

Reopening of the University of Idaho College of Law Boise Facilities

Updated September 21, 2020

Fall 2020 presents a unique challenge in managing the limitations created by the COVID-19 pandemic considering our University's mission to deliver a high-quality education program. As President Green has [explained](#), we are committed to opening for in-person classes this fall. However, we recognize that the situation in Boise may be different from our Moscow campus, and have coordinated with Central District Health for the Boise area to ensure that our reopening plan works for our region of the state. Please check the University's website [here](#) for the most up-to-date information about the University's COVID-19 planning and resources.

The information below summarizes the practices we have adopted in Boise to help provide a safe learning and working environment for our students, faculty, and staff when our buildings reopen.

Timing for Return to On-Site Work and Learning in Boise

University of Idaho College of Law Boise location staff and faculty have already been working onsite in the Idaho Water Center (IWC) and Idaho Law and Justice Learning Center (ILJLC). Our buildings will open to students on September 28, 2020. The only employees who have been exempted from coming back to work onsite are those with an [HR-approved accommodation or flexplace agreement](#). Please remember that decisions regarding work adjustments are not made at the College administration level when medical information is a factor; these must go through [Human Resources](#) (HR) for processing. Employees with an accommodation or flexplace agreement should inform their direct supervisors of any schedule adjustments and develop a work plan. Supervisors may work with employees to develop alternate schedules to decrease in-person contact, but still accomplish unit responsibilities. Tactics may include rotating/alternating work schedules; staggered start/end times; or optimized office arrangement for distancing.

We will end in-person class delivery when Thanksgiving break begins on Friday, November 20, 2020, and classes will resume on Monday, November 30, using only online/remote delivery. We are hoping we do not need to close any U of I buildings to student or employee access during that time or the final exam period. Again though, we will continue to monitor the situation and provide updates as and if things change.

All staff and faculty will continue to have 24 hour/7 day per week access to the ILJLC with an active Vandal Card.¹ Student access will be limited to weekdays. To control the traffic flow, there will be no entry through the west (6th street) doors. Students and employees must enter the ILJLC through the doors along east side (5th Street entrance) or back (State Street entrance) of

¹ **You must have a Vandal Card to access the ILJLC and its classrooms.** If you do not have a Vandal Card, please initiate the process as soon as possible by [clicking here](#). Please make sure you follow the photo requirements listed on that page before proceeding on to the "Request a Vandal Card" form (by clicking the gold button). If you have any difficulty completing the form, or questions related to applying for your Vandal Card contact Jenny Burdin at the Water Center at jburdin@uidaho.edu or 208-364-4001.

the building. The exits are through the doors along west side (6th Street entrance) or front (Jefferson Street entrance) of the building.

As required by the Idaho Supreme Court's March 30, 2020 [Order](#), the [Idaho State Law Library](#) will remain closed to the general public until further notice from the Court, for public safety and to mitigate the spread of the COVID-19. For the same reasons, the ILJLC will remain closed to the general public until the Supreme Court decides to reopen the library.

The University will follow guidance from the [Central District Health](#), Idaho's [Governor](#), and our [University's President](#) when making decisions about building access and remote versus in-person learning.

Healthy Vandal Pledge, Symptom Monitoring, and Student Conduct

As President Green [explained](#), each member of our UI community has an obligation to make our University as safe as possible. That is why we are requiring all faculty, staff, and students to acknowledge the [Healthy Vandal Pledge](#) when logging into VandalWeb. This pledge asks each of us to read and acknowledge that we understand and will follow the University's safety protocols.

These protocols include having every student and employee conduct daily symptom monitoring before reporting to work or class. The Centers for Disease Control maintains an updated list of known [symptoms](#) that students and employees should be familiar with. Anyone experiencing any of these symptoms should stay home and call a medical provider or local [Idaho Public Health District](#) for assessment of symptoms and possible COVID-19 testing. Anyone with a positive COVID-19 test result, or who has been exposed to someone with COVID-19, should stay home and follow quarantine and isolation guidance from their local [CDH Guidelines](#). Employees should work with Human Resources and their supervisor to determine benefits options and potential work-from-home options. More information also is available on the University's Time Reporting [website](#).

Testing and Notification

The University's Moscow location has required all students to be tested for Covid-19 when they return to campus. Our UI Boise location is not requiring testing but instead encouraging all students and employees to obtain a test if they have been exposed to COVID-19 and/or are experiencing symptoms. The Boise area Central District Health website has a list of COVID-19 related resources and [Testing Sites](#) in the Treasure Valley.

The University has a contact tracing team working in conjunction with Idaho Public Health when we are notified of a positive test result. Students and employees also should follow their health care professionals' advice and the [CDH Guidelines](#) explaining what to do if you have confirmed COVID-19. Please remember to file a [VandalCARE Report](#) for all concerns, questions, and requests about COVID-19 safety. *This includes reporting known and suspected cases of COVID-19.* The VandalCARE team will route the concern or inquiry to the appropriate department to ensure students, faculty, and staff are able to get the resources and support they need.

We will ask our cleaning crews to clean and sanitize areas accessed by anyone who has notified us they have tested positive for COVID-19, but we will continue normal operations in our buildings. If there is a large outbreak of positive cases in a facility, we will work with the University's administrative entities and the CDH to determine whether to suspend normal operations.

Safety Measures & Face Covering Requirement

When allowed to return to the buildings, students, staff, faculty, and visitors are required to wear a face covering that completely covers their nose and mouth when in a public place, others are present, and physical distancing of six feet cannot be maintained, as required by the Central District Health's Quarantine and Restriction [Order](#) of July 28, 2020. The University has similar requirements and specifies the following exceptions --- a face covering is not required when working alone in an enclosed workspace or in an office or other area where six feet of social distancing can be constantly maintained. The face covering requirement applies to the areas outside of and appurtenant to the buildings, such as picnic tables on the lawn at the ILJLC.

If you are a person with a medical condition, mental health condition, or disability that prevents you from wearing a face covering, please follow the procedures to seek an accommodation or the HR process to request an adjustment to this policy. The adjustment approved for you may be one requiring you to participate in classes remotely or to work remotely.

The University has provided guidance to address those not wearing the required face coverings or otherwise complying with health and safety protocols. [VandalCARE reports](#) can be initiated for students or employees who are not wearing a face covering or following the safety protocols. Employee reports will be sent to Human Resources. Student will be sent to the Dean of Students. **If you encounter any difficulty with another building occupant, inside the building or on the Capitol Mall, you may call the Associate Dean of Students, Katie Ball, at 208-870-8072. Additionally, if an encounter escalates to an urgent concern, we have Capitol Mall Security available to assist in the ILJLC building and parking areas. If you notice something concerning of an urgent² nature, you should call Capitol Mall Security at 208-334-2222.**

² If it is not an urgent or after-hours concern, you can call security at 208-334-3468. A list of the services Capitol Mall Security provides is available at <https://cms.idaho.gov/security/>. Of note, the Security Office will send an officer escort you to your vehicle after work/classes. Just call 208-334-2222 before you are ready to leave; thirty (30) minutes notice is ideal. They also have a lost and found and retain items for 30 days. They can provide a portable air tank with minimal air pressure that will in many cases allow you to reach a tire store for repairs. And, call boxes are conveniently located throughout the Capitol Mall, and can be used to contact the Security Control Center.

Additional Health & Safety Requirements

All building classrooms, study areas, conference rooms, and other spaces have been adjusted for 50% maximum occupancy. Those occupancy limits are posted on the doors to each room or study space.

The following social distancing and other practices are expected to be complied with in our buildings and classrooms:

- Hand sanitizer is available in the buildings at several locations. We ask that building occupants wash hands often with soap and water for at least 20 seconds, especially after being in a public place, or after blowing nose, coughing, or sneezing. If soap and water are not readily available, use hand sanitizer with at least 60% alcohol.
- The ILJLC's floors will be highlighted with arrows indicating required foot traffic patterns that students and employees are expected to follow. Clearly visible floor decals will indicate the direction that students should follow while traveling on each of the floors toward their destination and on the stairwells in the buildings.
- The elevators in the IWC have a two-person occupancy limit. In the ILJLC, one person at a time in the elevator is encouraged.
- All doors into the ILJLC and IWC University of Idaho classrooms and study spaces will be locked and available to open by card swipe only. Students and employees must enter the ILJLC through the doors along east side (5th Street entrance) or back (State Street entrance) of the building. The exits are through the doors along west side (6th Street entrance) or front (Jefferson Street entrance) of the building. The doors on the east and west sides are ADA accessible. *Guest speakers for classes must be met at the door to be let into the building.*
- Students should not enter classrooms until all occupants from the previous class have exited. Crowding to enter classrooms is not permitted. Faculty must end classes and students must exit rooms promptly. Faculty should dismiss students from class one row at a time to control traffic flow. In the ILJLC, students must observe the social distance and face covering requirements when waiting in the foyer areas or hallways for classes to begin. The floors will be marked for six feet of distance between occupants.
- Specific seats will be identified for occupancy in each classroom. These assigned seats will be the only seats people may sit in as part of the calculation to maintain appropriate distance and comply with our 50% room occupancy limits.
- The student and employee lounges (break rooms) are open, but also at a 50% capacity. No more than one individual shall be at the refrigerator or kitchen counter at one time. The tables and chairs in the lounges have been arranged to allow for six feet of distance between individuals in that space. The refrigerator will be open for use and the handles wiped down frequently to sanitize it.
- Furniture in common areas are arranged to meet our social distancing and occupancy restrictions. Students and employees should not move any furniture without permission.
- Study rooms may not be occupied by more than two individuals at one time. A six-foot distance must be retained. Classrooms will be locked and not available for studying and

other uses outside of official room reservations. Each classroom will be cleaned and sanitized for the next day, which can't happen with after-hours studying and drop in usage.

- Our cleaning crews will clean and sanitize all classroom tables at least once a day. There will be sanitizing materials in the classrooms, lounges, common areas, and study areas for students and employees to wipe down the area before and after using the space.
- The State Law Library will be open to students and faculty via keycard access. Any library use restrictions will be communicated to law students separately.
- Committees, student organizations, and other administrative, co- and extra-curricular groups should continue meeting remotely unless the Dean or an Associate Dean of Students provides expressed permission to do so in person. There will be no “tabling” for student or other organizations this fall semester (in either location).