Ms. Sharonne Jennings, Dr. Dallas Dance, Mr. Freddie Robinson, Mr. Robert Lynn, Major Robert Cottrell, Mr. Brian Bullock, Ms. Ayasha Sledge, Ms. Pamela Cox, Ms. Angela Hayes, Mr. Jerome Furtado, Mycah Richardson, Justin-Mychal White, and SGA Representatives.