



Student Return-to-Campus Quick Guide

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Academics

Columbus State University is scheduled to begin fall semester on Aug. 17, 2020 with its usual mix of instructional options including on campus classroom, online, and hybrid/extended classroom courses with physical distancing policies in place. All courses will end before Thanksgiving Break (Nov. 23) with finals being held online and wrapping up by December 5. For more details on the Fall 2020 academic calendar, click [here](#). However, please remember that this is a fluid situation, and the plan could change overtime. If needed, we are prepared to transition to 100% online instruction before or during the semester.

Classrooms will look different this semester to accommodate physical distancing guidelines. To see what CSU is doing to help you stay safe, click [here](#). To see what you can do to help protect yourself and others, click [here](#). Students who feel unsafe may be able to schedule online courses that are a part of their program of study. If a course is offered in the hybrid/extended classroom format, the student may talk with the instructor to discuss the option of attending the class virtually.

To be prepared for your courses, please sign into CougarView and your CSU email to check for messages from faculty before the first day of class. This is imperative in the event the class delivery has been altered prior to the start of class. Also, it is important to check for faculty communication often throughout your course. Our current situation remains fluid, and the course delivery may change during the semester, and this also helps to strengthen interaction and the potential for your success in the courses.

For the health of others and our community, it is essential that you do not come to class if you have symptoms of or have been exposed to the virus. If you are not able to attend class due to illness, please send an email to your professor to indicate that you will be absent. In lieu of attending class, you may access the course materials through CougarView and participate remotely until such time that you are able to return to class. Please keep your professor informed about your ability to return to class, in accordance with CDC guidelines, as it is important for them to know when to expect you in-person. Click [here](#) to view other steps you should take when sick or exposed.

Below is a list of instructional formats that you will find in the fall, along with descriptions of each type:

In-Person Courses - These courses will be taught in traditional instructional settings where students will be required to wear face coverings. Seats in the courses have been reduced to permit physical distancing.

Completely Online Courses - Utilizing technological and pedagogical advances in distance learning, these courses have been developed and can be accessed solely through online delivery.

Hybrid/Extended Classroom - Adhering to physical distancing guidelines, the number of physical seats in our in-person courses are limited. Therefore, some courses will have an extended classroom with virtual seats. The extended classroom model requires that some students join the in-person class virtually while other students are physically in the class. Faculty will rotate students' virtual and in-person attendance to provide equal access to the course. Faculty will notify students of the schedule and provide instructions on which method to engage with the course on the assigned days.

Alternative Instructional Delivery - Courses that were initially scheduled as in-person courses may be transitioned to an alternative delivery method, using various methods. Students will be notified of these changes.

Athletics

The Peach Belt Conference has announced that all fall competition involving cross country, volleyball, and soccer will be delayed until Oct. 1. The decision does not affect men's and women's basketball. A determination concerning those sports will be made at a later date. Revised schedules for all fall sports will be announced over the next several weeks, as will information about PBC Championships for fall sports. Practice start dates and other guidance regarding sports currently in their non-championship segment will also be released in the coming days.

Housing

Residence Life is strategizing, cleaning, programming and initiating distancing initiatives to reduce the risk of exposure, while still providing community and support.

Plans include:

- Increasing touchpoint cleaning in common area spaces.
- Providing resources for students to self-clean or wipe down bathrooms and common areas.

- Adjusting the Guest Policy so that guests will not be allowed inside a personal living space. Only persons with CSU card access are allowed to enter a building or housing area.
- Encouraging resident physical distancing and other personal hygiene practices.
- No large programs indoors, and we are discontinuing experience trips for this year.
- Focusing on small programs that can be delivered in multiple formats and utilize.
- Relocating any affected students to their permanent residence or a designated isolation room in the event of a required self-quarantine or isolation as determined by the Student Health Center or Georgia Department of Public Health.

Because of the evolving nature of the pandemic, we are continuing to engage in conversations with our campus partners and reviewing best practices and guidelines from the University System of Georgia and the Centers for Disease Control (CDC) about how to continue to maintain a healthy on-campus environment in preparation for your arrival in fall.

Students who live on campus are encouraged to:

- Practice good handwashing practices by either washing hands often with soap and water for at least 20 seconds or by using an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Avoid close contact with people who are sick.
- Stay home if you're feeling sick and contact the Student Health Center regarding your symptoms.
- Cover your nose and mouth with a tissue or your sleeve when coughing or sneezing.
- Clean and disinfect frequently touched objects and surfaces, and practice physical distancing strategies, where applicable.

Although Columbus State University has put in place best practices to reduce the spread of COVID-19, the university cannot guarantee that you will not become exposed to or infected with COVID-19 while living in on-campus facilities. Further, living on campus could elevate the risk of contracting any contagious illness simply due to the dense populations in the residence halls. First-year students with compelling circumstances related to COVID-19 have the option to request an exemption from the First Year Live-on Campus Requirement on the Residence Life Website.

Students who have or have been exposed to COVID-19 will be required to leave campus and follow the directions of University officials. In the event that a student living on-campus can not return home, quarantine housing will be available, and meals will be provided to the student.

Dining

The Café and Rankin dining facilities will be open with both dine-in and carry-out options. There will be limits on the number of students allowed in the cafeteria at the same time, and seating will be arranged to promote physical distancing.

Chick-fil-A and Einstein's will also be open, but with no inside seating.

Subway will remain closed until further notice.

Library

The Library and its computer labs will be open with safety precautions in place, adhering to physical distancing guidelines. These include plexiglass barriers and enhanced directives flow for library and computer lab traffic.

Shuttle Busses

The shuttle buses will be running with safety precautions in place, including adhering to physical distancing guidelines, hand sanitizing stations on each bus, and plexiglass barriers between each row of seats.

Student Events

Currently, Student Life and Development, Residence Life, and Campus Recreation are planning a variety of events to host virtually. Student organizations, SGA, Fraternity and Sorority Life, etc. will primarily host their events and meetings virtually, however, there will be some opportunities for small-group gatherings.

If hosted in person, these events will, of course, be required to meet physical distancing guidelines and not exceed the maximum number of attendees recommended by the CDC and government agencies at that time. Campus Recreation will continue to host wellness events online, and in person when possible.

Student organization gatherings are required to be registered through CSUinvolve. This directive applies regardless of the location of the event, on or off-campus. Registered Student Organizations and their advisors should review and ensure organizations are meeting physical distancing and event guidelines as listed below.

- It is highly encouraged that all regular student organization meetings be held virtually.
- In alignment with the Governor's Executive Order, all gatherings (including events and meetings) are limited to fifty (50) persons and appropriate physical distancing of 6 feet should be maintained. Face covering are required for all when inside any building owned or operated by the University and face covering should be worn for outside events if physical distancing is a concern.
- Consider limiting handouts.
- Consider the number of people planning for, the location capacity, and expected attendance
- Know the estimated room capacity; adapt event to meet social distancing guidelines
- Take note of room setup, configuration, and capacity to ensure proper social distancing in reference to maintaining 6 ft. distance (this will be posted on event spaces)
- No home-made or prepared food is allowed for handout by student organizations. Organizations are permitted to provide pre-packaged, grab-and-go pre-made meals or food giveaways. Aramark can provide and ensure proper food safety and sanitization
- Individuals and groups are responsible for sanitizing before and after events/space usage
- Room layout/setup must remain in the original room configuration. Only University Support Services can adjust or provide room and furniture re-arrangement
- Student organization-sponsored travel, like all non-essential travel, is currently prohibited within the University System of Georgia

Student Recreation Center

The Student Recreation Center will be open as part of our Return-to-Campus plan. There will be some capacity limits in certain areas, and our staff will be taking extra care and time to ensure that all areas are cleaned regularly throughout the day and after closing.

Technology

Students who do not have access to adequate instructional technology may contact the UITS Help Desk here, by calling 706-507-8199 or emailing Helpdesk@columbusstate.edu. Students who have arranged to borrow equipment may access those items at the library. If internet access is an issue, Eduroam is one option for connectivity to the internet.

Testing

The CDC does not recommend entry testing for all students, faculty and staff. Testing should be used for symptomatic persons or for persons with first-hand exposure to an individual who has been diagnosed with COVID-19.

Furthermore, GDPH does not recommend blanket screening procedures due to the limitations that the results provide. Instead, the department recommends testing based on time and symptom requirements: 10 days since symptoms began, improvement of symptoms and at least 24 hours have passed since last fever without the use of fever reducing medications (based on CDC guidelines updated on July 21, 2020). The GDPH strongly discourages the use of negative COVID-19 tests to return to work/campus.

Exposure to COVID-19 is defined by the Georgia Department of Public Health as:

- Living in the same household as a sick person with COVID-19;
- Caring for a sick person with COVID-19;
- Being within six feet of a sick person with COVID-19 for at least 15 minutes; OR,
- Being in direct contact with secretions from a sick person with COVID-19 (e.g., being coughed on, kissing, sharing utensils, etc.).

Students who are symptomatic or have first-hand exposure to an individual who has been diagnosed with COVID-19, should consult with their primary medical provider or call the Student Health Center. Non-resident students should leave campus and contact the Dean of Students. Residence Life students should contact the Director of Residence Life for instructions. These resident-students will be encouraged to return home, however, if that is not possible, they will be moved to a quarantine room within Residence Life. The university will provide students with transportation for testing, if needed.

What is CSU Doing to Help Me Stay Safe?

We understand that you have concerns, and we want to do all we can to help you stay safe. As a result, CSU will be taking the following measures in accordance with guidelines set forth by the CDC and Georgia Department of Public Health. Please keep in mind that guidelines can change over time, and we will adjust accordingly.

- Hand sanitizer will be available in all high-traffic areas and in all buildings. Please use it regularly.
- University System of Georgia (USG) institutions will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is **not** a substitute for social distancing.
- All credit card usage on campus will be touchless for customers.
- Attention will be given to disinfecting high touchpoint areas – such as light switches and door knobs – in heavily used buildings on a daily or more frequent basis.
- Signs and floor markings have been added around campus to establish recommended physical distancing boundaries.

- Sneeze shields have been installed, where applicable.
- Students who are sick or who have been exposed to a person who tested positive for COVID-19 must stay away from campus until they have been approved by a medical provider to return to campus.
- Students who are at higher risk of developing severe illness and who have concerns about returning to campus should contact their advisor and professors about the option of completing their classes online.

Although Columbus State University has put in place preventative measures to reduce the spread of COVID-19, the university cannot guarantee that you will not become exposed to or infected with COVID-19 while studying and living on campus. We are working to reduce the risk of infection, but we cannot eliminate the risk.

What Can I Do to Help Myself and Others Safe?

- Wash your hands frequently.
- Wear a face covering.
- Stay at least 6 feet (2 meters) from other people.
- Stay out of crowded places and avoid mass gatherings.
- Implement virtual meetings, email, and phone conversations as much as possible.
- Do not share laptops or study tools. Where and when this is not possible, sanitize the shared equipment and/or study tools before and after each use.
- Do not shake hands or have body-to-body contact with another person.
- Stay away from campus if you are sick.

What should I do if I have, have symptoms of, or have been exposed to someone suspected of having COVID-19?

Employees and students who show symptoms, are exposed to, or test positive for COVID-19 should report to the appropriate university official as soon as possible.

That designated official is as follows::

- If you live in a residence hall, contact Director of Residence Life, Sarah Secoy, by email, secoy_sarah@columbusstate.edu, or call 706-507-8714.
- If you live off campus, contact the Dean of Students, John McElveen by email, mcelveen_john@columbusstate.edu, or call 706-507-8845.
- If you are an employee, please contact your Direct Supervisor and consult with your primary medical provider.

These offices will provide the student with additional guidance, such as assisting with notification of professors and requesting appropriate academic accommodations. Outside of regular business hours, students should call 706-507-8652. In addition, the student should consult with their primary health care provider. The Student Health Center is available during regular business hours, however, we ask that you call for instructions at 706-507-8620 before visiting.

Students not able to attend class due to illness, please send an email to your instructors indicating that you will be absent. In lieu of attending class, you may access the course materials through CougarView, and participate remotely until such time that you are able to return to class. Please keep your professors informed on your ability to return to class, as it is important for them to know when to expect you in-person.

Students who have or have been exposed to COVID-19 will be required to leave campus and follow the directions of University officials. . In the event that a student living on-campus can not return home, quarantine housing will be available and meals will be provided to the student.

What will CSU do if someone on campus tests positive for COVID-19?

Contact tracing is an important part of an overall comprehensive approach. Columbus State University has partnered with the Georgia Department of Public Health (GDPH), which will provide leadership and guidance with the contact tracing process and execution.

Employees and students who show symptoms, are exposed to, or test positive for COVID-19 should report to the appropriate university official as soon as possible.

That designated official is as follows::

- If you live in a residence hall, contact Director of Residence Life, Sarah Secoy, by email, secoy_sarah@columbusstate.edu, or call 706-507-8714.
- If you live off campus, contact the Dean of Students, John McElveen by email, mcelveen_john@columbusstate.edu, or call 706-507-8845.
- If you are an employee, please contact your Direct Supervisor and consult with your primary medical provider.

Supervisors, the dean of students, and director of residence life will immediately notify our campus-wide point person. This point person will initiate the institutional plan for contact tracing and any further notifications required with the GDPH. As a means of enforcing individuals' various health and educational privacy protections, supervisors, the dean of students, and/or the

director of residence life are not to share the news of, the identity of, or updates about a COVID-19 diagnosis/test with anyone other than the campus point person.

University Support Services will close any affected area necessary for proper cleaning as prescribed by the University System of Georgia (USG) Coronavirus Disease 2019 (COVID-19) Implementation Guidance for Facilities Officers – Custodial Operations Focus, and in compliance with those received from the Georgia National Guard.