

# ***CAMPUS OPENING ROADMAP***

2020



University  
of Idaho

## Campus Opening Roadmap

This plan is a general description of the means by which the university intends to operate for Fall Semester 2020 in response to the COVID-19 pandemic. It describes various policies and processes of the university in general terms. The reader should note that, in the event of a question, the more specific language of relevant university policies and processes takes precedence over general descriptions contained in this plan.

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- [Healthy Vandal Pledge](#)
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- [Emergency Lab Shutdown Checklist \(PDF\)](#)

## A Message from University of Idaho President C. Scott Green

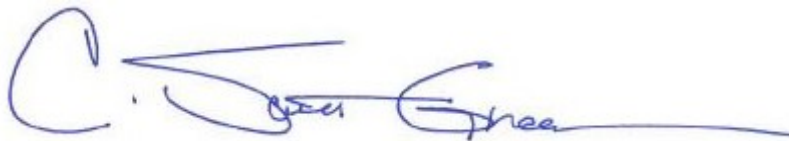
While COVID-19 continues to dominate how we go about our day-to-day activities, I am pleased at the progress we have made in shaping our plans for fall semester at the University of Idaho.

We are committed to delivering excellent in-person education beginning Aug. 24. It will look a bit different, of course, and will require flexibility and agility by each of us. The ongoing safety of faculty, staff and students is a deeply rooted value of our institution and our top priority.

Details of the university's roadmap for reopening, including mandatory testing for students, mandatory face coverings, frequent cleaning of high-traffic spaces and social distancing, are chronicled on the following pages. The plan encompasses a wide array of areas and activities and will grow and evolve as necessary. Answers to frequently asked questions and plan updates are available at [uidaho.edu/coronavirus](http://uidaho.edu/coronavirus).

The task in front of us will be difficult at times, but we can only succeed together as a Vandal Family, looking out for one another with each doing their part. With this, I am confident we can continue to deliver the stellar, in-person education we are known for, we can and will navigate through this together. Thank you for your ongoing support and cooperation.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Scott Green". The signature is fluid and cursive, with a long horizontal line extending to the right.

C. Scott Green, President

## Considerations and Decision-Making

The University of Idaho is using the best available data and public health information to guide its efforts to create as safe and healthy of an environment as possible to best mitigate the risk of spreading COVID-19 at all our locations. Centers and research sites are developing protocols based on the central plan, but their protocols are unique to their situations. For information on center protocols for reopening, contact the center CEO.

- U of I Boise, Chandra Zenner Ford, [chandra@uidaho.edu](mailto:chandra@uidaho.edu), 208-890-2370
- U of I Coeur d'Alene, Charles Buck, [buck@uidaho.edu](mailto:buck@uidaho.edu), 208-292-1737
- U of I Idaho Falls, Lee Ostrom, [ostrom@uidaho.edu](mailto:ostrom@uidaho.edu), 208-757-5427
- Extension, Barbara Petty, [bpetty@uidaho.edu](mailto:bpetty@uidaho.edu), 208-885-5883

Ongoing diagnostic and surveillance testing will be a pivotal tool. Other factors guiding decision-making about operational plans, including the possibility of shifting to online/remote delivery, include:

- Government restrictions or directives (national, state, region and city)
- Idaho Public Health recommendations
- Gritman Medical Center recommendations
- Isolation space utilization and capacity
- Local hospitalization rate and hospital capacity
- Positive case numbers and analysis within Latah County
- Positive case numbers and analysis within the U of I community
- Infection modeling created by U of I faculty
- Wastewater testing analysis by U of I faculty

## Campuswide Health and Safety Measures

The U of I plan, in alignment with measures dictated by the state of Idaho, is designed to reduce risk in classrooms and work areas, in residence halls and recreation sites, as well as in the local community.

University representatives engage regularly with Idaho Public Health, local health officials, the State Board of Education and local community leaders to best apply recommendations from the Centers for Disease Control (CDC) and local, state and federal health and medical professionals to reopening of the Moscow campus. Seth Vieux, U of I COVID-19 project manager, working with administration, faculty and staff, will coordinate and operationalize institutional COVID-19 mitigation efforts and synchronize those efforts with local healthcare providers and the City of Moscow.

U of I is taking a multi-faceted approach to deter the spread of the virus, protect the campus community and allow a rapid response should faculty, staff or students show symptoms of or test positive for the virus. Measures in place for the entire Moscow campus include:

- Requiring and providing free testing for students

- Providing free testing for all faculty and staff on the Moscow campus
- Providing on-campus facilities for isolation for students living on campus
- Thermal scanners in high-traffic areas
- Requiring and providing face coverings for all faculty, staff and students
- Increasing frequency of classroom cleaning
- Providing disinfectant and sanitizer in classrooms and other spaces
- Providing PPE kits for all units, faculty, staff and students
- Expanded course delivery formats to decrease student density in classrooms
- Tripling the number of Zoom-capable classrooms

Details of these and other specific health and safety measures are outlined below.

### Testing, Isolation and Quarantine

In partnership with Gritman Medical Center, the university has established an operational testing laboratory at the hospital where U of I and Gritman employees are working together to greatly increase and accelerate the testing capabilities of the Palouse.

The university continues to monitor best practices for COVID-19 testing and is committed to using the least invasive testing means to accomplish its testing needs. Current testing uses nasal swabs. Testing may switch to a saliva method if and when effective tests are available and validated.

Students must schedule a test online. Testing is free of charge and required for all students. Appointments for testing should be scheduled on or before Aug. 21 to allow time for results before classes begin Aug. 24. Email notices will be sent to students who show a negative test result. A student must receive an email notice of a negative test before he or she is cleared to attend in-person classes on campus. Testing will be available throughout the semester. Students should monitor email carefully throughout the semester for testing instructions.

University employees also may schedule tests but should avoid times Aug. 17-23 when most students are expected to be testing. The tests are free of charge to the employee and will be available to faculty and staff throughout the semester. They, too, will receive email notice of a negative test.

Students, faculty and staff who test positive for COVID-19 will be contacted by a medical practitioner with instructions to isolate and monitor for symptoms. A contact tracer from Idaho Public Health will also reach out to those who test positive to identify anyone with whom they might have been in close contact; the contact tracer will then contact anyone identified and provide them with appropriate instructions for quarantine and symptom monitoring. Students who test positive or who quarantine after being reached by a contact tracer should contact the Dean of Students Office [by filing a CARE Report](#) immediately to assess remote study options. Faculty and staff who test positive or who quarantine after being reached by a contact tracer should inform their supervisor as soon as possible to assess sick leave, work-from-home options, or HR resources. The university will assist Idaho Public Health in contact tracing efforts.

Students testing positive and living in university housing or a Greek chapter facility will relocate to a university assigned isolation room where they will remain until they are re-tested after 10 days and

receive a negative result. Isolation rooms have been established in Targhee Hall and university apartments.

The university will provide meals, academic support, health and counseling services in these designated spaces to ensure students in isolation are comfortable and able to continue their education remotely until they can return to their living space and in-person classes.

Off-campus students and employees testing positive will be instructed to isolate in their homes.

All students in isolation and quarantine, both on and off campus, will be checked on regularly and will be re-tested after 10 days. The university will provide academic support, health and counseling services to these students as well.

Students who display COVID-19 symptoms should contact their healthcare provider or the Vandal Health Clinic at 208-885-6693. Employees displaying symptoms should contact their regular healthcare provider.

### **Contact Tracing**

The university will provide contact tracing, academic support health and counseling services to all students, both those living on campus and off, who test positive for COVID-19. All off-campus students should arrive for fall semester with a plan to quarantine or self-isolate should the need arise.

All students are required to be tested for the virus prior to attending in-person classes. Off-campus students are encouraged to schedule their tests prior to Wednesday, Aug. 19.

### **Symptom Monitoring**

The CDC provides an updated list of known symptoms at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. As of publication of this plan, known symptoms include, but are not limited to:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Students, faculty and staff should self-monitor for COVID-19 symptoms every day before coming to campus or leaving their residence hall/Greek chapter facility. Thermal imaging scanners have been installed in high-traffic buildings and where food is served including the ISUB and the HUB to help detect a fever. More information about thermal scanning policies is available at [uidaho.edu/coronavirus](http://uidaho.edu/coronavirus).

Mental health services are available to any member of the campus community. Faculty and staff can use the free and confidential [Employee Assistance Program](#). Students are encouraged to contact the Counseling and Testing Center at 208-885-6716.

### **Reporting Positive COVID-19 Cases**

Any student or employee who receives information about a person with possible COVID-19 exposure or positive test results outside of university testing should immediately file a [VandalCARE report](#).

These reports are monitored and distributed to the proper offices for follow-up. Campus personnel have been trained by Idaho Public Health to provide support and response to those who have been diagnosed with COVID-19.

Supervisors cannot share medical information, such as positive test results, with other employees or students. If someone is shown, through contact tracing, to have been exposed, those individuals will be contacted by Idaho Public Health or a member of the U of I contact tracing team.

### **Face Coverings and Facilities**

All faculty, staff, students and visitors across all U of I locations are required to use face coverings when inside any university building (some exceptions listed below) AND in outdoor settings where 6 feet of social distancing cannot be maintained. An adequate face covering covers the nose and mouth, e.g., cloth masks, bandanas, buffs or medical-grade paper masks. The university will provide a complimentary PPE kit that includes one cloth face covering to all faculty, staff and students before classes begin. Faculty may wear a face shield in place of a face covering while teaching when 6 feet of distance can be maintained from other individuals.

The only exceptions to the face covering requirements are:

- When working alone in an enclosed workspace, or
- When working inside an office or other enclosed workspace (other than a classroom during a class) where 6 feet of physical distancing can be constantly maintained
- When inside a private on-campus residential unit
- When exercising in a fitness facility, provided that the facility's safety protocols are otherwise followed
- When eating or drinking in an area designated for eating or drinking (such as in a dining facility or while using a drinking fountain), provided that a 6-foot physical distance is maintained from other people while the face covering is removed; removal of masks for

eating or drinking in classrooms or other institutional settings not designated for eating or drinking is not allowed

- When an individual is under the age of 2
- When an individual exception has been made by the university. Requests for exceptions must be cleared through the university in advance. To request an exception, employees must contact HR; students and all others must contact the Center for Disability Access and Resources (CDAR).

While the hope is that the Vandal community fully embraces the importance of face coverings, the university's policy (FSH 6995) does call for enforcement where necessary. Individuals without masks in areas where masks are required will be treated respectfully, but they also will be asked to either put on a face covering or leave the area. If they refuse to do either, then campus security, who will be trained, will be summoned and if necessary, summon law enforcement to have the person removed.

### **Healthy Vandal Pledge**

All faculty, staff and students are required to acknowledge the [Healthy Vandal Pledge](#). When logging into VandalWeb employees and students will be prompted to read and acknowledge that they understand the University of Idaho's safety protocols outlined in the pledge. All faculty, staff, students and visitors are expected to follow these protocols.

### **Healthy Vandals Campaign**

The Healthy Vandals education and social norming campaign promotes the vital role all members of the campus community play in creating a safer environment. The campaign includes signage in key areas, digital messaging and appropriate training to empower stakeholders. Campaign materials are [available online](#), and all campus departments are expected to use them to ensure consistent, regular and accurate messaging.

## **Teaching and Learning**

The University of Idaho is primarily a destination campus, and students expect and deserve an in-person learning experience whenever possible. Direct student/instructor interaction and the interactions that come from being together on campus will continue to be at the core of a Vandal education, even when accomplished in unique ways to improve safety.

### **Classroom Cleaning**

All classrooms will be cleaned daily, and high-use classrooms will receive additional cleaning. Each classroom, lab and studio will be equipped with hand sanitizer. Each classroom, lab and studio also will be equipped with disinfectant and paper towels so individuals can clean their own learning stations (e.g., desk, chair, table, etc.) before use.



It is the responsibility of each faculty and staff member to assist custodial staff by disinfecting their own office space and common work areas.

## **Academic Calendar**

Because comprehensive testing of all students is not realistic after Fall Break, and knowing many people leave during this break to visit other areas, possibly with higher instances of outbreak, in-person class delivery will end on Friday, Nov. 20. Classes will resume on Monday, Nov. 30, using online/remote delivery methods exclusively.

All U of I locations will remain open after Fall break, but students are encouraged to remain away from campus if they leave Moscow. Students who need to return may do so. Campus offices will remain open. Students residing in a fraternity or sorority chapter facility will receive guidance from their organization as to what post-Thanksgiving living options will be available. Fall semester final exams will be given online/remotely. Winter Commencement, previously scheduled for Dec. 12, has been canceled.

Depending on the status of the pandemic, students likely will be tested again in January when returning for spring semester.

## **Course Formats**

Instructors will communicate with their students to ensure they are informed of necessary details about course format, attendance schedules, online tools, course resources, etc. Students should communicate with their instructors if they are sick and unable to attend class.

Information about course formats used during fall semester are available at [the CETL website](#):

## **Classroom Environment**

Classrooms on the Moscow campus have been reviewed and reconfigured as necessary to address issues related to COVID-19. Where appropriate, entrance and exit doors have been specified. Classrooms will have an in-person maximum of 50 percent of room capacity. Face coverings for both faculty and students are required during the entire class session. Instructors may use face shields while teaching when 6 feet of can be maintained between the instructor and other individuals (students, TAs, etc.).

## **Technology**

Adequate technology is key to the success of course delivery in all formats. Information Technology Services (ITS) has equipped an additional 147 classrooms ([220 total](#)) with Zoom-capable technology, tripling what existed pre-pandemic.

[The Center for Excellence in Teaching and Learning](#) continues to provide resources, training and platform assistance for instructors.

Students will need a modern computing device to complete any online course components and to finish the semester after Fall Break with online/remote delivery methods. ITS provides [recommended specifications](#) for personally owned devices. ITS also has a limited number of devices available for checkout to students. More information on checking out devices can be found on the [ITS support portal](#).

Student computer labs will be open for the fall semester with appropriate social distancing in place. Specialty software is also available online for those unable to visit a physical lab. More information is available on the [ITS support portal](#).

### **Advising and Student Support Services**

University Advising Services offers a combination of phone, Zoom and in-person appointments through VandalStar. Students should check their advisor's schedule in VandalStar to learn which types of appointments they are offering. More information is available by contacting University Advising Services at [advising@uidaho.edu](mailto:advising@uidaho.edu) or 208-885-6300.

Faculty advisors may offer advising through a variety of methods, potentially including in-person, phone, Zoom and/or email. If a faculty advisor does not have online scheduling set up in VandalStar, their contact information is available in VandalStar and may be used to schedule an appointment.

Students who feel unsafe coming to campus and have in-person course(s) should meet with their advisor and consider adjustments to their schedule to include more online courses. Students may also contact instructors about fully remote participation in HyFlex classes. Students who need an adjustment to their schedule due to a disability should contact the [Center for Disability Access and Resources](#).

## **Libraries**

The [University of Idaho Library](#) continues to offer extensive in-person and online services, including reference and research help with extended hours. The Library's first floor is open to current U of I students, staff and faculty from noon to 6 p.m., Monday through Friday. While access is limited to the first floor, book retrieval is available for physical resources in the library.

During fall semester all four floors will be open to the U of I community, and hours will be extended significantly during the week, with limited hours on Sunday. Physical borrowing from partner libraries will resume, and the Library will offer expanded options for digitization on demand for local print materials. Reference and research help will be offered via a hybrid model. Course reserves will prioritize digital access and offer a significantly improved interface. Special Collections and Archives will continue to prioritize digital delivery with in-person visits scheduled as needed. Hours and

services may be adjusted over the course of the semester based on public health guidance and usage.

### **Curbside Delivery**

Patrons can request locally-owned physical items from the U of I Library and pick them up curbside. Use the [library's online catalog](#) to search for a title. Then use the "Request Curbside Pick Up" link to place the request. The patron will receive an email when the item is ready, with a link to reserve a pick-up time slot between 11 a.m. and 1 p.m., Monday to Friday.

Curbside delivery will continue to be offered during the fall semester with reduced hours due to the reopening of the upper floors of the Library.

### **Tutoring**

All tutoring sessions normally held in the library are now being offered remotely via Zoom. More information is available on the services' web pages:

- Tutoring and College Success is offering drop-in [Online Tutoring](#) sessions.
- The Writing Center provides [online consultations and feedback on drafts](#).
- The Statistics Assistance Center is offering drop-in [Virtual SAC Tutoring](#).

## **Campus Life**

Students choose to attend the U of I Moscow campus not only for the quality of the faculty and academic programs, but also for the immersive living and learning experience. While some campus events will understandably be modified and/or canceled, the campus will still offer a wealth of enriching social, co-curricular and extra-curricular opportunities shared among a diverse group of peers.

The health and safety of students and the entire university community has, and always will be, one of the fundamental values of U of I. The university must now balance its immersive residential experience with the health and safety guidance brought about by the COVID-19 pandemic.

### **Residence Life**

Housing and Residence Life (HRL), in consultation with local public health personnel and recommendations from the national collegiate housing association (ACUHO-I) is planning for the opening of residence hall living for Fall 2020.

Rooms in Theophilus Tower have been designated as single rooms only in an effort to decrease population density. Rooms in Wallace Residence Center, McConnell Hall and the Living/Learning Communities have been assigned as usual. The "room move" policy has been changed from automatic approval to approval on a case-by-case basis.

Students planning to live in university housing must choose a move-in-time on the [HRL website](#). Move-in will occur over five days, Wednesday Aug. 19 through-Sunday, August 23. Volunteers will be limited and provide directions only. They will not be assisting with moving items into the halls. A limited number of carts will be available and will be sanitized by volunteers after each use.

Students and their families are required to wear face coverings while moving into the residence halls. The number of people moving into a building at the same time will be limited.

Throughout the semester, students are required to wear face coverings inside residence halls, including hallways, laundry rooms and lounges. They are not required to wear masks in their own rooms.

Common kitchen practices and policies also have been revised to create social distancing and improved cleanliness.

As throughout campus, residence halls also will implement:

- Increased cleaning and sanitization throughout all of its facilities
- Occupancy limits in common spaces and elevators to promote social distancing
- One-way entries and one-way exits where possible.

Information Desk services, such as mail and package processing/delivery as well as lock-outs, will continue in the residence halls. Plexi-glass barriers were installed in March and will remain in place.

Housing and Residence Life staff is working to educate the community about its safety protocols through posters, social media and social norming campaigns and is collaborating with the Residence Hall Association to assist with peer-led messaging. Paraprofessional staff are being trained on new policies and how to confront and intervene with care.

### **Residential Dining**

Students may choose between dining in at The Hub where there will be limited, socially distanced seating, OR taking a to-go box meal with them. Grab-and-Go items will be available on the south end of the dining hall. All self-serve counters will be replaced with to-go options. Patrons will enter through the east doors and exit through the west doors.

All staff members in the dining area will be required to wear face coverings and gloves while serving students.

U of I's food service partner, Sodexo, is working on a mobile app to allow students to order food in advance and pick it up at a designated location. More information will be provided when the app is complete.

### **Fraternity and Sorority Life**

Greek Life recruitment will be conducted Aug. 8–17, with most, if not all, chapter programming delivered online. Directors and house corporation representatives have been meeting regularly with university representatives to review and revise house and chapter operations, so they are in line with public health recommendations, including occupancy, health and safety precautions, move-in processes, etc.

## Off-Campus Student Life

Students living off-campus should remember that they are representatives of the Vandal Family and valued members of the local and university community. They are encouraged to take every precaution available to themselves and the community by continuing to practice social distancing wearing face coverings in public spaces and avoiding large, in-person gatherings whether they are on campus or in the community.

## Campus Recreation

The Student Recreation Center, Climbing Center, Swim Center and Outdoor Rental Center have adjusted their hours, occupancy and other practices and operations to foster social distancing and other health and safety considerations. Details about these and other campus recreation programs are available at [www.uidaho.edu/current-students/recwell](http://www.uidaho.edu/current-students/recwell). Details about the Swim Center operations can be found at [www.uidaho.edu/dfa/administrative-operations/building-operations/swim-center](http://www.uidaho.edu/dfa/administrative-operations/building-operations/swim-center).

## Travel

### International Travel

Based on current pandemic information from the CDC, World Health Organization and the U.S. Department of State Level 4 Health Advisory/Travel Alert, the University of Idaho does not recommend international travel for students, faculty or staff through Dec. 31, 2020.

If students choose to go abroad, their travel will not be considered university-affiliated and they will do so at their own personal risk. They should work with staff in the Education Abroad division of the Office of International Programs to amend their plans ([abroad@uidaho.edu](mailto:abroad@uidaho.edu)).

Faculty and staff whose international travel plans are deemed “mission critical” and are approved by their college dean, vice provost or higher should register their travel through Chrome River and the International Travel Registry. Those traveling should forward their travel approval documentation to the International Programs Office ([abroad@uidaho.edu](mailto:abroad@uidaho.edu)), and it will be added to their international travel registration.

### Domestic Travel

Domestic travel by faculty and staff must be approved at the dean or vice presidential level. It also must be conducted according to any and all safety and health protocols required by the transportation company being used.

University-sponsored student domestic travel must be approved by the college or unit. Personal travel is strongly discouraged.

## Research

With the university reopen, all research activities that can comply with other university adjustments and restrictions for the coronavirus may resume. For example, requirements for social distancing and face coverings as well as travel restrictions that apply across the university also apply to

research spaces and activities. When exceptions are necessary, they can be made with the approval of the cognizant dean or vice president.

Principal Investigators (PIs) and facility managers and directors retain responsibility and discretion to ensure that research activities align with health and safety requirements related to COVID as well as all other research compliance and environmental, health and safety requirements. All of the normal services in the Office of Research Assurances and Office of Environmental Health and Safety are available to researchers, and staff in those offices are available to address any coronavirus-related concerns or adjustments.

Research that requires special approval (e.g., IRB, IACUC, etc.) still requires approval, and those approval pathways are operating as normal, with the exception that coronavirus research can request expedited review. Please also review the FAQ on the university coronavirus web site where the research section is kept up to date.

PIs remain responsible for ensuring the progress of sponsored programs and have some flexibility, within agency grant or contract guidelines, to adjust activities and spending to meet objectives. PIs can work with the Office of Sponsored Programs, which is open, staffed and operating normally, with any questions. Please also review the FAQ on the university coronavirus web site where the research section is kept up to date.

If future changes require increased restrictions on research activity, as experienced in March 2020, all decisions about essentiality of research and what can continue safely lie at the discretion of PIs and facility managers and directors and require approval of the cognizant dean or Vice President for Research and Economic Development to continue. The Spring 2020 approach to research restrictions is document in the research section of the FAQ on the university coronavirus web site. All contingency plans for research curtailment or shutdowns must follow established lab closure and re-opening guidelines and animal facility plans and guidelines as established by the offices of Environmental Health and Safety and Research Assurances and specific animal care facilities.

Any questions about university research can be directed to the pertinent office or to [VPRED@uidaho.edu](mailto:VPRED@uidaho.edu).

## Vandal Athletics

With concerns over COVID-19 at the forefront of nearly every discussion, the University of Idaho Athletic Department has made numerous changes and adjustments to its standard protocols. While many of the changes will remain in-house to protect the privacy of student-athletes and staff, several of the adjustments have already made tremendous impacts.

Upon return to Moscow this summer, all student-athletes were required to quarantine in their homes for five days before submitting to a COVID-19 test, administered with the help of our partners at Gritman Medical Center. Once cleared, those student-athletes were then allowed to participate in different activities depending on their sport and what was allowable with NCAA and conference rules at that time. Those who tested positive, as well as those who were considered high risk after contact tracing, were then required to self-isolate or self-quarantine for 14 days.

Idaho has also taken a number of steps to keep its student-athletes and staff healthy on a daily basis. Health and wellness questions, as well as a temperature check, greet the Vandals as they

arrive each day. Daily meetings and film sessions have migrated to Zoom to limit in-person interactions. Strength and conditioning training has also seen a number of changes, including moving outdoors whenever possible and limiting the number of student-athletes in a given space at all times. Student-athletes and select staff will also be subjected to ongoing COVID-19 surveillance testing throughout the school year.

Masks are now a requirement in nearly all spaces, including at all times inside the Kibbie Dome. The football team has taken things to the next level and has installed new visors and face guards in every helmet.

Idaho Athletics will continue to adapt as more information and strategies come out. The student-athletes have worked incredibly hard to make changes and do what is necessary to help limit the spread of COVID-19 while also preparing as best as possible for an upcoming season.