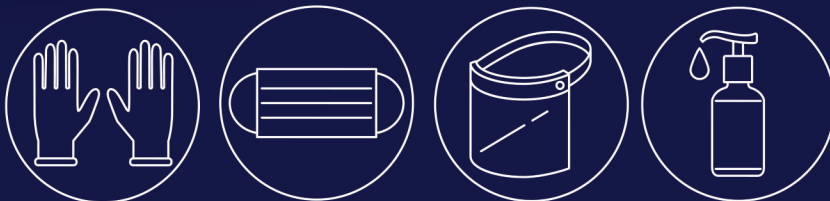


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FALL 2021

PROTECTING THE PRIDE PLAN



Find out more at
www.fmuniv.edu/coronavirus



FALL 2021 PROTECTING THE PRIDE PLAN



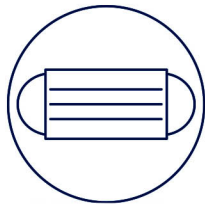
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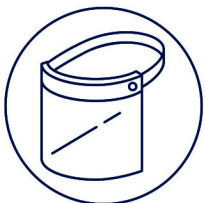
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FALL 2021 PROTECTING THE PRIDE PLAN

INTRODUCTION

The Protecting the Pride Plan (PPP) serves as a comprehensive set of strategies to help the university manage the current challenges imposed by the global pandemic – COVID-19. This plan is fluid and will be adjusted according to new regulations and guidance by health officials. We will continue to take all precautions to maintain a safe campus and to protect the University community. You must also do your part to protect the pride. Unfortunately, the new Delta Variant compounds the situation for our nation. The best solution is for everyone to **GET VACCINATED**.

The goal is to continue to provide the highest quality education and student experience in the safest possible environment. *Please be advised that this plan is subject to change per Centers for Disease Control (CDC) and Health Departments guidelines.*

As we start the new academic year, below are some key dates to remember as well as actions that will be part of our safety protocols.

2021 FALL KEY DATES	
Monday, August 23, 2021	First Day of Classes (Regular and Session A)
Monday, September 6, 2021	Labor Day (no classes)
Monday, October 11 – Friday, October 15, 2021	Mid-term Examinations
Saturday, October 16, 2021	Fall Session A Ends
Monday, October 18, 2021	<i>Fall Session B Begins</i>
Thursday, November 11, 2021	Veterans Day (no classes)
Wednesday, November 24 – Sunday, November 28, 2021	Thanksgiving Recess
Saturday, December 4, 2021	Last Day of Classes for Fall Regular Term
Monday, December 6 – Saturday, December 11, 2021	Final Examinations
Sunday, December 12, 2021	Residence Halls Close at 5:00 p.m.

UNIVERSITY-WIDE TESTING

ANYONE entering the campus for the start of the Fall semester is required to take a COVID-19 test prior to check in. This includes students, faculty, staff, parents, guests, and selected vendors. Even if you are vaccinated, **all students, faculty, staff, and vendors on campus will be required to test weekly.**

Results will be available within 15 minutes via the Navica app. The Navica app is free and can be downloaded in the U.S. from the [App Store](#) (Apple devices) and the [Google Play Store](#) (Android devices). After downloading the app, simply enter the requested information. Testing will be conducted in the Lou Rawls Center for the Performing Arts on the following days and times:

- Monday 8:30 a.m. – 12:00 p.m. (***last group tested at 11:45 a.m.***)
 1:00 p.m. – 5:00 p.m. (***last group tested at 4:45 p.m.***)
- Tuesday 8:30 a.m. – 12:00 p.m. (***last group tested at 11:45 a.m.***)
 1:00 p.m. – 5:00 p.m. (***last group tested at 4:45 p.m.***)
- Wednesday 8:30 a.m. – 12:00 p.m. (***last group tested at 11:45 a.m.***)
 1:00 p.m. – 5:00 p.m. (***last group tested at 4:45 p.m.***)
- Thursday 8:30 a.m. – 12:00 p.m. (***last group tested at 11:45 a.m.***)
 1:00 p.m. – 5:00 p.m. (***last group tested at 4:45 p.m.***)
- Friday **NO TESTING**

The following chart is a quick reference to help make your return to campus as smooth as possible.

2021 FALL PROTOCOLS		
COVID-19 PROTOCOLS	UNVACCINATED	VACCINATED
MASKS	Wear a mask at all times	Wear a mask at all times
SOCIAL DISTANCE (6 feet apart)	Yes	Yes

<p>HYGIENE (sanitize, handwashing, cough/sneeze etiquettes)</p>	<p>Yes</p>	<p>Yes</p>
<p>TESTING (test before reporting to your work site or class)</p>	<p>Weekly</p>	<p>Weekly</p>
<p>IF YOU COME IN CLOSE CONTACT WITH SOMEONE WHO HAS COVID-19 (within 6 feet for more than 15 minutes within 24 hours)</p>	<p>Test Immediately</p>	<p>Test Immediately</p>
<p>QUARANTINE (when you might be exposed)</p>	<p>Yes, for 14 days</p>	<p>No, unless you have symptoms. BUT: *Must test 3-5 days after exposure *you must wear a mask indoors in public for 14 days OR until you get a negative result</p>
<p>ISOLATE (when you might be infected)</p>	<p>Yes, for 10 days and 24 hours with no fever without use of medications and other symptoms are improving</p>	<p>Yes, if your test result is positive, then isolate for 10 days</p>

Anyone arriving outside of outlined testing hours will need to arrange for a place to stay (e.g., a hotel) until you receive a negative test result.

If you test positive, you will need to leave campus immediately and isolate in accordance with CDC and Health Department guidelines. After the designated isolation period, you will be apprised of the date you may return to campus with negative test results.

Upon testing negative, you will be given a “Protect the Pride” welcome kit containing personal protective equipment (PPE) (i.e., mask, sanitizer, etc.), as well as a wristband. Wristbands show that you are cleared to be on campus, and can access any public areas including residence halls, classrooms, labs, offices, dining hall, and other common areas. Wristbands are **color-coded for each week**, and valid until your next weekly test (except if you test positive during that week).

If you don't have a valid wristband, you will have your temperature checked and receive a temporary guest wristband (valid for four hours only) until you can be tested. Be advised that this procedure will be followed campus-wide at all entry points, including the faculty and staff traffic entrance lane. Our safety and security team are actively monitoring to ensure everyone's wristband is current.

We continue to monitor the recent spike in COVID-19 cases nationwide and want you to know your FMU leadership team has been hard at work to protect the health and safety of everyone while on campus. Our university will continue to follow CDC guidelines and recommendations.

- All campus COVID-19 protocols remain active, including social distancing and wearing a mask or facial covering over your nose and mouth.
- We strongly encourage everyone to get vaccinated. The vaccine protects you, your family, and the community. If you have already had COVID-19 in the past, it is still recommended that you get vaccinated. To find your nearest vaccination site, please use the Miami-Dade County COVID-19 Vaccine Finder.
- The Fall 2021 COVID-19 Compact is an agreement all Lions must follow to Protect the Pride. Please click [here](#) to acknowledge you have read, understand, and remain committed to the COVID-19 Compact before you return to campus.
For more information, please see Appendix A.

CAMPUS/CLASSROOM PROTOCOLS

All classrooms and facilities will be sanitized frequently. There will be enhanced campus signage and social distancing measures that must be adhered to. There will also be sanitizing wipes in each classroom. Students, faculty and staff will be required to wipe down their work area(s) after each use.

Classrooms will be sanitized daily between classes, with an intense sanitization each night. Labs will be sprayed after each use. If someone in a classroom tests positive, that classroom

will shut down for 24 hours for sanitization. Everyone in that class will need to be tested if students have not followed CDC and Health Department guidelines, adhered to social distancing, and worn protective masks.

FMU will conduct contact tracing in accordance with procedures outlined by Johns Hopkins University.

Lounges, multi-purpose rooms, and fitness rooms in the residence halls will be closed. This may be updated as the semester progresses, and CDC guidelines are updated. Lobbies, laundry rooms and computer labs in the residence halls will be open and will be sanitized regularly.

In addition to these protocols, FMU will continue to:

- Encourage everyone to get vaccinated
- Monitor new recommendations provided by federal, state, and local health officials
- Communicate accurate and timely information to the FMU community
- Require isolation/quarantine and contact tracing, in the event of a positive test result
- Encourage hand washing and good hygiene
- Require the wearing of facial coverings in class and in large group settings
- Conduct temperature checks
- Enforce social distancing
- Distribute PPE (replenishing supplies as needed)

If you are not feeling well, it is your responsibility to get tested as soon as possible and follow all protocols in the event you test positive or have an exposure. You can find the CDC's current list of COVID-19 symptoms [here](#).

For a full list of our enhanced cleaning and disinfection protocols, please see Appendix B.

HOUSING AND RESIDENCE LIFE

The Office of Housing and Residence Life will work closely with the Division of Student Affairs, the Health and Wellness Office, and the Facilities and Operations Department to create a healthy and welcoming environment for our students. Our halls will be regularly sanitized and cleaned, stocked with PPE, and feature signage. Students will be required to wear their masks when in public spaces in the residence halls and wear the applicable wristband. Our professional staff and RAs will provide regular communication and programming to help students feel safe and prepared to navigate campus and succeed in classes.

We are providing 20 beds that will be designated for Isolation and Quarantine (I/Q) for students who test positive for COVID-19 or are in close proximity to someone who tested positive for COVID-19. These rooms will be cleaned by professional staff. Students who are assigned to I/Q will be provided with meal delivery, contact information for health providers on campus and in the Miami-Dade area, and have regular communication with our contact tracing staff and housing staff.

Per guidance from the CDC, residential students who test positive for COVID-19 will be required to isolate for at least 10 days (isolation separates those who test positive for COVID-19

from those who are not sick). Students who are in close proximity with someone who has tested positive for COVID-19 will be required to quarantine for at least 14 days (quarantine separates and restricts the movement of those who were exposed to COVID-19 to see if they become sick). If we have available rooms on campus, the student will be required to isolate in the designated isolation room. If we do not have any available rooms on campus, the student will need to isolate off-campus.

For our full Residence Life plan, please see Appendix C.

INSTRUCTIONAL PLAN

As an institution of higher education, FMU strongly encourages vaccination for all members of our school community. In addition to this recommendation, we will continue to provide masks, hand and room sanitization, classroom reconfiguration for social distancing, weekly onsite testing, and constant communication of safety measures with violation enforcement. Our largest classes will be held in auditorium spaces.

We will ensure continuity of learning for any student who may be in isolation or quarantine due to COVID-19. Any requests for accommodations by faculty and staff will be evaluated on a case-by-case basis, in compliance with the Americans with Disabilities Act and public health guidelines.

For our full Instructional Plan, please see Appendix D.

STUDENT EXPERIENCE

It is vital we balance the importance of the student experience with the need to protect our campus community. We will assist students and organizations with planning their activities with resources that have been created to provide guidance on how meetings and events should be managed, and what types of programs can be hosted. We will also monitor student organizations for compliance with the outlined protocols.

For our full Student Experience Plan, please see Appendix E.

ATHLETICS

Our updated athletics guidelines maximize the safety and well-being of all attendees, including student-athletes, officials, staff, and spectators. These guidelines affect FMU home athletic events in the Wellness Center, Harry T. Moore Field, and Beach Volleyball Courts. These guidelines will be updated as circumstances warrant.

Student-athletes are required to test weekly (on Mondays), which exceeds the criteria of both the Sun Conference and the NAIA. A symptom questionnaire and screening will be conducted daily. Additional cardiac screening and testing will be conducted for student-athletes who test positive.

Travel parties or anyone with field or floor access for all sports who will be on campus for more than four hours will have a temperature check and must provide proof of a negative COVID-19 test within the last 72 hours.

Any personnel seated at the scorer's table(s) must complete a symptom and temperature check upon arrival at the venue and wear a face covering at all times. The Wellness Center will be cleaned and sanitized twice daily, with special emphasis on high-touch surfaces.

Attendance at home athletic competitions is limited to FMU students, faculty, and staff. No outside guests are permitted at home games on campus, until further notice.

All spectators will have their temperature taken upon entering the facility and must follow FMU protocols for entering campus. Spectators are to sit on designated markings on bleachers and practice social distancing at all times while attending FMU home games. No outside food or drinks are permitted.

Following the contest, all spectators will be asked to immediately vacate the venue through designated exit doors to avoid congregating with team members and other spectators. All home games will be live streamed free of charge. Please visit www.fmuathletics.com for livestream details.

TRAVEL PROCEDURES

Any FMU travel must be for a business necessity, with no other means of meeting (e.g., virtual conference, college fair, Zoom/Teams/video conferencing capabilities not available), and pre-approved by the employee's supervisor. Only fully vaccinated employees will be granted travel privileges. Employees are responsible to check for any travel advisories or restrictions, both for the intended destination and any applicable restrictions upon their return. Employees must also wear a mask and take other public health precautions during travel. In the event travel is international, fully vaccinated employees must get tested before flying back to the United States and then get tested 3-5 days after travel outside of the U.S.

FMU COVID-19 Website and Dashboard

The [COVID-19 website](#) will be updated regularly to bring the FMU community the latest relevant information, including messages to relevant stakeholders, the most recent travel advisories, Frequently Asked Questions, and more. The community can view our [COVID-19 Dashboard](#) anytime for the most recent results of our campus testing.

ADDITIONAL RESOURCES

- Should you need support services, they remain available to you, particularly the Employee Assistance Program (EAP). To learn more about the Lincoln Financial EmployeeConnect program (EAP). Visit www.GuidanceResources.com and/or call 888-628-4824).
- [Center for Disease Control](#)
- [Florida Health Department](#)
- [World Health Organization](#)
- [Feeding Florida](#) - Learn more about local resources, food banks and assistance for those who may need it.
- University Counseling and Student Support: please call 305-626-3138 with questions, concerns, or to schedule an appointment.

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FMU's
COVID-19 COMPACT
GUIDELINES FOR FALL 2021

Appendix A



FLORIDA MEMORIAL UNIVERSITY - COVID-19 COMPACT

As a proud member of Florida Memorial University, I acknowledge that we all have a shared responsibility to protect each other. I understand that we must all do our part to Protect the Lion Pride and engage in behavior that reduces the spread of COVID-19. Every member of the FMU community must strictly follow all of the safety precautions, measures, and recommendations of the CDC, state and local health department, and other relevant authorities (“Guidance”).

I know that by engaging in life on campus, I may be exposed to COVID-19 and other infections. I understand COVID-19 is a highly contagious virus and it is possible to develop and contract COVID-19 even if I follow the Guidance. I understand that although the University is following the Guidance, I can never be completely shielded from all risk of illness caused by COVID-19 or other infections. I also understand that despite all diligent and reasonable efforts by FMU, I can still contract COVID-19 and other infections.

Because I care about myself and the Lion Pride, I will do the following:


- Educate myself and get the COVID-19 vaccine to protect myself, my family and the community. The vaccines help to protect our immune systems and fight the virus that causes COVID-19. Currently, vaccinations are highly recommended for all FMU family members. If you’ve already had COVID-19 infections in the past, it is still recommended that you get vaccinated. Do it for you!
- Get tested, isolate and quarantine when necessary. I will also participate in contact tracing and cooperate with all FMU COVID-19 directives.
- Wear a face covering, mask, or the appropriate personal protective equipment in all public spaces.
- Follow the Guidance for preventing the spread of COVID-19. **S.P.R.E.A.D.** the Pride, STOP COVID-19 **Sanitize, Protect, Respect, Educate, And, Distance.**
- Limit attending or hosting social gatherings. Gatherings held in violation of the Guidance have contributed to large outbreaks of COVID-19 at other colleges and universities.
- Comply with all University travel restrictions and visitor policies.
- Follow new and modified information and health and safety requirements from FMU found at www.fmuniv.edu/coronavirus as they become available as public health and medical experts continue to learn more about COVID-19. I understand that it is my responsibility to stay informed of these changes to protect myself and the FMU community.
- Regularly visit www.fmuniv.edu/coronavirus for updates from the University.

I have read, understand, and agree to comply with this Compact. I agree that I will immediately notify designated FMU personnel (AVP of Student Affairs or Human Resources) if I begin to exhibit any COVID-19 symptoms or if I test positive for COVID-19. I acknowledge that FMU policies and procedures outline sanctions, including suspension or expulsion from the University, or disciplinary actions, up to and including separation of employment, that may be imposed should I fail to comply with reasonable directives from FMU or other officials, including the requirements stated above.

I promise to do my part to Protect the Pride!

FLORIDA MEMORIAL UNIVERSITY

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PROTECTING THE PRIDE
COVID-19 PREVENTION:
ENHANCED CLEANING &
DISINFECTION PROTOCOL
GUIDELINES FOR FALL 2021

Appendix B

PROTECTING THE PRIDE COVID-19 PREVENTION: ENHANCED CLEANING AND DISINFECTION PROTOCOL

Florida Memorial University has implemented the following routine enhanced cleaning and disinfection protocol as an element of the University's COVID-19 Prevention Plan with the goal of ensuring a healthy and safe campus. This plan was developed by the University's Facilities Department reflecting protocol requirements and guidelines set forth by the CDC and the State of Florida Health Department.

1. GENERAL

The frequency of enhanced cleaning and disinfection has increased throughout the entire campus, focusing on high touch surfaces in areas such as residence hall communal rooms, public restrooms, lobbies, dining hall, classrooms and libraries. High touch surfaces include desks, tables, handrails, faucets, doorknobs, light switches, kitchen appliances, drinking fountains, and shared equipment and computer workstations (e.g., monitors, keyboards, accessories, input devices). Cleaning and disinfection will be done at least one time per day in occupied spaces. The frequency of cleaning and disinfection is based on occupancy and use conditions.

The table in Appendix 1 outlines the typical spaces and surfaces requiring cleaning and disinfection at the University, the roles and responsibilities, and the minimum frequency for cleaning and disinfection.

2. CLEANING AND DISINFECTING SURFACES AND EQUIPMENT

- A. Clean surfaces and objects that are visibly soiled as the first step in the disinfection process. If surfaces are dirty to sight or touch, they should be cleaned using a detergent, or soap and water prior to disinfection.
- B. Use an EPA-registered disinfectant approved for use against the novel coronavirus. Refer to the American Chemistry Council list of products pre-approved for use against emerging enveloped viral pathogens, or the EPA list of registered disinfectants approved for use against SARS-CoV-2.
- C. Follow the manufacturer's instructions for safe and effective use of all cleaning and disinfection products (e.g., dilution concentration, application method and contact time, required ventilation, and use of personal protective equipment).
 - I. The disinfectant concentrations and contact time are critical for effective disinfection of surfaces.
 - II. Ensure that disinfectants are prepared in well-ventilated areas and handled safely, while wearing the appropriate personal protective equipment (PPE) to avoid chemical exposures.

- III. Review the Ecolab COVID-19 Chemical Disinfectant Safety Information guide for recommended safety measures for common disinfection agents.
- D. Consult the manufacturer's recommendations on cleaning products appropriate for electronics. If no guidance is available, consider the use of alcohol-based wipes or spray containing at least 70% alcohol. Use of alcohol-based products may reduce risk of damage to sensitive machine components. Whenever possible, consider using wipeable covers for electronics. Dry surfaces thoroughly to avoid pooling of liquids.
- E. The following solutions are also effective for disinfection of hard, non-porous surfaces; guidance for cleaning and disinfection is provided by the American Biological Safety Association (ABSA).
 - i. Bleach solution: 2%-3% diluted bleach solution (1000 ppm chlorine). Prepare a diluted bleach solution by doing the following: Mix 5 tablespoons of household bleach per gallon of water. After application, allow 2 minutes of contact time before wiping, or allow to air dry (without wiping). Prepare fresh daily as bleach rapidly degrades.
 - ii. Alcohol is commonly used in labs. A solution with at least 70% alcohol can be used for surface disinfection. Be mindful this is a flammable liquid, and should not be stored near ignition sources. Quantities greater than 10 gallons must be stored in a flammable liquid storage cabinet.
- F. For soft (porous) surfaces such as carpeted floor, rugs, and fabric chairs:
 - i. Remove visible contamination (if present) and clean with appropriate cleaners indicated for use on these surfaces.
 - ii. After cleaning, launder items (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.
 - iii. If laundering is not possible, use an EPA-registered disinfectant approved for use against SARS-CoV-2. Refer to the list of products pre-approved for use against emerging enveloped viral pathogens, or the list of EPA-registered disinfectants approved for use against SARS-CoV-2.

3. SAFETY GUIDELINES DURING CLEANING AND DISINFECTION

- i. Wear disposable gloves when cleaning and disinfecting. Gloves should be discarded after each use. Clean hands immediately after gloves are removed.
- ii. Wear eye protection when there is a potential for splash or splatter to the face.

- iii. For larger scale or frequent cleaning (large surface area), gowns or aprons are recommended to protect personal clothing.
- iv. Store disinfectants in labeled, closed containers. If dispensing disinfectants into secondary containers (e.g., spray bottles), these must also be labeled with their contents. Keep them in a secure area away from children and food. Store them in a manner that prevents tipping or spilling.

4. NOTIFICATION OF A CONFIRMED CASE OF COVID-19

This protocol is for evaluation of cleaning and disinfection of areas where a person with COVID-19 spent time (longer than 10 minutes) in University spaces. It is applied from 48 hours prior to the onset of symptoms until seven days have passed since the person was present in a University space.

After Facilities receives notification that a person with confirmed COVID-19 spent time on Campus, the specific rooms and areas where the COVID-19 positive person spent time will be assessed on a case-by-case basis. The determination of whether additional cleaning and disinfection will occur, and the scope of cleaning and disinfection is based on the risk of potential contamination as determined by Facilities, in coordination with the impacted department(s) involved in the case follow-up. The following steps will be followed:

- A.** Facilities, in coordination with the COVID-19 positive person and the impacted department(s), will identify all University locations where person spent longer than 10 minutes.
- B.** Facilities will determine any locations that require additional cleaning and disinfection based on an assessment of the following information:
 - i. Date(s) and duration of time spent in location(s) (longer than 10 minutes) that have not already been cleaned and disinfected since the last time the person was in the space.
 - ii. Frequency of cleaning and disinfection for identified location(s)
 - iii. Date of onset of symptoms and/or date of positive test results
 - iv. Activities conducted in the space(s)
 - v. Face coverings and personal protective equipment worn by the COVID-19 positive person
- C.** Facilities will determine roles and scope for cleaning and disinfecting spaces and equipment following the guidance outlined in this document.
- D.** Areas needing to be cleaned and disinfected will be restricted for access until cleaning and disinfection are complete. If a custodial unit is spray-applying disinfectant, the area will be restricted during application to prevent exposure of occupants to disinfectants. Barrier tape and posted signage is used to communicate restricted access.

- E.** Workplace/classroom notifications will be sent by the Contact Tracing Coordinator, in coordination with the impacted department(s), in accordance with the University's COVID-19 contact tracing response protocol to communicate actions taken to prevent transmission including any cleaning and disinfection that is needed.
- F.** Cleaning large surface areas and/or utilizing an electric static spray application of chemical disinfectant will:
- i. Open doors and windows to increase air circulation, if possible.
 - ii. If possible, wait 24 hours after a person with COVID-19 was present in a space prior to beginning cleaning and disinfection. If it is not possible to wait 24 hours, the cleaning crew should increase the level of PPE used while cleaning and disinfecting, including using an N95 filtering facepiece respirator, elastomeric half-face air purifying respirator with particulate filters, or a powered air-purifying respirator with particulate filters.
- G.** If vacuuming is needed, use a vacuum cleaner equipped with a high-efficiency particulate air (HEPA) filter. Wait until the room or space is empty to vacuum.
- H.** After the area has been disinfected, a notification will be sent to the occupants by the impacted department(s) and the space can be reoccupied. The area can be reoccupied as soon as disinfection is complete.
- I.** If an outside contractor is used for cleaning and disinfection, the proposed scope of work, including the products and their respective safety data sheets (SDSs), and application methods must be reviewed by Facilities prior to work commencing.
- J.** Wear the required personal protective equipment (PPE) during cleaning and disinfecting:
- i. Disposable gloves, gowns or a lab coat to protect contamination of clothing
 - ii. Safety glasses or safety goggles when there is a potential for splashing the disinfectant
 - iii. All staff must be fully trained on donning and removing required PPE to prevent cross contamination.

5. RESOURCES

- CDC response plans for institutions of higher education
- CDC recommendations for confirmed or suspected cases of COVID-19 in healthcare settings

APPENDIX TABLE 1: RECOMMENDED CLEANING AND DISINFECTION FREQUENCIES AND ROLES FOR OCCUPIED BUILDINGS

SPACE	SCOPE	WHO IS RESPONSIBLE?	CLEANING AND DISINFECTION FREQUENCY
Restrooms	All surfaces, objects and fixtures, e.g., sinks and faucets, toilets, door handles, hand dryers	Housekeeping	Full daily cleaning and disinfection five times per week during the day and at night with high touch points cleaned at least every three hours.
Public & Common Areas	Touch points in lobbies, elevators buttons, stairways, handrails, door knobs/handles, light switches, corridors, drinking fountains, waste receptacles, vending machine touch points, open lounge furniture surfaces	Housekeeping	Full daily cleaning and disinfection five times per week during the day and at night with high touch points cleaned at least every three hours.
Classrooms & Instructional Labs	Desks, tables, chairs, white boards, light switches, doorknobs, podium, handrails, lectern	Housekeeping Users	Housekeeping: Full cleaning and disinfecting five times a week. Classrooms disinfected using electric static sprayer after each class. Users: Clean and disinfect shared surfaces/ equipment before and after each use. Disinfecting wipes, hand sanitizer, and gloves will be available for students to clean and disinfect their spaces.

Libraries

Tables, chairs, carts

Housekeeping
Users

Housekeeping: Full daily cleaning and disinfection five times per week with high touch points cleaned at least every three hours.

Users: Clean and disinfect shared surfaces and equipment before and after each use. Disinfecting supplies, hand sanitizer, and gloves will be available for students to clean and disinfect the surfaces they use.

Laboratories

Benchtops, equipment handles, chair backs and arm rests, hand tools, faucet handles and sprayer grips, micropipettes and other shared tools, pen, white board markers, hand tools

Users

Daily cleaning and disinfection of high touch surfaces. Shared equipment disinfected before and after use. Housekeeping will sweep and mop floors and collect non - regulated waste from labs.

Computer Labs

Keyboards, mice, touchscreens, desk surface, chairs, stylus

Housekeeping
Users

Housekeeping: Disinfecting hourly using electric static sprayer

Shared equipment and workstations cleaned and disinfected before and after use.

Dining Areas	All dining surfaces including chairs, tables, dispensers, etc.	Thompson Hospitality	Full daily cleaning and disinfection five times per week at night or early morning with high touch points cleaned a second time.
Residence Hall Common Areas	Lobbies, elevators, stairways, hand rails, doorknobs, light switches, corridors, open lounge furniture surfaces, etc.	Housekeeping	Full daily cleaning and disinfection five times per week for LLRH and seven days per week for Goode & Robinson Halls with high touch points cleaned every three hours.
Conference Rooms	Table, chair, other surfaces, doorknobs, light switches, etc.	Housekeeping Users	Housekeeping: Clean and disinfect once per day and sweep, mop and/or vacuum floors once per week. Users: Shared equipment and workstations cleaned and disinfected before and after use.
Offices	Desk, chairs, keyboard, phone, doorknobs, light switches, other frequently touched objects	Housekeeping Users	Housekeeping: Clean space, mop and/or vacuum floors based on established schedule for the location. Users: Shared equipment and workstations cleaned and disinfected before and after use.

Lunch & Break Rooms	Tables, chairs, counters, refrigerator handle, microwave, vending machines, dispensers.	Housekeeping Users	Housekeeping: Clean and disinfect high touch point surfaces in break rooms once per day. Users: Clean and disinfect high touch surfaces equipment and appliances (e.g., microwave) before and after use. Sharing coffee pots and communal food (sharing of food, potluck) should be discontinued.
University-owned vehicles, tools, material handling equipment (e.g., handtrucks, pallet jacks)	Door handles, keys, steering wheel and other high-touch areas	Users	Clean and disinfect before and after each use.

Contact Information:

For more information on our enhanced cleaning and disinfection protocol, email facilities@fmuniv.edu

FLORIDA MEMORIAL UNIVERSITY

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RESIDENCE LIFE
GUIDELINES FOR FALL 2021

Appendix C

RESIDENCE LIFE

The Office of Housing and Residence Life works closely with the Division of Student Affairs, the Health and Wellness Office, and the Facilities and Operations Department to create a healthy and welcoming environment for our students. Our halls are regularly sanitized and cleaned. We have PPE and signage available in all of our halls. Our professional staff and RAs will provide regular communication and programming to help students feel safe and prepared to navigate campus, and succeed in classes.

We are providing rooms in select residence halls that will be designated for Isolation and Quarantine (I/Q) for students who test positive for COVID-19 or are in close proximity to someone who tested positive for COVID-19. These rooms will be cleaned by professional staff. Students who are assigned to I/Q will be provided with meal delivery, contact information for health providers on campus and in the Miami-Dade area, and have regular communication with our Contact Tracing Staff and housing staff.

Per current guidance from the CDC, residential students who test positive for COVID-19 will be required to isolate for at least 10 days. If we have available rooms on campus, the student will be required to isolate in the designated isolation room. If we do not have any available rooms on campus, the student will be required to isolate off-campus with family or friends or at a hotel/Air BnB.

Per current guidance from the CDC, residential students who are in close proximity with someone who has tested positive for COVID-19 will be required to quarantine. The length of time will be determined by our COVID-19 administrators. If we have available rooms on campus, the student will be required to quarantine in the designated quarantine room. If we do not have any available rooms on campus, the student will be required to isolate off-campus with family or friends or at a hotel/Airbnb.

Contact Information:

For more information on Residence Life, email residence.life@muniv.edu

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INSTRUCTIONAL PLAN
GUIDELINES FOR FALL 2021

Appendix D



In light of the ongoing global pandemic caused by the novel coronavirus, the document below outlines the adjustments and accommodations to be deployed by the Florida Memorial University's Division of Academic Affairs for the Fall 2021 semester.

INSTRUCTIONAL MODALITIES

Since the spring 2021 semester, the University has been conducting face-to-face classes. In order to accommodate physical distancing while maintaining face-to-face instruction, the University has done the following:

- **Expanded the number of courses offered online.** The Academic Leadership Team (ALT), in collaboration with the faculty and the Curriculum and Instruction Committee (C&IC), identify and approved additional online courses in each degree program.
- **Expanded the use of the Acadeum Consortial Platform.** In the spring of 2020, through its membership with the Council for Independent Colleges (CIC), FMU entered a consortial agreement with Acadeum, which allows FMU students to take courses online at other partner institutions, while streamlining the enrollment and payment process. The ALT will maximize the number of courses approved for FMU students on the Acadeum platform, which will expand the online course offerings available to FMU students.
- **Converted face-to-face courses to hybrid courses.** The ALT, in conjunction with the faculty and the C&IC, are identified and approved to offer courses currently approved for face-to-face instruction for hybrid format.

We will continue to follow the guidance from the CDC and local officials as to our ability to safely offer in-person instruction including masking requirements in the classroom.

The FMU Protecting the Pride Committee meets weekly to examine the changing conditions with the coronavirus infection and disease rates. At such time that our campus reaches a positive test rate of 10%, of our campus population with positive tests or infections, the University is positioned to offer remote instruction. All courses have a Blackboard shell which provides the capability to alert and instruct students. All faculty members have been fully trained as part of the Blackboard Teaching and Learning series.

The University is authorized to extend wide-scale virtual instruction and will exercise this option should conditions require. Faculty will be expected to remain on campus to continue instruction for face-to-face and hybrid classes, and provide instruction using the Blackboard Learning Management System and other technology provided by the University. Online classes would be unaffected by this change.

Faculty members MAY NOT choose to move courses to completely on-line delivery. Failure to adhere to policies will be subject to disciplinary actions.

FACILITIES AND CLASSROOM SPACES

In collaboration with the Facilities Office and the Office of Information Management and Technology (IMT), the Division of Academic Affairs has realigned classroom spaces on the campus. This includes:

- Installation of signage indicating the need to mask and frequent sanitization
- Installation of dispensers for sanitizing wipes and hand sanitizers in classrooms, auditoriums, and other key areas
- Installation of signage and spacing indicators delineating physical distancing and maximum occupancies for classroom spaces
- Removing smaller classrooms from instructional use.
- Expanding the use of auditoriums for instructional use.

VIRTUAL ADVISEMENT

The Academic Leadership Team (ALT), with the assistance of the IMT team, deployed the use of the Microsoft Bookings application to allow returning students the ability to schedule appointments with their dean or faculty advisor online. This allows students to connect with faculty members to receive advisement, while maintaining physical distance.

ACCOMMODATIONS FOR FACULTY MEMBERS

Florida Memorial University will continue to monitor the COVID-19 cases locally and wants you to know your FMU leadership team has been hard at work to protect the health and safety of everyone while on campus. Our university will continue to follow CDC guidelines and recommendations.

- All campus COVID-19 protocols remain active, including physical distancing and wearing a mask or facial covering over your nose and mouth.
- Additional protective equipment, such as face shields and barriers, is available upon request.
- We strongly encourage everyone to get vaccinated. The vaccine protects you, your family, and the community. If you have already had COVID-19 in the past, it is still recommended that you get vaccinated. To find your nearest vaccination site, please use the [Miami-Dade County COVID-19 Vaccine Finder](#).
- The Fall 2021 COVID-19 Compact is an agreement all Lions must follow to Protect the Pride. Please click here to acknowledge you have read, understand, and remain committed to the COVID-19 Compact before you return to campus.

If you have any questions regarding reasonable accommodations, please email the FMU Office of Human Resources at hr@fmuniv.edu. Any requests for accommodations by faculty and staff will be evaluated on a case-by-case basis, in compliance with the Americans with Disabilities Act and public health guidelines.

FACULTY DEVELOPMENT AND PREPAREDNESS FOR ONLINE TEACHING

FMU faculty members were provided the opportunity to complete training to prepare for online teaching and learning. The Blackboard Teaching and Learning Series provided certifications in the ULTRA learning version of Blackboard. All faculty are required to complete the training and demonstrate competencies through the training modules. The majority of faculty are now certified online instructors. Those who have not completed the series will be enrolled in the fall for completion by the end of the fall semester.

The Faculty Development Series covers the following topics:

- **Learner autonomy:** Online courses tend to focus on students' learning decisions. Therefore, students must be actively engaged in thinking, dialogue, writing, and/or reflecting to construct their own knowledge. It is the faculty's role to create effective stimuli for learning activities beforehand.
- **Content flexibility:** Learner autonomy, the vast number of online resources, and content adaptability to multiple devices dictate that online courses use multiple resources. However, it might be overwhelming for learners to cope with the abundance of materials. The instructor should establish a weekly rhythm and prioritize content.
- **Asynchronous/synchronous communication:** Online courses rely mainly on asynchronous communication in which learners share their thoughts about content learned in the discussion boards. Synchronous communication in online courses is often used for group work, office hours, presentations, etc.
- **Continuous assessment:** Assessment of online students should be continuous instead of periodic. These could include self-checks and peer and group assessments in addition to instructor feedback.

If you have any questions regarding the Instructional Plan or COVID-19 protocols related to teaching and learning, please contact the Office of the Provost at provost@fmuniv.edu or 305-626-4213.

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**STUDENT
EXPERIENCE**

GUIDELINES FOR FALL 2021

Appendix E

Florida Memorial University recognizes the important role that student organizations play in the student experience and developing a community among students. We also expect that as we continue to navigate the COVID-19 pandemic, student groups will do their part to protect the health and safety of community members on campus. Failure to do so may result in the termination of the organization's recognition.

SAFETY GUIDELINES FOR STUDENT ACTIVITIES

During all Student Activities, students will be required to display the current color-coded wristband issued during weekly COVID-19 testing.

- Everyone wears mask/face coverings over the nose and mouth at all events
- Exercise social distancing
- Limit amount of people in small spaces
- Wear gloves when handing out giveaways

EVENT HOST RESPONSIBILITIES

Prior to a meeting or event, event host must communicate University guidelines to all attendees and ensure they are following the rules during the event.

To assist organizations with planning their activities, the following resources have been created to provide guidance on how meetings and events should be managed and what types of programs can be hosted.

EVENT CAPACITY

The maximum number of participants at any given meeting or event will be determined through the scheduling process to accommodate the size of the space/room/venue, allowing for physical distancing as determined by the venue.

Attendance at **indoor events** is per chance limited to 75% of the normal capacity of the meeting or event space, due to physical distancing between all attendees. **Outdoor events** are not bound by a specific number of attendees, however, physical distancing should be maintained, and approval must be received from the facility director.

PROTECTING PERSONAL SPACE

Student leaders must work with venue managers to develop room layouts that allow for appropriate physical distancing. Once event spaces are set, students must not rearrange the furniture.

All student organization meeting and event attendees are required to comply with University guidelines regarding face coverings. Currently, masks are required campus-wide regardless of vaccination status. Masks may be removed while actively eating or drinking.

EVENTS WITH EXTERNAL GUESTS

Guests, defined as any person who is not a Florida Memorial University student, faculty member, or staff member, are permitted at student organization events. Guests must complete the COVID-19 Screening and be prepared to provide results to the event organizer prior to entering an event.

OUTSIDE PERFORMERS/SPEAKERS/VENDORS

Only approved Florida Memorial University vendors are permitted to provide services on campus. Student organizations are responsible for ensuring that proper contracting and purchasing procedures are followed.

Any outside performers/vendors coming to campus to support a student event must agree to comply with all University guidelines. All vendor employees who are coming to campus are required to have a temperature check and will receive a visitor wristband prior to entering campus.

Additionally, venues may require a Certificate of Insurance approved by Risk Management.

STUDENT ORGANIZATION MEETINGS AND CLUB FUNCTIONS

All student organizations must have an advisor present at all meetings and events.

Students must adhere to physical distancing guidelines and wear cloth face coverings over the nose and mouth throughout the duration of the meeting and events.

Rooms must be reserved that will allow for your meeting attendees to maintain physical distancing.

Virtualize your meetings and other functions when possible, or hold hybrid meetings, to be inclusive of students who may not feel comfortable attending in person. The following platforms are available for student use:

- Zoom*
- Microsoft Teams

Limit contact points between members as much as possible, including (but not limited to) sign-in attendance sheets, community food items, promotional material, ice breakers that involve close contact, shared supplies for activities/crafts, athletic competitions, etc.

STUDENT ORGANIZATION RECRUITMENT AND TABLING ACTIVITIES

When tabling, limit the number of organization members that are present. It's recommended that no more than two club members staff a table at one time.

Limit contact points as much as possible (e.g. giveaways, flyers, handouts, using a shared computer, paper signup, pens, etc.). Giveaways should not be taken back after given to another individual. Use QR codes, webforms, or other tools for individuals to use their own devices to sign up to receive more information.

MEETINGS AND EVENTS WITH FOOD

Food may be served at student organization events, with the approval of the facility director. Event hosts must follow CDC recommendations and University guidelines related to food safety.

Food should only be consumed if six-foot physical distancing can be maintained. If you are unable to maintain or unsure if the space allows for physical distancing, food should be made available at the end of the meeting or event so that attendees can take the food for consumption on their own.

Events must provide individually served, wrapped, and packaged food instead of buffets or platters to reduce potential contact. Similarly, canned or bottled beverages must be provided in lieu of open pitchers or shared punch bowls.

Vendors must sanitize the food and beverage areas before and during the event, and hosts must eliminate the sharing of commonly passed items at events such as serving utensils. Physical distancing must be maintained while eating and drinking.

Student Organizations must cater from University vendorized companies.

RECOMMENDED EVENT FORMATS

The following list has recommended programming models for student organizations to use while physical distancing requirements are in effect. This is not a comprehensive list as any event that can be done while meeting health and safety protocols is allowed.

SMALL IN-PERSON

These programs will be small in nature and typically targeted towards a specific student population or group. Examples of these kinds of programs include workshops, video game nights, and outdoor yoga.

ROTATING SHIFT

These programs provide the same content and/or experience to students in small groups right after one another and can be held inside or outside. Examples of these kinds of programs include paint nights, tie-dye, and DIY events that require instruction.

LARGE OUTDOOR

These programs deliver content/or experiences to a large group simultaneously and only happen outside. Examples of these kinds of programs include “drive in” movies, the Activities Fair, and scavenger hunts.

GRAB AND GO

These programs consist of pre-assembled kits that students can take to do on their own or with a group of friends. There is no designated event space except for where the kits are being distributed. Examples of these kinds of programs include make and take events, easy DIY kits, and stress relief kits.

VIRTUAL DELIVERY TO SMALL GROUPS

These programs utilize Zoom or other platforms to provide widespread instructions or content to individuals, groups, or teams in predesignated locations. Examples of these kinds of programs include small group challenges, watch parties, and discussion groups for presenters.

ALL VIRTUAL

These programs utilize Zoom or other platforms to provide widespread programming to anyone. Examples of these kinds of programs include online video game tournaments, panels and presenters, and large group information sessions.

OFF –CAMPUS ACTIVITIES AND EVENTS

Students traveling in university vehicles will be required to wear mask/face coverings and maintain physical distancing.

Off-campus activities are defined as any conference, performance, practice, competition, service project, retreat, or other social or professional activity that takes place at a non-campus location within Miami-Dade or Broward counties that are either supported financially by Student Engagement, Intramural Sports, or other club funds or attended by more than five members of a student organization. Attendees must follow the same event safety protocols that exist for on-campus events.

Events beyond Miami-Dade and Broward counties are considered travel and are governed by the Student Organization Travel Policy. Updated travel policies for the Fall 2021 semester are being developed and will be shared with the student organization community once complete.

For more information on Student Engagement contact 305-626-3103 or email Sharhonda.ford@fmuniv.edu.



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