



I'm pleased to share **Version 2.0 of the Campus Reopen and Risk Mitigation Plan**. On June 26, we published the original version of the plan to help guide and inform the work of the entire University community. Our Future Planning Group (FPG) and University leadership informed our return to campus planning with an incredible amount of detail and depth of data support, as evidenced in the original plan.

In the four weeks since its launch, students, faculty, staff and community members have used the plan to help prepare themselves and their surroundings for a successful return to campus. Using the guidance contained in the plan to inform individual and organizational action, we've made outstanding progress toward restarting face-to-face learning this August. Highlights of some of the improvements contained in this new version include:

- Visitor/Guest Guidance
- Student Housing
- Travel Guidance
- Libraries Guidance
- Student Affairs and Student Organizations
- Campus Safety Monitoring/Reporting

As our work has evolved since the original document, so too has our understanding of COVID-19. With daily updates on the disease, its manifestation in our community, and new data on the efficacy of proposed mitigation strategies, we felt it was time to update our plan to Version 2.0. This second version of the plan, and the continuing work of our FPG, will help inform the critical strategic decisions our Board of Trustees and Executive Leadership will make in ensuring campus safety.

As we continue to update our guidance and plan, please remember that all aspects of this plan are subject to change. It will continue to evolve as our understanding of COVID-19 evolves and as we test our plans. It will be important for you, as a member of the Gamecock family, to stay tuned to our COVID-19 website for the latest information about current safety conditions on campus and guidance on events and activities. Expect this guidance to change regularly as we adapt quickly to this pandemic and its impact on our greater community.

If you have questions or ideas for improvement, please let us know. In the meantime, please adhere to both campus and community public health guidance as we work together to continue the 219-year legacy of our University.

Forever to Thee,

A handwritten signature in black ink that reads "Bob".

Bob Caslen



CAMPUS REOPEN AND RISK MITIGATION PLAN

July 2020



When I announced to our campus community on March 11 that in-person classes would be suspended through April 3, none of us could have imagined the pandemic we would face and the challenges we would endure for months to come. Even now, as the country and the world slowly resume work, school and life, the question remains, how do we re-open the University of South Carolina safely?

As South Carolina's flagship university, I believe that we bear the responsibility to open our doors to our students, most of whom are eager to resume their education in person and on campus, while remaining mindful of the challenges presented by COVID-19. We did not make this decision lightly; rather, we did so confidently and humbly after an interdisciplinary group of public health, clinical medicine, academic and staff experts from across the University, in collaboration with local, state and national officials and public health experts, worked for two months to develop this plan.

The University remains guided by four enduring priorities:

- Maintaining the health, safety and welfare of our people;
- Limiting and mitigating the spread of the virus on campus and in neighboring communities;
- Maintaining academic, research and athletic excellence;
- Sustaining the university.

It is very important to recognize that COVID-19 will remain part of our society until there is a vaccine and the majority of Americans get vaccinated or develop immunity. Our plan to reopen campus is based on acceptable risk, currently defined simply as our ability to reasonably contain the spread of the virus and properly care for those who are infected. Maintaining acceptable risk will be challenging but not insurmountable, if we practice the risk mitigation measures set forth in this document.

As you consider this plan and the advice and guidance that it provides, I hope that you feel a sense of pride in your university and the work we are doing to take care of our people and deliver the highest quality of education and research possible. Our work, along with that of our sister institutions and the South Carolina Commission on Higher Education, is creating the path many other states are beginning to follow. Because our plan is truly a living process that shifts as our understanding of this virus grows, we will continue to modify and improve it as we near the beginning of the fall semester.

Forever to Thee,

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Palmetto College Plans

The regional Palmetto College campuses are accredited by the SACSCOC with UofSC Columbia, hence the Columbia Risk Mitigation Plan (RMP) will inform the specific RMPs for the Palmetto College campuses.

As a living document that will evolve as understanding of best practices, requirements and recommendations evolves, the Columbia plan – and the Palmetto College plans – will continue to grow to best meet the needs of each campus.



As we prepare to welcome students back for the Fall 2020 semester, the University of South Carolina has reimagined life on our campus for students, faculty, staff and visitors.

We have worked through solutions to the challenges the pandemic has brought to our nation, our state and our university, and we remain committed to providing an excellent academic and student experience in a safe and healthy environment.

But there are many things the country is still learning about COVID-19. As our understanding of the virus continues to shift and evolve, we are aware that our plans may change.

The policies, plans and schedules highlighted in this report are based on today's best-practices as well as standards, regulations and guidelines set by, but not limited to, the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the Occupational Safety and Health Administration (OSHA), APPA Leadership in Educational Facilities, the Environmental Protection Agency (EPA) and the S.C. Department of Health and Environmental Control (DHEC).

Best-practices, standards, recommendations and guidelines are continually being evaluated as this pandemic evolves, and our plans, policies and schedules will be amended as necessary.

Combatting COVID-19 will require an effort from the entire University of South Carolina community, and everyone will be expected to do their part to maintain a clean, safe and healthy environment in which all members of the Gamecock family can live, learn and play.

UNIVERSITY COMMITMENTS

ENDURING PRIORITIES

The University remains guided by our four enduring priorities:

- Maintaining the health, safety and welfare of our people
- Limiting and mitigating the spread of the virus and protecting our community
- Maintaining academic, research and athletic excellence
- Sustaining the University.

GUIDING COMMITMENTS

To enable the full and safe reopening of our campus, we are also guided by seven commitments that transcend all activities including instruction, research and athletics:

Commitment to Excellence

As individuals and as a team we push ourselves to achieve the highest levels of success and to honor our commitment to diversity, equality and inclusivity at all times ... challenging every employee and student to raise the bar for themselves and to inspire others to do the same.

Commitment to the Health, Safety and Welfare of Our People

In this season of uncertainty we harness the power of South Carolina's only School of Public Health, our two Medical Schools, our award-winning and nationally accredited Patient-Centered Medical Home-Student Health Services as well as countless other research and practice expertise to ensure all of our decisions align with the best practices for individual safety and public health. The University of South Carolina is nationally recognized and applauded for its Healthy Carolina Initiatives for creating a culture and atmosphere that encourages healthy choices, healthy behaviors and a healthy place to live.

Commitment to Social Responsibility and Individual Accountability

As a community and part of society, we have individual accountability and social responsibility to take care of each other and to practice the highest degree of prevention and disease preparedness possible to protect the health and safety of all. As a community we must understand injustice; that in times of public health crises not everyone is afforded the same protections and resources. Fear and anxiety can lead to social stigma and xenophobia, which may arise when people associate a specific illness with a population or nationality, despite the fact that not everyone in that



population is at increased risk of having the illness. This virus knows no geopolitical boundaries. As we implement and enhance our public health measures, every effort should be made to dispel misinformation that COVID-19 is linked to individuals of a specific ethnicity, race or national origin.

Commitment to Academic Excellence and Student Success

Our primary mission is to deliver world class academic instruction and to prepare our students to effectively contribute to a more just and equitable world.

Commitment to Continued Research and Scholarly Activity in All its Forms

The University of South Carolina Columbia is classified as a university with the Highest Research Activity by the Carnegie Foundation, and the creation of new knowledge and creative works is the hallmark of our university.

Commitment to Transparency and Shared Governance

The University will work to build trust, inclusion and a team orientation leading to shared responsibility for effectively setting the institution's priorities delivering the mission of the institution within the health and safety guidelines necessary for community health.

Commitment to the State of South Carolina and Our Community

As South Carolina's flagship institution, our first responsibility is to the education of her citizens and contributions to the wisdom and strength of the state. As an urban campus, how we respond to COVID-19 impacts not just our campus, but our community and our state — driving our planning and actions toward the greater good.



OVERVIEW OF CORONAVIRUS (COVID-19)

COVID-19 is a respiratory illness that can spread from person to person. A novel coronavirus called SARS-CoV2 is the cause of COVID-19 and the outbreak was first recognized in China in December 2019. The clinical spectrum of COVID-19 ranges from mild disease with non-specific signs and symptoms of acute respiratory illness to severe pneumonia with respiratory failure and septic shock. Frequently reported signs and symptoms include fever, cough, myalgia or fatigue, loss of sense of smell and taste and shortness of breath at illness onset. The fever course among patients with COVID-19 is not fully understood; it may be prolonged or intermittent.

The incubation period is estimated at approximately 5 days (95% confidence interval, 4 to 7 days). Some studies have estimated a wider range for the incubation period. Data for human infection with other coronaviruses (e.g., MERSCoV, SARS-CoV) suggest that the incubation period may range from 2-14 days. Studies show that there may be a relative high number of asymptomatic infections with COVID-19.

Based on what is currently known about SARS-CoV-2 (COVID-19) and what is known about other coronaviruses, spread is thought to occur mostly from person-to-person via respiratory droplets among close contacts. Preparation is key to an organized, effective and efficient campus-wide response.

CORONAVIRUS FACTS

- COVID-19, the disease caused by the Novel Coronavirus SARS Co-V-2, will remain part of our communities until there is a vaccine and the majority of Americans develop herd immunity through past exposure or vaccination.
- Quality indicators of the state of coronavirus infections are the basic reproduction number (R_0), the percent of daily positive tests, and the percent of population who has been tested.
 - When R_0 is less than 1, when the percent of positive tests is 3 percent or less, and when at least 2 percent of the population is being tested, the virus is traditionally considered at normal levels versus elevated outbreak levels.

- Risk of infection is a function of exposure, time and use of appropriate public health mitigation practices such as physical distancing and covering the face when in public.
 - COVID-19 is spread from person-to-person via respiratory droplets (i.e., the droplets that are expelled when you speak, sneeze, and cough) among people in close contact with one another.
 - High risk activities include spending more than 20 minutes inside with large crowds of people talking, laughing, and not wearing face coverings or keeping 6 feet between them – i.e., a crowded bar. Pool parties, cookouts and other outdoor events are also showing to be high risk because people are not remaining 6 feet apart from one another and/or food and drinks are being shared.
 - Lower risk activities include time spent with one or two friends, being outdoors, consistent use of face coverings and physical distancing, frequent hand washing and shorter visits.
 - Although coronavirus can be obtained by touching surfaces where the virus is present and then touching your ears, eyes, or nose, the primary mode of infection is through close contact with an infected individual without appropriate face coverings, physical distancing, and not washing or sanitizing your hands.

Additionally, there is a chance that while you might not have any personal clinical manifestations of disease, you could unknowingly spread the infection to others in your family, close friend circle or community that are at an increased risk of developing severe disease. It is best that you try to avoid infection for yourself, your loved ones, and your community.

CORONAVIRUS MYTHS

Myth: College-aged students will not get sick if they are infected with COVID-19.

Fact: Although most younger people do not get severely sick, there have been many young people (under the age of 30) who have died, sometimes without underlying health conditions.

Myth: COVID-19 is like the flu.

Fact: For most, the COVID-19 is not much worse than the flu, however, for many it is much worse than the flu. And it is much more contagious than the flu. Unlike the flu, a person with COVID-19 can spread the virus to other people before they even know they are infected.

Myth: It is better for us to all get COVID-19 now so we do not have to worry about it anymore.

Fact: Our understanding of the virus is still adapting, and at the current juncture there is no way to know what individual factors might lead to severe disease. While we have a good understanding that certain health conditions might place one at an increased risk, some healthy people have developed severe respiratory and cardiac disease.

A PHASED, RESPONSIBLE AND SAFE OPENING OF CAMPUS

As we reopen the UofSC Columbia campus, faculty, staff and student employees will return through a phased-in opening during the summer months to prepare for the campus to be fully open and operational at the beginning of the fall semester. The first phase runs from June 1-21, followed by groups returning from June 22-July 13 and July 14-Aug. 3. The final group will return to campus on Aug. 3 and will run through the academic year.

This phased-in return to campus is a conditions-based, four-phase plan designed to safely and deliberately return our employees to the workplace. The phases were developed based on guidance of the CDC, S.C. DHEC as well as the State of South Carolina and other best practice guidelines to include those of the American College Health Association to support the successful reopening of our campus community.

It is anticipated that implementation of each of the four phases will require approximately 2-3 weeks based on current institutional and public health guidance. At each stage of the plan, the university will be guided by the following conditions:

- The number and rate of COVID-19 cases on campus are within the capacity of the university to respond and manage. Health monitoring policies are in place with the capability to screen for active disease daily (this includes but may not be limited to temperature checks and screening for cough, shortness of breath, loss of smell and taste, sore throat, runny nose, nausea and fatigue).
- Testing, contact tracing, quarantine and isolation capabilities are established on campus.
- Environmental controls are in place to include the availability of personal protective equipment (PPE) and cleaning services to support the needs of faculty, staff and students, and campus operations.
- The health care system of the surrounding community can support the number of cases and acuity of health issues.
- The university's infrastructure and the number of faculty and staff returning to the on-campus workforce supports the return of students.



UNIVERSITY CAMPUS SAFETY STATUS

The University continually monitors and determines the level of operations for classes, housing, research and other events and activities using an established safety framework with key indicators. The campus alert levels range from normal functioning to restrictive measures which, at the highest level, could result in a closing of the campus. Levels of response within these ranges include various combinations of online and in-person classes, class size densities, on-campus housing availability, and expanded or reduced research as well as additional controls for campus guests or organized social activities. The primary purpose of this staged process is the ability to evaluate and quickly deploy strategies that increase personal and campus safety and reduce the spread of COVID on campus and in the surrounding community.

Potential indicators of the need to change the university operating level at any given time include numerous community and campus considerations including but not limited to:

- Testing capacity
- Impact on operations
- Health care capacity
- Availability of prevention supplies
- Contact tracing
- Student behavior



- Isolation and quarantine capacity
- Case count and severity of illness
- Wastewater virus monitoring on campus

The University Emergency Management Team with direct assistance and advice from the Arnold School of Public Health, the College of Pharmacy, the College of Nursing, the School of Medicine and Student Health Services, provides daily updates to the president and cabinet to enable timely and data-driven decisions and guidance. These decisions and guidance will be reviewed regularly by the Future Planning Group, deans and vice presidents for awareness, input and implementation.

| | New Normal | Alert Level 1: Low | Alert Level 2: Moderate | Alert Level 3: High |
|--|--|---|---|--|
| What this means for the campus: | Campus is fully open under 'new normal' conditions with primary risk mitigation measures in effect | Campus open fully or partially with additional, elevated risk mitigation measures in place in targeted areas | Campus open partially, with additional, elevated risk mitigation measures in place throughout campus | Campus activity is limited; significant alterations to academic and student support operations; a potential shift to virtual delivery of education |
| What this means for you: | Follow recommended COVID prevention strategies (e.g., hand washing, physical distancing, wear a face covering) | Increase efforts to limit your personal exposure by reducing group interactions and increasing surface/environment cleaning | Limit everyday activities to increase safety. (Note: There is a potential for temporary restrictions in certain areas of campus where there are known cases.) | Take strong measures to limit all contact. (Note: There is a potential for the reduction of the campus population due to a broader outbreak.) |



TRIGGER POINTS FOR CONTINGENCIES AND ALTERNATIVE PATHS

The university will use careful data analysis and establish trigger points that would initiate a timely and structured response when the risks of COVID-19 become unacceptable and the university must alter and/or change the academic calendar and campus operations. These trigger points include but may not be limited to the following:

- Early warning signs indicate imminent risk exceeds the university's and community's capacity to manage the spread of COVID-19 (surge capacity modeling, wastewater contaminants and faculty, staff and student census reports).
- The on-campus and community health care systems have insufficient staffing, PPE, testing modalities, contact tracing and isolation/quarantine capacity to manage infections and illnesses.
- COVID-19 infection in the student population becomes more severe (pneumonia, respiratory distress).
- The university's capacity to sustain operations is threatened (percentage of faculty and staff is not sufficient to maintain the integrity of the academic mission).
- The University is unable to access, analyze and track data effectively enough to inform key decisions.
- Escalating fear and anxiety that prevents students, faculty and staff from engaging effectively in campus operations.

MODIFICATIONS TO FALL 2020 CALENDAR

The student body will begin to return to the Columbia campus in early August and in-person instruction will resume on August 20. While face-to-face classes will be held on campus, the university also will expand its online course offerings to accommodate those who choose to remain away as well as to eliminate large, in-person classes of more than 100 students.

The Fall 2020 academic calendar will include two changes to help protect the health and safety of the UofSC community. There will be no fall break, and students will conclude face-to-face instruction at Thanksgiving break. Remote learning will be in place for the final weeks of the fall semester before winter break in December 2020.



CHANGES TO THE FALL 2020 SEMESTER CALENDAR:

| | | | | |
|---|---|---|---|--|
| Aug. 20 Classes begin | Sept. 7 Labor Day will be a Remote Class Day, meaning classes will be held online and asynchronous for all classes. | Oct. 15-16 Fall Break is cancelled; classes will be held on these days. | Nov. 3 General Election Day will be a Remote Class Day. | Nov. 24 Face-to-face instruction on campus will end. |
| Nov. 25-29 Thanksgiving Break | Nov. 30 Remote Class Day | Dec. 1 Remote Class Day | Dec. 2-4 Reading Days | Dec. 7-14 Final Exam period (for classes having an online final) |

RISK MITIGATION PLAN AND MATERIALS

PUBLIC HEALTH MEASURES

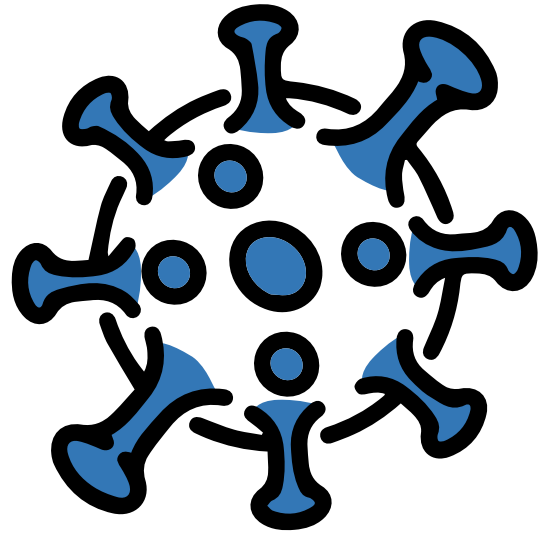
The campus must deploy primary public health controls to slow the transmission and reduce disease impact associated with COVID-19. These control measures include availability of appropriate personal protective equipment (PPE); environmental measures such as testing, enhanced cleaning and disinfection as well as physical distancing, and mitigation strategies such as comprehensive testing, contact tracing, [isolation and quarantine](#). Each of these measures serves to enhance the response capacity of the campus and the surrounding community. Controls must be designed, implemented and monitored to contain, prevent and/or mitigate negative strategic, operational, financial, reputational, health and safety impacts on the institution.

Containment measures include surveillance, rapid identification of infection with immediate isolation, contact tracing, quarantine and — when available — future large-scale delivery of COVID-19 vaccines. Our goal is to keep our community safe by keeping them informed during these unprecedented times. It takes an entire community working together to accomplish one shared mission: to flatten the curve through implementing strong public health measures.

Testing for COVID-19

Two kinds of tests exist to determine COVID-19: viral tests and antibody tests. The viral test (also known as PCR) typically involves a nasal swab and detects the presence of the disease. It is used as a primary containment strategy to quickly identify and isolate individuals infected with the virus. The antibody test typically involves a blood test to determine if an individual had had a previous COVID-19 infection.

Currently available antibody (serologic) tests lack adequate evaluation of efficacy and reliability and are inadequate to determine whether a positive test conveys immunity. Antibody tests are currently best positioned to be used to inform research and public health surveillance efforts to determine estimates of population exposure and herd immunity.



Testing Procedures for Re-Entry

COVID-19 (PCR) diagnostic testing for the virus allows for early identification, intervention and effective contact tracing of COVID-19 cases. Testing results may also help the university better understand and mitigate the spread of the virus.

The University of South Carolina expects all students, faculty and staff members to be tested for COVID-19. Individuals should obtain a test shortly before their return to campus or as soon as possible upon their return to campus. COVID-19 (PCR) diagnostic testing is available to all UofSC members. As we provide testing to all faculty, staff and students it is imperative to ensure the testing is accessible, affordable and reliable. In order to accomplish this, an array of testing sites, collaborative partnerships within the local community and flexible scheduling will be required.

[Students living on-campus](#) must provide proof of their COVID-19 testing results before moving into their residence halls.

The most common way to test for the virus is through a self-collected nasal swab or through a nasopharyngeal swab collected by a health care staff member. Students, faculty and staff will not be charged a co-pay or incur out-of-pocket costs for their initial test for COVID-19, regardless of their health insurance status.

Testing is available Monday through Friday by appointment at Student Health Services, and additional drive-through and walk-up clinics will be provided during peak times to include evenings and weekends. More information is available on the [SHS's website](#) or by calling SHS at 803-576-6597. Additional testing modalities through the University of South Carolina's College of Pharmacy are being finalized and will be communicated to the campus community.

Testing may also be obtained through community-based testing sites, commercial providers or a primary care physician. Information about community-based testing is available through the [South Carolina Department of Health and Environmental Control](#) (DHEC) or the [US Department of Health and Human Services](#). Faculty, staff and students who receive testing outside the University's testing sites should communicate the test results to Student Health Services.

Follow-up testing is recommended for anyone who is experiencing symptoms of COVID-19, has been in close contact with someone who has COVID-19, or has traveled to an area with high levels of SARS-CoV-2 community spread. Follow up testing may be performed by local health care providers, community testing sites, and Student Health Services. Fees may apply.

If a UofSC community member tests positive for COVID-19, appropriate actions will be taken to support the individual and help protect the health and safety of the university community. These actions include health monitoring, contact tracing, isolation and quarantine as well as a heightened disinfection of workspaces and classrooms.

STUDENT HEALTH SERVICES

Student Health Services (SHS) plays a pivotal role in Fall 2020 COVID-19 mitigation and treatment efforts, development of new services and creation of flexible staffing solutions to effectively optimize medical and mental health response in the face uncertainty during this novel pandemic. In addition to pandemic response, SHS will continue to provide patient-centered care for both episodic and chronic illnesses and injuries, counseling, psychiatry, preventative care and wellness services within our accredited medical home. Internal and external surge capacities and staffing trends are being modeled throughout the pandemic to ensure efficient and effective operations and to recognize imminent risk.

In compliance with CDC recommendations, telemedicine and telecounseling capabilities have undergone large-scale expansion and the use of telemedicine/counseling will

be promoted for any appropriate conditions to minimize unnecessary risk of infectious disease exposure to patients and staff. In addition, telemedicine will be utilized for initial contact and triage of patients with respiratory and other symptoms compatible with COVID-19 disease to determine patient care needs and the most appropriate method of care provision. This transition to virtual care will allow the clinic to meet patient care demands while maintaining CDC-guided physical distancing within reception areas, lobbies, treatment areas and ancillary departments.

A drive-up COVID-19 testing service line within SHS was established early in the current pandemic to afford access to testing, which at the time was only available to campus members through local emergency departments. This service line will continue to provide convenient testing options to the campus community, and will improve contact tracing and notification through SHS for positive tests. Back-up staffing contingencies have been created with campus partners, temporary skilled workers and part-time hourly workers.

Additional [programs and services](#) with flexible modalities have also been designed to meet emerging and pandemic-related mental health needs.

Special COVID-19 respiratory screening clinics will be added to meet the campus demands. Outbreak Teams will be utilized to provide medical support in the form of testing and basic levels of medical evaluation in the field for acute outbreaks as needed. These teams will be able to rapidly address a focus of expanding transmission while minimizing foot traffic of high risk individuals across campus.

Internal mitigation controls have been implemented to include emergency response, physical, environmental and infection control measures, surveillance, patient safety and care coordination. SHS will also provide leadership and oversight to contact tracing, isolation and quarantine facilities. University Housing is a critical and valuable partner in this effort.

COVID-19 CONTACT TRACING PROCEDURES

Student Health Services has developed contact tracing protocols and procedures in conjunction with public health professionals and public health agencies, such as the S.C. Department of Health and Environmental Control.

Student Health Services' trained staff will conduct contact tracing and care planning interviews with members of the university community, including students, faculty and

staff, who have tested positive or are presumed positive for COVID-19. Members of the UofSC community who have been in close contact with COVID-19 positive individuals also will be contact traced, while courtesy outreach may also be done for non-UofSC close contacts.

Student Health Services' contact tracing and care plan interviews aim to:

- Ensure that the individual has access to appropriate medical care on campus or in the community, to include follow-up testing.
- Explore the possible route of infection or exposure.
- Identify close contacts and other individuals who may be at risk for infection.
- Educate the individual on the need to quarantine or isolate and determine the individual's plan.
- Identify the support services and needs for the individuals to successfully quarantine or isolate.

Follow-up activity as a result of the contact-tracing interview may include but not limited to:

- Referral to the [COVID-19 Student Report Form](#) to assist the student in notifying faculty members.
- Providing documentation for employers or others to support the individual.
- Coordinating food, safe housing or transportation needs.
- Medical monitoring of COVID-19 symptoms.
- Medical and mental health support.

Effective contact tracing relies on conducting interviews in a timely manner. Complying with requests for information from a contract tracer is an important expectation and a necessity as the University better understands and mitigates the spread of COVID-19.

A safe and secure COVID-19 hotline is in operation to educate the campus community and receive reports concerning the coronavirus. The COVID-19 hotline number is: 803-576-8511.

The University will protect the privacy and identity of individuals diagnosed with COVID-19 in accordance with applicable privacy laws and regulations.

QUARANTINE, ISOLATION AND CARE

Quarantine and isolation are important parts of the university's COVID-19 mitigation strategy. Isolation is an act that separates sick people with a communicable disease from others who are not sick. Quarantine separates and restricts the movement of people who were exposed to a communicable disease to see if they become sick.

The University has updated its policy on [quarantine and isolation](#) for students, faculty and staff.

An individual who has been exposed to COVID-19 or who has been to an area of high-risk for transmission should self-quarantine up to 14 days while they monitor themselves for COVID-19 symptoms. Testing and medical care should be sought by anyone who suspects they have symptoms.

Student Health Services will advise campus community members of the need to quarantine or isolate if they are suspected of a COVID-19 infection. Individuals will be cleared from isolation or quarantine based on current best practices, such as a negative disease test result. A positive diagnostic test result will result in guidance to continue to isolate until considered recovered based on specific CDC and SC DHEC guidelines.

A diagram offering examples of when and how students and teachers in classrooms should quarantine or self-isolate after a possible exposure is available as [Addendum 4](#) of this report.

Individuals who isolate or quarantine should remain in their room or home and should not leave unless they need medical care or in the case of an emergency. Student Health Services, DHEC or a medical provider will provide information about how to successfully comply with the quarantine.

Students living in campus-associated housing who have tested positive or are assumed positive for COVID-19 may be required to relocate to an identified quarantine or isolation space on campus to limit the spread of the virus within the residential community. (The procedures for students living off-campus who have tested positive or are assumed positive for COVID-19 are provided in the [Off-Campus Living](#) section.)

Quarantine space is designed to house those individuals who reside on campus who have been exposed to someone known to have tested positive for COVID-19 or traveled to an area with sustained community spread. These individuals are not experiencing symptoms. Isolation space is designed to house individuals who have COVID-19 symptoms and/or have tested positive for COVID-19.

When a student goes into quarantine or isolation:

- The on-campus quarantine space will be an alternate short-term living location for on-campus students—not a medical facility and medical care will not be provided.
- Student Health Services does not operate an inpatient medical facility or provide 24/7 coverage. Students will be educated regarding after-hours care options and are encouraged to seek care should conditions change outside of the student health center's hours of operation.
- Students experiencing worsening symptoms while in isolation may be referred to urgent care facilities and/or the emergency department for consideration of hospitalization.
- Mental health care will be available to students for continuing care or psychological issues that develop during isolation or quarantine. Students may access limited after-hours mental health services by a licensed counselor by calling 803-777-5223.
- Students who are quarantined or isolated will be required to participate in medical monitoring by Student Health Services in the form of phone calls or medical monitoring technology applications. This health monitoring includes nurse check-ins, symptom monitoring, patient education materials and other health case management needs.
- Telemedicine and telecounseling visits with SHS providers will be available for students who remain in-state. State laws may prohibit telehealth/counseling care to students residing outside South Carolina. Student may access telemedicine and telecounseling options through the SHS [website](#).
- Students will be advised to return home to quarantine or isolate, when possible.
- Individuals who violate quarantine or isolation directives by moving around campus or attending work or class may be subject to disciplinary action by University officials.
- Individuals may be ordered to isolate or quarantine by state public health officials.

Student Health Services will also support individuals who are quarantined and isolated through a case management model, with regular check-ins and coordination of needed support services. Examples of these support services

include coordination of food, supply or medication needs, telemedicine or telecounseling health support, or referral for academic support or coordination.

Isolation and quarantine guidelines will be continually adjusted based on expert opinion from organizations such as the WHO, CDC, and S.C. DHEC.

Faculty and staff who are isolated or quarantined will have access to COVID-19 self-care information and are encouraged to follow up with their personal health care provider. A list of community follow-up options will be provided to those who do not have a personal physician. Courtesy telephone check-ins will be offered through the Student Health Services' Isolation/Quarantine team, and cases will be tracked. Faculty and staff are also encouraged to contact the University's Employee Assistance Program mygroup.com or call 800-633-3353.

INDIVIDUAL AND SOCIAL BEHAVIOR

The university has created a [policy UNIV 3.04](#) on implementing public health directives during a period of a communicable disease outbreak in accordance with guidance from public health officials and governmental entities.

The three primary public health directives that may be implemented during a communicable disease outbreak, particularly one where person-to-person transmission is possible, include physical distancing, the use of face coverings in areas of campus where physical distancing is difficult (such as the Student Health Center, Russell House Student Union, Thomas Cooper Library, residential common areas, and all classroom space), and hand hygiene.

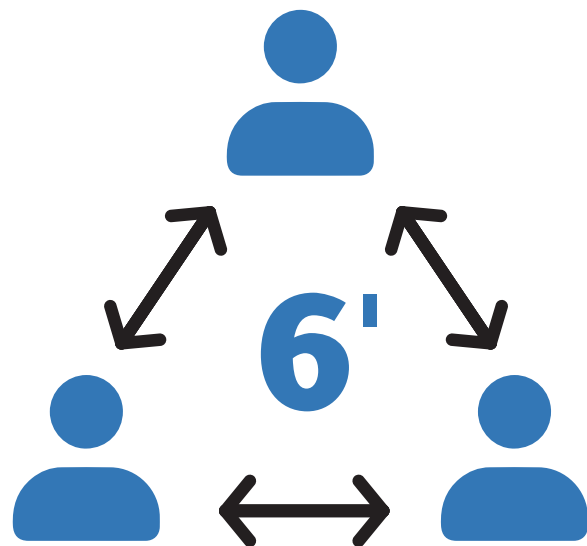
A diagram to help explain the steps people should take if they have been in close contact with someone who may have COVID-19 is included as [Addendum 5](#) of this report.

CLEANLINESS AND PERSONAL HYGIENE

Because there is no vaccine currently available to prevent COVID-19 illness, the best prevention is to avoid being exposed to the virus. The CDC considers person-to-person spread to be the most common form of transmission, occurring mainly among people who are within 6 feet of each other for a prolonged period of time. The virus may be spread by people who are not showing symptoms. COVID-19 can also be contracted by a person touching a surface or object that has the virus on it, and then touching their mouth, nose or eyes. As a result, physical distancing, hand hygiene and respiratory etiquette to include face coverings are important methods of minimizing contact with the virus.

It is therefore important to follow these guidelines:

- Maintain the recommended physical distance from others whenever possible, even when face coverings and masks are in use.
- Do not gather in groups without appropriate precautions. Stay out of crowded places and avoid mass gatherings.
- Avoid crowding in elevators; consider taking the stairs when feasible.
- Remote working and learning are especially important for those who are at increased risk for severe illness from COVID-19.



- Wash your hands often, using soap and water for at least 20 seconds, especially after contacting frequently touched surfaces. Hand sanitizer that is at least 60 percent alcohol is also effective.
- Wear face coverings per [university policy](#).
- Cloth face coverings should be laundered daily. Disposable face coverings can be reused for several days as long as they are in good condition and not soiled.
- Cover coughs and sneezes with a tissue or elbow. Dispose of used tissue properly.
- Avoid contact with frequently touched surfaces.
- Routinely clean and disinfect frequently touched surfaces.
- Avoid touching your face and always perform hand hygiene before eating or touching your nose, mouth or eyes.
- Do not share food, drink, hookahs, vape pens and other products that can easily transmit the virus

SOCIAL (PHYSICAL) DISTANCING

Social or physical distancing means keeping space between yourself and other people while outside your home. This means people should stay the recommended distance apart from others. It also means people should avoid gathering in groups, crowded places and mass gatherings. This is especially vital, given that asymptomatic and pre-symptomatic individuals are known to spread the virus.

The goal of physical distancing is to limit physical contact to decrease viral spread among people in community settings. This is an effective, efficient means of mitigating disease transmission risk.

As the University of South Carolina operationalizes current COVID-19 public health guidelines, our Columbia campus remains committed to utilizing a variety of effective measures to reduce viral transmission risk among faculty, staff and students. Social (or physical) distancing, face coverings, environmental cleaning, hand washing, and community education campaigns are some of the most effective transmission risk mitigation strategies being implemented.

In addition, the campus will limit face-to-face course offerings to fewer than 100 students.

It is the University's Public Health Team's goal to ensure the use of overlapping mitigation strategies to maximize the safety of the campus population. In classrooms, the University will seek to practice the physical distancing standard recommended by recognized public health authorities. Recognizing that there is currently conflicting guidance between CDC and WHO, it is the preference of the Public Health Team to maintain CDC-recommended physical distancing of 6-feet where feasible, but to follow WHO guidance and allow not less than 3 feet in combination with face coverings and other mitigation strategies if spatial adjustment is necessary. Given the established requirement for face coverings in every classroom combined with heightened daily facilities cleaning and campus disease monitoring, the Public Health Team supports a reduction in physical distancing in the classroom setting, but only as logistical constraints warrant.

FACE COVERINGS

In response to the recent increase in community spread of COVID-19 and upon the recommendation of our Future Planning Group (FPG), included below is updated guidance about wearing face coverings. The updates are also intended to reflect the recent [City of Columbia ordinance](#).

FACE COVERINGS REQUIRED IN ALL BUILDINGS

The university will now require face coverings inside all buildings, with the exceptions noted below. The university will provide a washable, reusable face covering for every student, faculty and staff member. Information from the WHO about best-practices and how to wear a non-medical face covering is available in [Addendum 6](#) of this report.

- Students are not expected to wear face coverings in dormitory rooms and individual study rooms.
- Employees are not expected to wear face coverings when alone in individual offices.
- Individuals are not expected to wear face coverings when eating in campus dining facilities.
- University employees who cannot wear face coverings due to health conditions should contact their supervisors.
- Students who have documented conditions that could be exacerbated by wearing face coverings should submit an application to become registered with the [Student Disability Resource Center](#). Students who become registered with the SDRC will be entitled to reasonable accommodations that may help mitigate issues caused by face coverings mandates.

Because the coronavirus can be spread between individuals interacting in close proximity — for example, by speaking, coughing, or sneezing — wearing face coverings is recommended in public settings where physical distancing measures are difficult to maintain.

Face coverings are also strongly recommended in outdoor settings where appropriate physical distancing may not always be possible (individuals in close proximity, busy intersections at class-changing times, passing along sidewalks, waiting at shuttle stops, etc.)

This is especially important in areas of significant community-based transmission.

A face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as paper, cotton, silk, or linen. A face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels; a face covering could be a face shield made of a clear material, for particular instructional needs or for individuals who cannot wear a traditional face covering.

CDC guidelines for face coverings include that any cloth face covering should fit snugly but comfortably against the side of the face, completely cover the nose and mouth, be secured with ties or ear loops, include multiple layers of fabric, allow for breathing without restriction, and be laundered and machine dried without damage or change to shape.

- Your mask should cover your face from the bridge of your nose to under your chin. It should be loose fitting but still secure enough to stay in place. Make sure you can talk and breathe easily with your mask in place. Once your face covering is on, you should not touch or move it.
- When removing your face covering, remove it from the ear loops or ties, fold outside corners in half, and wash. Also wash your hands after removing your face covering.

The CDC and WHO offer guidance and recommendations on face coverings, including when and how to wear them and how face coverings can be made.

Clear face shields may be used by persons with disabilities that make it difficult to use face coverings, and by instructors where a view of a person's face is critical to quality instruction.

Face coverings should not be shared with other individuals and should be kept in a clean safe place when not being worn. When removing or putting on a face covering, use the ties and avoid putting your hands on the face cover. Wash your hands before and after removal.

Face Coverings for Faculty and Instructors

Faculty who have health conditions that make wearing a face covering difficult should talk with their direct supervisor about accommodations and/or working remotely.

Because face coverings are required in all buildings, instructors inside classrooms (including faculty, staff instructors, graduate instructors or teaching assistants) are expected to either wear a face covering or be behind a barrier, and also be physically distanced from the students.

The university will provide instructors with face coverings to offer to students who may forget to bring their own. If a student refuses to cover their face and refuses to leave the class, that student can be reported to the Office of Student Conduct. Enforcement measures are stated in the Student Enforcement of Public Health Directives compiled by the Office of the Dean of Students.

It is the university's goal to ensure the use of overlapping mitigation strategies to maximize the safety of the campus population. In classrooms, the university will seek to practice the physical distancing standard recommended by recognized public health authorities. Recognizing that there is currently conflicting guidance between CDC and WHO, we will adopt CDC-recommended physical distancing

of 6-feet among students where feasible, but follow WHO guidance and allow not less than 3 feet in combination with face coverings and other mitigation strategies if adjustment is necessary. Instructors are expected to either wear a face covering or face shield, be behind a barrier (e.g., sneeze guard), or be physically distanced from the students by a distance of no less than 10 feet.

Face Coverings for Employees

Employees who have health conditions that make wearing a face covering difficult should talk with their direct supervisor about accommodations and/or working remotely.

Face Coverings for Students

Face coverings are required in all campus buildings and any student who intentionally violates a face-covering mandate may be referred to the [Office of Student Conduct](#) for education and/or disciplinary action if necessary. Students who have documented conditions that could be exacerbated by wearing face coverings should submit an application to become registered with the [Student Disability Resource Center](#). Students who become registered with the SDRC will be entitled to reasonable accommodations that may help mitigate issues caused by face coverings mandates.

Face Coverings for Guests

Visitors on campus should be limited; however, the university will supply schools, colleges, facility managers, department heads and others with appropriate supplies of disposable masks for use by visitors on campus.

WORKPLACE SAFETY, CHANGES AND MODIFICATIONS

Combatting COVID-19 requires an effort from the UofSC community to maintain a clean and safe environment for all. Workspaces and procedures will be altered in some cases to mitigate the spread of the virus and keep students, faculty and staff safe and healthy.

WORK SPACES

Office spaces and work practices must be organized to support physical distancing and protect the health and safety of all employees. All units will [post signage](#) that educates employees about COVID-19 and encourages hand washing, face coverings and physical distancing.

Modifications to the workplace may be necessary to reduce close contact among individuals, promote physical distancing and reduce the need to touch objects. Workplace modifications may include:

- Changes in traffic flow by designating areas of one-way traffic or identifying specific doors as entrance or exit only.
- Changing or rearranging furniture, such as eliminating seats in waiting areas, increasing space between work stations and adding plexiglass shields.
- Closing or assigning new occupancy limits in common areas where employees are likely to congregate, such as breakrooms and kitchens.
- New signage, including new occupancy limits, directional signs and floor markings to maintain space between individuals.
- Establishing wipe-down protocols or removing shared pens, shared utensils, magazines and appliances, as appropriate.
- Removal of items that are difficult to clean or disinfect.

SAFETY SUPPLIES

All employees will be provided with a reusable face covering.

Offices will be regularly supplied with disinfectant spray, disinfectant wipes, disposable gloves, disposable masks and hand or applicable substitutes as needed.

Hand sanitizer will be provided at building entrances and in areas of high traffic.

CLEANING AND DISINFECTION PROTOCOLS

Routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19. Normal routine cleaning with soap and water alone can reduce risk of exposure and is a necessary step before disinfection of surfaces. Based on what is currently known about COVID-19, spread from person-to-person of this virus happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets.

Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19. Transmission of coronavirus occurs much more commonly through respiratory droplets than through objects and surfaces, like doorknobs, countertops, keyboards, toys, etc. Current evidence suggests that

COVID-19 may remain viable for hours to days on surfaces made from a variety of materials.

Individuals may catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. More frequent cleaning and disinfection may be required based on level of use. Cleaning of visibly dirty surfaces and frequently touched items followed by disinfection are best practices in the prevention of COVID-19.

Staff has been added in custodial and janitorial services. Cleaning crews have been trained and are providing enhanced cleaning, sanitizing and disinfecting surfaces of all workplaces, offices and classrooms. Along with their daily cleaning requirements, custodial services will increase the frequency of necessary cleanings, such as high-touch surfaces in common areas. All spaces are to be at APPA level 2 standard as a base, with specifics available in an [addendum 1](#) of this report as well as the [CDC website](#).

Students, faculty and staff will be trained on relevant policies, plans and schedules for routine cleaning, sanitizing and disinfecting surfaces. Everyone on campus will be asked to assist with focusing on cleaning their personal areas such as their computer, office phone, keyboard and other high-touch surfaces.

If an employee leaves work due to an illness or is unable to report to work because of symptoms consistent with COVID-19, their work station and any common areas they used will be closed for appropriate cleaning and disinfecting.

WORK PRACTICES

Employees will adhere to new work practices to help protect the health and safety of the university community. Those include:

- Washing hands before touching shared items, including doorknobs, light fixtures, copiers, work tables, counters, appliances and similar shared objects.
- Disinfecting shared surfaces after each use.
- Keeping individual workspaces free of clutter and removing excess personal and unnecessary items to allow for maximum cleaning of all surfaces.
- Observing occupancy limits posted for all common spaces including elevators, stairwells, restrooms, breakrooms and meeting rooms.
- Using the stairs if you are physically able so others may use the elevators.

- Wearing face coverings whenever physical distancing is difficult.
- Traveling alone in vehicles whenever possible. If job duties require traveling with a crew in a vehicle, vehicle occupants are to wear face coverings, use hand sanitizer and allow for the circulation of outside air.

WORKDAY SCHEDULING AND TELECOMMUTING

To limit the density of work staff and reduce building traffic on campus, units will promote flexibility in scheduling and alter workdays and times as appropriate. Recommended options include:

- Flexible work schedules.
- Alternating days in the workplace with days of remote work.
- Continued telecommuting when appropriate and feasible.
- Staggering start and end times to limit number of employees arriving or departing at the same time.

Remote work is a significant part of our disease mitigation strategy. During the phased return to campus, remote work is the best option for employees who are at higher risk, who live with someone at higher risk, or who have dependents who require care. Supervisors are to use discretion and empathy when determining when an employee should return to campus.

Supervisors will consider whether staff members who are effective at telecommuting may continue to work remotely on a long-term basis.

MEETINGS

Generally speaking, faculty and staff should seek to limit meetings and visitors to our campus as a means to reduce the introduction of the COVID-19 virus into the campus community and to reduce the risk to guests of exposure to the virus while on campus.

Whenever possible meetings should be held online using platforms recommended by the university. If a meeting must be held in person, the room occupancy must not exceed 50 percent of the prior approved occupancy rate. The meetings should be as short as possible, and the room must allow for physical distancing.

MENTAL AND EMOTIONAL HEALTH

Members of our campus population have been deeply changed by the experience of navigating COVID-19. Individuals have lost family members, been isolated from others and have missed meaningful events. They may be leaving this phase of the pandemic facing financial uncertainty, civil unrest and anxiety about the future.

While experiencing the physical separation of physical distancing, it is important to stay in virtual touch with family and friends through phone calls, video chat and social media. Be on guard for sadness, anxiety or depression in yourself or others while physical distancing is necessary. If you or someone you know needs help:

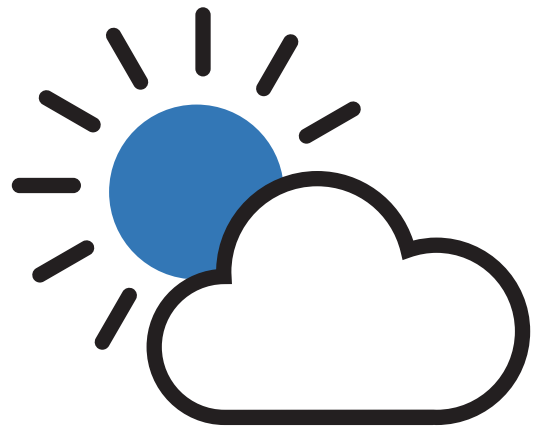
- Call 911 if you or someone you know is considering harming themselves or someone else.
- Call Counseling and Psychiatry at 803-777-5223 to speak with a counselor about urgent concerns. UofSC faculty and staff can also call at any time if they have concerns about a student.
- Crisis Text Line: Text HELLO to 741741 (Free, 24/7 and confidential)
- Faculty and staff are also encouraged to contact the University' Employee Assistance Program mygroup.com or call 800-633-3353.

Caring for our community's mental and emotional well-being is paramount within our campus recovery plan.

UofSC has established our concern for and commitment to the mental and emotional health of our students, faculty and staff. We have been a leader and early adopter of resiliency development, positive mental health initiatives, employee wellness programs and healthy campus initiatives.

MENTAL HEALTH INITIATIVE AND SERVICE DELIVERY

Student Health Services has a continuum of mental health services from mental health promotion to highly qualified mental health providers and psychiatrists. These services will continue to be offered through both virtual and in-person delivery models. Students who continue their education from another state will be assisted in locating services through our case management model.



Faculty and staff have access to mental health care services through our Employee Assistance Program. Our Gamecocks Live Well employee wellness program and our Healthy Campus Initiatives area offer a complement of services to support well-being, such as wellness coaching and mindfulness and meditation training.

Direct services are paired with training and education programs to create a caring community and reduce mental health stigma. Resources include Suicide Prevention gatekeeper training, Mental Health Ambassador training, Gamecock Stand Up bystander education trainings and campaigns, our Hear Me Out podcast, and supporting student-led mental health initiatives. A description of resources is available at [Student Health Services](#).

PANDEMIC RECOVERY

Our approach to mental and emotional well-being during pandemic recovery has three focus areas:

- Deepening our mental health resources and our community's utilization of earlier interventions.
- Enhancing our community's skills in supporting each other.
- Assisting individuals to recover and thrive in all areas of well-being.

Existing programs will be enhanced and new initiatives will emerge from this arena, including:

Tier 1: Principles of Well-Being: “Taking Care of Ourselves”

- Enhance and promote basics of holistic wellness as tools for COVID-19 prevention and recovery (sleep, nutrition, exercise, mindfulness, stress management, financial literacy).
- Enhance faculty/staff offerings on the topics of grief, worry, communication and work/life balance.
- Expand and elevate the Resiliency Project collaboration.
- Add sound principles of COVID-19 prevention as part of well-being.

Tier 2: Peer-to-Peer Support: “Taking Care of Each Other”

- Enhance peer triage and support initiatives among students, such as the Mental Health Ambassadors programs.
- Develop meaningful faculty and staff peer support in different departments and programs.
- Develop intergenerational support structures and programs.
- Utilize social media influencers to normalize emotional well-being recovery and build community.
- Enhance and elevate bystander intervention and stigma-reduction concepts, programming and messaging.
- Elevate promotion of Kognito, web-based simulation to teach students how to recognize when a friend is in distress and guides them on best ways to intervene.

Tier 3: Deepening Resources

- Explore the assets of our Employee Assistance Program and raise awareness and utilization.
- Raise awareness of community resources for students, faculty and staff, including self-help, peer support groups, community mental health resources, faith-based initiatives.
- Enhance and normalize a blended set of virtual and in-person resources for well-being, such as virtual health and mental health service delivery and group support in virtual spaces.

- Continue stigma reduction work around mental health, loneliness and discrimination that may be activated by COVID-19 factors, like anti-Asian sentiments.
- Expand collaborative resource development projects like the new Mental Health and Well-being Competency Certificate Program for faculty from SHS and the Center for Teaching Excellence.
- Counseling and Psychiatry will offer an enhanced group support model, including specialized group support for those students in isolation and quarantine.

Tier 4: Enhancing Mental Health Services

- Revisit recent pre-pandemic mental health self-studies, like the Suicide Prevention Strategic Plan, Postvention Plan and the mental health strategic plan to deploy resources to meet identified needs, which will likely present with more urgency upon students' return.

Tier 5: Signaling our Commitment

- Develop a high-profile set of resources to allow individuals to pursue their own well-being development and signals UofSC's commitment to a culture of care and compassion.

TEACHING AND STUDENT SUCCESS

To accommodate public health concerns of faculty and students, fall instruction will take place in a variety of modes: fully in-person, hybrid in-person/online, and fully online. Online components may be either synchronous (live-streamed) or asynchronous (recorded).

Classes delivered in person may make provisions for the protracted absence of students who may be quarantined due to COVID-19 exposure. Each instructor must have a plan to deliver make-up instruction remotely. In no case, however, should faculty anticipate teaching parallel online and in-person sections of a single course.

The [Center for Teaching Excellence](#) and the [Keep Teaching](#) pages offer guidance for strategies for the varied instructional modalities.

To help faculty navigate the challenges of teaching in the classroom during to the pandemic, the Faculty Welfare Committee and the Committee on Scholastic Standards and Petitions, in conjunction with others across campus, have developed materials for faculty. [This document](#) covers: an overview of related to COVID-19 public health directives; guidance on the enforcement of public health directives in the classroom; suggestions and recommendations for managing attendance and class participation; other ideas and suggestions that faculty can consider implementing in the classroom; and recommendations for language that can be used in course syllabi.

To respect physical distancing guidelines, no class larger than 100 will meet in person. Classroom capacities will be adjusted in light of best practice recommendations.

It is the University's Public Health Team's goal to ensure the use of overlapping mitigation strategies to maximize the safety of the campus population. In classrooms, the University will seek to practice the physical distancing standard recommended by recognized public health authorities. Recognizing that there is currently conflicting guidance between CDC and WHO, it is the preference of the Public Health Team to maintain CDC-recommended physical distancing of 6-feet where feasible, but to follow WHO guidance and allow not less than 3 feet in combination with face coverings and other mitigation strategies if spatial adjustment is necessary. Given the established requirement for face coverings in every classroom combined with



heightened daily facilities cleaning and campus disease monitoring, the Public Health Team supports a reduction in physical distancing in the classroom setting, but only as logistical constraints warrant.

Because timing will not permit professional cleaning of classrooms between class sessions, students and instructors are asked to be considerate of the classes that will follow theirs.

All instruction and final exams after Thanksgiving must be conducted remotely, and in-person exams must be concluded by Nov. 24. Faculty teaching in-person classes are encouraged to consider alternatives to the traditional final exam, such as more frequent in-class exams/quizzes, term papers due during the final exam period, online exams proctored by Respondus Monitor or LockDown (which is free to students) or by ProctorU, which charges students (and that charge must be indicated in the syllabus).

Students who are registered with the Student Disability Resource Center (SDRC) should continue to schedule their tests (online or in-person) through AIM. Faculty who have questions regarding online examinations and students with registered disabilities should contact the SDRC with questions (sadrc@mailbox.sc.edu). Faculty seeking guidance, resources or support regarding online examinations and issues of cheating or academic dishonesty can contact the Office of Student Conduct and Academic Integrity at saosc@mailbox.sc.edu.

Faculty are expected to have office hours but may conduct the office hours virtually if they so desire. They should also

expect to meet virtually with students who are unable to meet in person for health reasons.

Seating recommendations and traffic flow directions will be provided for classrooms. To facilitate contact tracing and encourage physical distancing, faculty are encouraged to keep seating charts, especially in larger classes.

The university has embarked on an intensive classroom technology upgrade program over the summer of 2020. Approximately 480 Columbia campus classrooms will be enhanced to allow instructors to record and stream lectures digitally using Blackboard Collaborate Ultra. This will allow remote students to view courses live or after the class, depending on their bandwidth and personal circumstances. While use of the technology is not required, it will be one of the ways faculty can ensure that students who are ill or in quarantine can still access course content. Closed-captioning support for recorded lectures will also be provided through the Blackboard Collaborate Ultra.

Faculty have been granted the opportunity to choose to teach remotely. Changes in the modality of how courses are offered will be kept to a minimum so that students know what type of course they are taking and so classroom space can be assigned to maximize community safety. As always, if an instructor's circumstances change, such as the onset of new illness, there will be flexibility. UofSC Columbia has a clear plan to determine when the university environment has become unsafe and will be vigilant in protecting faculty, staff and students. While there is confidence that the probability the university will close in the fall is low, closure remains a possibility due to the uncertain nature of COVID-19.

CLASSROOM SUPPLIES AND PROTOCOL

The university is undertaking an intensive [cleaning protocol](#) for all classrooms and buildings across campus. Most surfaces and items in all classrooms will be cleaned every day. There also will be self-use cleaning supplies, such as wipes or towelettes and/or alcohol-based spray cleaner with paper towels available. The types of cleaning products will depend upon availability and practical use for surfaces in the space. These supplies will be monitored and replenished as needed by Facilities Services and Procurement.

Supplies were provided to classrooms and offices that were open during the summer, with a full rollout of supplies to classrooms to be complete before classes begin in August.

UNIVERSITY LIBRARIES

The libraries have made changes to their buildings and policies to ensure the safety of students, faculty and staff and to continue offering services to the university community. Each library will have modified study space for physical distancing, will require face coverings be worn at all times, and will have shortened hours. Government Documents and Maps, the Hollings Library, Moving Image Research Collections and South Caroliniana will be open to patrons on appointment only basis. Many library services will operate virtually, as they have been since closing in March.

Thomas Cooper Library has made additional changes:

- Access will be by Carolina Card and building capacity will be limited
- No outside food will be allowed
- Levels 1, 2, and 3 will remain closed
- All stacks will be closed to browsing. Stacks materials will be requested through the catalog for in library pick-up or mail delivery to preferred address
- Elevators will have limited capacity and stairs will be one directional
- Career Center, Center for Teaching Excellence, and Student Success Center will operate by appointment only
- Starbucks will be accessed through a door on the bridge to the Hollings Library

Please see the [University Libraries' website](#) for additional information and to access virtual services.

STUDENT SERVICE UNITS

UNIVERSITY ADVISING CENTER

- All continuing and entering students are required to be advised before they can register for classes. Advising is being done remotely both during Orientation and on an ongoing basis.
- All students may be re-advised during the summer after fall classes are assigned a final mode of delivery (in-person, hybrid or fully online). The re-advising is to ensure that students still progress toward their degree regardless of class delivery mode. The University is hiring extra temporary advising staff to ensure all of our students are supported in their academic choices.
- The University Advising Center is implementing a program to assist faculty with contacting students who are not participating in classes during the Fall of 2020.

CENTER FOR INTEGRATIVE AND EXPERIENTIAL LEARNING (CIEL)

- CIEL will continue advising and promoting experiential learning both in class and outside of class for students, both remotely and in-person.
- The center is developing high-quality experiential learning opportunities that can be safely done in the current environment.

STUDENT SUCCESS CENTER AND CAREER CENTER

- Supplemental instruction, peer tutoring, success consultation, career coaching and other student services will maximize access to students through a hybrid approach of in-person and online services.
- The EAB Navigate app will be launched in fall 2020 to streamline resources for undergraduate students, enable greater self-service, create to-do lists for key actions, and facilitate real-time responses to interest inventories and pulse polls. It will be rolled-out to first-year students in U101 classes and available to all undergraduate students.
- The Student Success Center will support in-person, hybrid and online sections of courses and will adjust approach for continuity of services if course modality changes



- In-person services will observe physical distancing where possible and will include face coverings, wellness shields, and other risk mitigation measures when physical distancing is not possible.
- Employer-related events are being reviewed, and those that cannot fully comply with physical distancing and risk management measures will be converted to a virtual format.
- Modifications will be made to the centers' facilities, including installing plexiglass to limit potential COVID exposure during in-person appointments, arranging furniture in common areas to ensure physical distancing, and ordering supplies and signage to promote preventive hygiene.

STUDENT DISABILITY RESOURCE CENTER

The Student Disability Resource Center (SDRC) remains dedicated to its mission to serve as a clearinghouse of resources for our students with disabilities. Until further notice, the following modifications of services include:

- Virtual drop-ins will be available 9 a.m.-5 p.m. weekdays. Individuals needing immediate support should email sadrc@mailbox.sc.edu with their inquiry. Include the reason for the inquiry in your message.
- Requests for virtual or in-person appointments
 - Students who are already registered with the SDRC should email their assigned coordinator to arrange an appointment. While virtual appointments are preferred,

in-person appointments in the SDRC office, on the first floor of Close-Hipp, will be granted when possible based on the employee's work arrangement with the university.

- Individuals who are not registered students (new students, families, faculty, or staff) may request an appointment by emailing sadrc@mailbox.sc.edu.
- Students wishing to submit an application to register with the SDRC
 - More information on registering as a student with a disability and a link to our application is available [here](#).
- Accommodations and test proctoring for students registered with the SDRC
 - General information on requesting accommodations as well as information on test proctoring is available on the [webpage](#).
 - Registered students may also communicate with the test proctor by emailing saprctr@mailbox.sc.edu. Registered students who have questions regarding current test proctoring accommodations or wish to change accommodations are directed to email the assigned coordinator with such inquiries.

Substance Abuse Prevention and Education Services for Students

The Substance Abuse Prevention and Education office continues to collaborate to build a safe, healthy learning environment and provide evidence-based prevention, early intervention and recovery support services.

Modifications of services include:

- Digital appointments for STIR and STIR+ through Microsoft Teams. Students wishing to schedule their appointment can send an email to sape@sc.edu or their assigned STIR Coach.
- Online appointments for Recovery Coaching will be held in Microsoft Teams. Students wishing to schedule their appointment can send an email to the Recovery Coordinator at hollifm@mailbox.sc.edu or gamecockrecovery@sc.edu.
- Mutual Aid Recovery Support Meetings will be held through Zoom. Current meetings include All Recovery, SMART Recovery, Family & Friends, and some collaborative meetings with the collegiate recovery programs. Please review [Gamecock Recovery](#) for a current meeting schedule. Send an email to the Recovery Coordinator at hollifm@mailbox.sc.edu for the Zoom information.

- Educational presentations and Carolina Community Coalition meetings will be held through Microsoft Teams, Zoom or Blackboard. To request a presentation, complete the [request form](#) or send an email to sape@sc.edu.
- Questions about Alcohol Edu and Sexual Assault Prevention for Undergraduates or related matters can be directed to sape@sc.edu.

UNIVERSITY 101

The UofSC's renowned University 101 class for incoming first-year students will be offered in multiple formats, including traditional face-to-face classes, a hybrid of in-person and virtual classes, and online classes.

Faculty development and instruction information sessions will be conducted online, while individual meetings with students will be held virtually. In cases where an in-person meeting is necessary, face coverings will be required.

STUDENT LIFE AND STUDENT SPACES

Modifications will be made to student spaces and activities, including residence halls, dining facilities and organizations. The changes will be made to ensure our students' health and safety while maintaining the renowned student experience at the University of South Carolina.

UNIVERSITY HOUSING

Clearly, it is difficult to maintain full physical distancing in on-campus housing, and even modified guidelines may be difficult to achieve. Considerations to decrease the risk for exposure within traditional residence halls, campus apartments/suites, campus fraternity/sorority houses and other on-campus housing arrangements, will include investigating single occupancy, requirement of face coverings in common public areas, reminders of proper hand washing and public health measures, enhanced cleaning, restrictions on events and social activities and restrictions on building access to non-residents and altering move-in patterns and schedules to reduce the number of students gathering in one area. Students with medical conditions and/ or are identified as high risk will be given single occupancy priority. Students with a registered disability seeking additional accommodations should work with the Student Disability Resource Center.

MOVE-IN SCHEDULE

The university's residence hall move-in will be adjusted to help maintain physical distancing and ensure a smooth transition for students and their families. Move-in will be stretched out over six days. Three will be for students participating in sorority recruitment, ROTC, Marching Band and a few other groups. Three days will be for the official university move-in.

On Move-in Day:

- Students and their families will sign up for a move-in time, which will be strictly adhered to.
- Prior to day of arrival, students must upload proof of their COVID-19 testing results to the Student Health Center's [My Health Space portal](#). Testing information upload should include one of the following:
 - Proof of prior COVID-19 infection;
 - Proof of presence of COVID-19 antibodies;



- Proof of negative COVID-19 test with results received within 10 days of your scheduled move-in day. If you live in a state with longer return times for COVID results, 14 days will be allowed.
- Students will be provided a “Welcome Package” with a number of key protective items to better provide for their safety and welfare.
- Move-in carts will not be available for loan.
- Move-in assistance from the university community will not be available.
- Floor markings will help students and families maintain a 6-foot physical distance from others.
- Face coverings will be mandatory in all University buildings including University Housing. Face coverings must be worn at all times, except when in a student's assigned residence hall room/apartment.

OCCUPANCY MANAGEMENT

Overall occupancy of residence halls will be reduced. As much as possible, students will be assigned to single rooms.

- Some rooms are designed as singles, primarily in apartment-style configurations, and they will remain single occupancy.
- In traditional-style buildings, students will be assigned to a single room to reduce the chance of transmission of the virus in the common area bathrooms.

- Suite-style buildings will have a combination of single room occupancy and double room occupancy.
- Students are requested to wear face coverings in common gathering spaces of the residence halls including lounges, study rooms, community rooms, lobbies and elevator waiting areas.
- Students will be asked to physically distance themselves 6 feet from others, even while wearing face coverings.
- Visitation policy will be altered to only allow visitors who are members of the UofSC community.

HOUSING OCCUPANCY AGREEMENT

The housing occupancy agreement each student signs each year will have an addendum that requires the student to acknowledge and agree to each of the following items as a condition of being allowed to live in University Housing:

- Mandatory COVID-19 testing results uploaded prior to arrival.
- Required to wear a face covering outside of the student's assigned room or apartment.
- Notify the Student Health Center immediately if the student has tested positive for COVID-19, has had contact with anyone who tested positive for COVID-19, or is experiencing any COVID-related symptoms (even if they are mild).
- Comply with the requirements of students needing to be isolated or quarantined.
- Notify University Housing immediately of the need to self-isolate or quarantine.
- Call 911 and wear a face covering in the case of a medical emergency.
- May be required to move to another room, hall or other location in the event of required self-quarantine or isolation.
- Room change requests are suspended until further notice.
- Visitation hours or number of guests allowed in a room may temporarily change to address a campus response to a health and safety issue.
- University Housing may find it necessary to take specific actions to protect the public health of residents which may include communicable diseases other than COVID-19.

FACILITY OPERATIONS

Changes and adjustments will be made to the day-to-day operations of facilities throughout campus, including the university's residence halls. Among the adjustments to residence hall cleanings and Housing procedures are:

Cleaning Standards

- High touch areas will be cleaned multiple times a day.
- Common area bathrooms will be cleaned multiple times a day.
- Hand soap, paper towels and hand sanitizer stations will be checked twice a day and replenished as needed.
- Common gathering spaces will be fogged or misted once a month.

Vehicles

- Staff who are assigned to vehicles will disinfect their vehicles, tools and other equipment before and after each usage. Tools will not be shared between staff members.
- Only one staff member will be assigned to each vehicle.

Facility Operations

- Facility Operations will set appointments with students to complete work orders when the student will not be present, unless it is an emergency situation, such as a leaking pipe, overflowing toilet, etc.

Plexiglass Dividers

- Plexiglass dividers will be installed at all walk-up service desks in office areas as well as residence hall front desks.

Specialty Spaces

- While final details are being refined, we expect that community kitchens will have sign-up sheets to limit the number of people in the space at a time. Food can be stored in the refrigerators at the student's own risk.
- Kitchen supplies will not be available for check-out. Ice machines will be turned off.
- Lounges and game rooms will be used at the student's own risk. Shared game room equipment such as pool cues will be removed from game rooms.
- Laundry rooms will have signage to encourage appropriate physical distancing.

PROGRAMMING AND STUDENT ENGAGEMENT

The core focus for Housing programming and student engagement events will be on students' and staff members' safety and health as well as community and relationship building. Among the changes to be implemented this fall are:

- Programming and engagement will be focused on smaller groups of students where the RM will actively build relationships and community.
- RSVPs will be required to limit the number of individuals within the guidelines established by the University and updated regularly throughout the semester.
- Physical distancing etiquette will be reviewed prior to students' arrival to campus and re-iterated in creative ways using videos, social media, etc. Peer-to-peer messaging will be valuable and could possibly be an advocacy opportunity for RHA student leaders.
- Food usage must comply with the food guidelines.
- Community meetings may be a hybrid, virtual and in-person, depending on space available, student preferences, etc.
- Student attendance at events will be tracked to assist with contact tracing, if needed.

OTHER RISK MITIGATION PROCEDURES

- Building evacuations for fire and other emergencies will have modified instructions to ensure appropriate physical distancing. Residence Life Coordinators will be provided with a bullhorn to help guide students to appropriate evacuation areas.
- Health and safety inspections of student rooms and hurricane procedures will be altered to include appropriate physical distancing.

OFF-CAMPUS LIVING

A large percentage of UofSC students live off campus in houses in neighborhoods close to campus and in apartment complexes marketed to students. The university is coordinating off-campus communication efforts, working with the Dean of Students, Student Conduct, University Communications and Public Affairs, Off-Campus Living, student leadership, Student Health Services and the USCPD to help educate students, communicate expectations and establish accountability efforts that support the plan.

Community members living in neighborhoods surrounding campus will be encouraged to report concerning student behavior using the existing off-campus incident reporting process. All reports will be followed up by the Office of Student Conduct or the Off-Campus Living and Neighborhood Relations offices.

A series of meetings have been hosted with private apartment property managers this summer to share information about campus plans to prevent virus spread and encourage their participation to reduce virus spread at those facilities. Topics covered include: best-practices developed for on-campus housing and community space risk reduction; the #Ipledgecolumbia campaign; Student Health Services testing, treatment, contact tracing and quarantine/isolation plans; and how to report problematic student behavior to the university.

Students living off campus will not be isolated/quarantined on campus. A system is in place between Student Health Services, Undergraduate Ombudsperson and Student Life to monitor off-campus cases and provide appropriate follow up and guidance to property managers, while maintaining the privacy of the student tenants. Further coordination will occur between the university and apartment manager as needed. Off-campus students in quarantine will be responsible for their own food, unless they have a current Carolina Food Co. meal plan. Off-campus students in quarantine with a Carolina Food Co. meal plan will be responsible for requesting pick-up meals from Carolina Food Co. A specific campus location will be designated by Carolina Food Co. for off-campus meal pick-up. Students with a Carolina Food Co. meal plan will also be responsible for designating a responsible party to pick up their meals at the established pick-up location. Meals will not be delivered to students in quarantine living off-campus by Carolina Food Co. or by university staff.

We expect off-campus leases that students have with their property management companies will continue to be in effect. As students know, this is a contractual agreement between a tenant and the leasing agency. The University is not affiliated with these providers and has no direct decision-making authority regarding their operations. Students who wish to get out of a previously signed lease should communicate with their leasing agencies to determine what can be negotiated. If students would like to speak with a lawyer to review their lease and request legal advice, they may request an [appointment with Student Legal Services](#). They also can check the [UofSC Message Board](#) using their UofSC network ID to advertise their lease

to UofSC students looking to sublease housing for the upcoming school year.

The university will continue to collaborate with apartment managers, landlords, external and internal law enforcement, local residents and the Office of Student Conduct to discourage large gatherings in private apartments and houses.

STUDENT LIFE

Russell House University Union

The Russell House University Union will adjust its policies in light of COVID-19, including changes to the building's hours, entrances and exits, dining facilities and meeting rooms. Changes will also be made to the gathering spaces and lounges throughout the building to maintain physical distancing and reduce custodial cleaning burden. Face coverings must be worn in the Russell House, and staff will monitor compliance.

Facility Operation

A "safety team" exists to manage physical distance protocols and compliance with new use patterns for all visitors to the facility.

Touchless mechanisms will be installed for all doors to reduce contact, and directional signage and wayfinding will be available. Three primary entrances for the first and second floors will be utilized. Internal stairwells will be closed to limit building access and individual elevator usage. Exit will be from the first floor ATM Alley (at food service) and through Greene Street doors unless ADA requires using another exit.

Lounge and meeting spaces exist indoors and outdoors for reservation for university units and student organizations; however, use of academic classrooms for social functions and meetings is suspended due to expanded needs for classes (as well as cleaning and sanitizing after hours). Russell House catering policy and solicitation by off-campus vendors will be suspended to reduce non-essential visitors to campus.

Campus Programs

Safe and fun entertainment will be provided both on and off campus. Events will adhere to all public health guidelines in place on the day of the event (guidelines may shift based on conditions during the semester). Those guidelines will include but not be limited to physical distancing, gathering size and face coverings, and will be specific related to face-to-face, hybrid and virtual engagement opportunities.

Carolina Welcome is focused on a "choose your own adventure" that will allow students to explore the many units, organizations and services on campus as well as student-friendly business off-campus. "Russell Underground" will open in the RH basement as an entertainment venue and social hang-out for use by the university community in August.

Student Organizations

Safety guidelines have been developed for all student organizations to limit the spread of COVID-19 on campus and in the surrounding Columbia community. The guidelines are expectations that need to be followed for student organization events, along with guidelines on what constitutes an event. The full guidelines are included as [addendum 3](#) of this report. Meetings with student organization leaders have been held throughout the summer to update them on fall planning and impact for their groups.

Student organizations are encouraged to conduct meetings and events in a virtual format whenever possible using campus resources (Microsoft Teams, Blackboard Collaborate or access to the premium Zoom business account through Student Government). Student organizations' requests for use of academic space will not be approved during the Fall 2020 semester.

Campus Recreation

Campus recreation will adjust its policies in light of COVID-19, including changes to the building hours, entrances and exits, fitness spaces and program offerings. All patrons will be required to complete a brief health screen, including temperature check, upon entry into the fitness facilities. The Strom Thurmond Wellness and Fitness Center will serve as the test site for campus recreation to refine all modifications/adaptations for reopening. Operating hours will be adjusted to meet the cleaning and sanitation guidelines. Blatt P.E. Center will be closed until early August, until modifications and constraints applied at STWFC can be assessed.

Programs

Fitness equipment layout has been modified to optimize physical distancing, expanding to portions of the STWFC main gym. Group X locations will be modified to ensure industry best practices for physical distance and cleaning can be achieved. A reservation system will be used to eliminate lines. The STWFC indoor pool will be used for lap swimming only (one person per lane) and will follow the state and USA Swimming guidelines. At this point, the

outdoor pool will not open until staffing requirements can be met. The Challenge Course will remain closed under further notice, although the Bouldering wall will reopen, by reservation only, later this summer.

Sport program activities, including both intramurals and sport clubs, will be limited for summer and fall to meet physical distancing and participation standards and guidelines.

FRATERNITY AND SORORITY LIFE

Changes will be made to mitigate the risk of COVID-19 during Greek Life activities in Fall 2020.

In the Greek Village, access will be limited to residents and members only. Seating in common areas will be reduced in Greek Village housing. No-touch building access will be incorporated as possible, and organization will work with vendors on regular cleaning and increased safety measures consistent with CDC recommendations. A hand-washing station will be located in the Greek Village during the fall semester.

Greek Village house corporations will follow state DHEC guidelines for restaurants. Highlighted adjustments include:

- Cut down on buffet options and develop a grab and go.
- Barriers/safety equipment for cooking/facility staff.
- Strictly enforce access to kitchen to staff only.
- PPE use.
- Extend meal hours to reduce large volume of occupancy.
- No self-serve areas (food, condiments or drinks).
- Provide hand sanitizer in public areas.
- Reduce indoor dining seating.
- Develop regular sanitization plan.
- Develop entry only and exit only points.
- Create 6-foot spacing floor markers in dining area.

If students living in the Greek Village require isolation because of exposure or contraction of COVID-19, they will be asked to leave and move home. If that is not possible, they will be isolated in their room or pre-identified room or wing in the building. Bates West on-campus apartments will be an

isolation building for on-campus students. The entire building could be quarantined, if necessary. Fraternity and Sorority Life staff are requesting a quarantine plan from all chapter houses.

Greek Village Testing, Programming and Move-in

- Test Property Manager staff upon return on July 16 (20)
- Work to test residents upon move in, beginning on Aug. 3 (~650)
- Work to test affiliate staff of each facility, beginning on Aug. 3 (~120)

Facility Programming – If chapters host programming for members in the facilities, they will be required to limit the size and implement physical distance measures according to campus standards.

Greek Village Move-In – Move-in will be conducted over one week with assigned move-in times. Occupancy rates for each building are set.

- Sorority move-in: Beginning Aug. 3 - 400 to 500 residents.
- Fraternity move-in: Beginning Aug. 17 - 245 residents.
- Both move-ins must be coordinated so that population density is kept within acceptable ranges.

Off Campus Events – Follow institutional guidelines for consistency with all student organizations regarding off campus events (including but not limited to social events, community service and philanthropy events). Educate Greek students about hosting and attending unsanctioned social events that are in direct conflict with guidelines that have been established for community behaviors and student organizations. Engage with local law enforcement on enforcement measures throughout neighborhoods and surrounding entertainment districts.

Community Programming — Virtual meetings will be encouraged when at all possible (including but not limited to chapter meetings and council leadership meetings). Reimagine office-sponsored programs and leadership development offerings. Make necessary adjustments to online/virtual platform, physical distancing and smaller group activities as possible. Remain consistent with campus standard. Recognize that some programs might not occur during the fall semester.

TRAVEL ADVISORIES AND POLICIES

As we continue to monitor the spread of COVID-19, the University is working to ensure the safety and well-being for all students, faculty, staff and our community at large. As we release this travel advisory update, it is important to note that we did not come to these decisions lightly and did so with the health and well-being of our entire community in mind, while also following federal and state guidelines.

This travel guidance applies to all work-related, university-funded and personal travel.

SUSPENSION OF NON-ESSENTIAL DOMESTIC AND INTERNATIONAL TRAVEL

All non-essential university travel is suspended until further notice. This suspension of travel includes travel that is reimbursed from university funds or grant funds.

Travel that is deemed essential will require the following review and approvals:

- Faculty and staff travel within the United States must be deemed essential per college/department criteria and reviewed and approved by the employee's chair/director and approved by dean/vice president.
- Faculty and staff travel outside of the United States, including the U.S. territories of Puerto Rico, Guam, American Samoa, U.S. Virgin Islands and Northern Mariana Islands must be deemed essential and requires approval by the employee's chair/director and approval by dean/vice president.
- The university encourages students, faculty and staff to find alternate means of conducting their work associated with non-essential travel.

RETURNING GUIDELINES

If you are traveling from or through a country that has a level 3 Travel Alert, you must inform the University immediately and contact your department head or supervisor for guidance. Upon your return, you must self-quarantine off campus for 14 days.

Additionally, if you have traveled outside the United States or in areas within the United States or areas within the



State of South Carolina where COVID-19 is widespread, the University requests that you self-monitor for symptoms and discuss with your department head your ability to work remotely and self-quarantine off campus for 14 days. A guide that outlines the steps for Self-Quarantine is incorporated as [Addendum 7](#) of this report. Please refer to the [CDC website](#) to learn what you should do if you become sick.

TRAVEL REIMBURSEMENTS

Unauthorized University-sponsored or affiliated travel subject to this advisory will not be reimbursed and may result in disciplinary action.

All domestic or international travel that has happened or is in process up through the date of this travel advisory will be reimbursed in accord with the University Travel Policy.

However, university travel deemed essential that has been approved but has not happened is eligible for reimbursement. Expenses related to the travel that have occurred (airline, registration) may be reimbursed in accord with the University Travel Policy.

TRAVEL CANCELLATIONS

Given the significant uncertainty of COVID-19, employees are encouraged to delay or postpone travel plans unless it is deemed essential per the above guidance. If you must make plans, please pay close attention to cancellation and refund policies and change fees.

University employees needing to cancel their travel plans due to conference cancellation or personal cancellation out of a health and safety concern should adhere to the guidance below:

- The university will reimburse for reasonable flight cancellation or change fees or any other nonrefundable travel expense (e.g. registration, lodging, rental cars) you already incurred due to the COVID-19 virus. You are encouraged to ask for a “change fee waiver” which some airlines are granting under the current circumstances.
- All documentation from the airlines regarding the cancellation must be attached to the travel expense report for the reimbursement to be processed. This should include scanned or emailed receipts, change fees, plane tickets, etc. directly related to the expense and should indicate clearly that it was canceled or is nonrefundable.
- Submit requests to your supervisor for approval as you would any other reimbursement and submit a travel expense report as normal.
- While an airline ticket or other expense may be considered non-refundable, in many instances you are given a “credit” that can be used towards future travel within a certain time period for these types of expenses. These details should be noted in your documentation and you are expected to apply that “credit” towards future university business travel. These credits should be reported to the Controller’s Office Travel Department.

PERSONAL TRAVEL

For the foreseeable future and until further notice, we strongly encourage employees to avoid personal international or domestic travel. Your choices could have serious adverse impacts on your family, other employees, students and the community. Please review your personal and family emergency plans so that you will be prepared as the COVID-19 virus spreads further throughout the United States, our state or community.

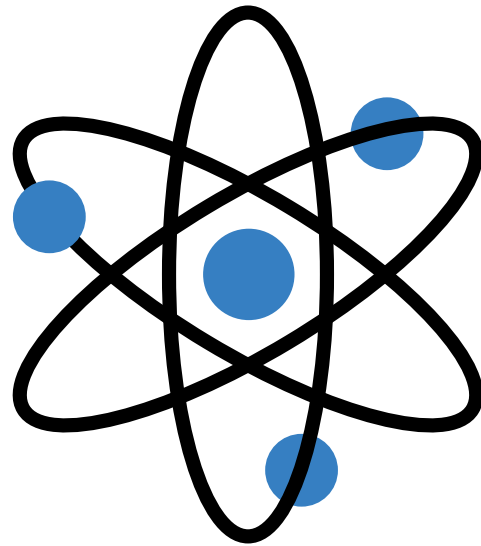
UNIVERSITY RESEARCH

Activities taking place in laboratory spaces and associated research facilities, such as shared research office space, workshops, and studios, referred to here as “laboratories,” must follow all university guidance related to COVID-19 as well as those specific to research-related spaces.

Upon complying with the university’s Return to Work (RTW) guidance, approval by the Future Planning Group’s Summer Operations and Campus Return team and implementing these guidelines, laboratories may resume research activities by bringing back personnel whose duties cannot be completed remotely and where hygienic physical distancing practices can be maintained.

GENERAL GUIDANCE AND RECOMMENDATIONS FOR ENSURING A SAFE RESEARCH WORK ENVIRONMENT:

- Encourage remote work when laboratory-based resources are not required (e.g., working on grant writing, data analysis, publications, literature reviews, etc.).
 - Make accommodations for personnel who are members of a vulnerable population or have close family who are members of a vulnerable population at a higher risk of severe illness with COVID-19.
 - Develop and implement laboratory-level plans that focus on creating safe workspaces and safe practices. All laboratories, including those active during reduced activities, must obtain administrative approvals (department chair and/or dean) of plans that implement physical distancing, staggered work schedules and proper protection and hygienic practices in laboratory and workspaces.
 - Laboratory-level plans must include mitigation strategies, such as:
 - Creating a laboratory map to approximate scale (plan view) to include the entryway and detailing items such as laboratory furnishings, equipment and other obstructions to determine maximum room occupancy based on a minimum distance of six feet between personnel at any time. Due to the physical layout of many laboratories (e.g. narrow spaces) 6 feet many not always be achievable. In these cases, cloth facial coverings should be worn. General guidance: occupancy should not substantially exceed one person for each 250 square feet of laboratory and workspace.
 - Having your department/building/facility representative confirm your space assessment and the number of personnel you are proposing to allow in the space at a single time.
- For shared laboratory workspaces, work with the other faculty and facility representatives to establish definitive guidelines for the space.
 - If your lab has five or more people who will be conducting research, create a lab calendar to track who will work at what time.
 - Share your lab calendar with the appropriate unit representatives.
 - Post occupancy limits on the door, visible to those outside.
 - Post calendar on the door, visible to those outside.
 - Consider creating physical reminders to practice distancing such as using tape on the floor to mark out 6-foot spaces
- Take steps to ensure that laboratory space is conducive to working safely.
 - Ensure all laboratory spaces are clutter-free including, but not limited to, bench tops, aisles, tissue culture rooms, equipment rooms, etc.
 - Ensure laboratory spaces are cleaned and disinfected according to [established protocols](#) for the SARS CoV-2 virus in addition standard disinfection protocols, which already are required.
 - Disinfect commonly touched laboratory surfaces such as refrigerators, freezers, incubators, centrifuges, equipment controls, keyboards, etc., and workspaces after use.
 - Obtain and maintain adequate supplies (e.g., disinfectant, disposable wipes) to support cleaning and disinfecting before restarting research activities. These supplies are available from [UofSC Purchasing](#).



- Create protocols for disinfecting shared equipment and instruments before and after each use. When possible, avoid sharing commonly used items (e.g., pens, notebooks, pipettors, frequently used reagent bottles, etc.).
 - Promote the use of recommended infection control measures required by the CDC (cloth facial coverings, frequent hand washing with soap and water, hand sanitizer when hand washing is not available, etc.). The UofSC Division of Communications and Public Affairs has prepared [printable signs](#) to assist with this.
 - Identify common use areas (e.g., break rooms and lobbies) where people are likely to congregate and interact. These areas should be closely monitored, and if physical distancing cannot be maintained, they should be closed.
- Regularly check the comfort level of your employees, graduate students and other personnel with current work environments and address any concerns they raise or forward to the appropriate administrative unit for response.
 - Create a contingency plan in the event of a possible or confirmed case of COVID-19 among laboratory personnel.

RESUMING IN-PERSON HUMAN SUBJECTS RESEARCH WITH IRB APPROVAL

Having visitors on campus is highly discouraged during the summer months (June – August), and only should occur in limited numbers in controlled circumstances. Institutional Review Board approval must be obtained before bringing visitors to campus.

Plans to resume or initiate in-person human research activities on previously approved projects must be submitted as an amendment for IRB review and approval before such activities may begin. Prior to seeking approval to initiate or resume in-person activities, efforts should be made to modify existing procedures to incorporate remote interactions to the greatest extent feasible.

Such modifications include, but are not limited to:

- Use questionnaires, interviews or surveys delivered online, by telephone or Zoom rather than in-person.
 - Email or mail screening and consent documents and other study material to participants.
 - Consider requesting a waiver of documentation of signed consent (i.e. consent is obtained orally or by means other than a formal signed document).
- Consider changes to methods of payment to subjects.

Before bringing study subjects to campus, the Principal Investigator must submit an IRB Amendment application that includes a plan that addresses how safety measures will be implemented. At minimum, the plan should include:

- A screening process to determine the [COVID-19 risk status](#) of volunteers and staff (e.g. questionnaire regarding health status, recent travels, body temperature, etc.).
- Procedures for:
 - Maintaining physical distancing requirements.
 - Use of PPE, including what is required and how it will be obtained.
 - Proper cleaning of materials, equipment and commonly touched areas where the activities will take place.
 - Plan for scheduling visits to avoid overlap in appointments.
 - If included in the subject population, plans for handling visits by participants in high-risk categories (older adults and anyone with serious underlying medical conditions). Refer to CDC guidance for a full list.

For IRB-approved off-campus research that only can be conducted in-person, the revised research plan should follow the requirements of the location in which the research will be conducted, but must not be less than those recommended above. Off-campus research also may be subject to additional UofSC restrictions and/or requirements (travel, for example).

Any changes to current research projects that are made without prior IRB approval must be reported to the IRB as a Protocol Deviation using the Reportable Event mechanism in eIRB.

Contact the IRB at the Office of Research Compliance if you have questions about resuming human subjects research or require assistance: lisaj@mailbox.sc.edu or NEWTONLA@mailbox.sc.edu.

CAMPUS VISITORS AND GUESTS

As indicated throughout this plan, the University will establish a Campus Safety Level based on conditions on campus in our greater community. That safety level will then influence the type/size/location/structure of events for guests on campus in real time. Event and meeting planners should be prepared to adapt or even postpone their event on short notice should the safety of our guests and campus community warrant. What follows is a general outline of the process for planning and vetting specific events to ensure maximum safety for all involved. These processes are subject to change based on conditions.

The University's Systems Operations and Campus Return (SOCR) Committee's Systems Operations Subcommittee will receive and review all applications for campus events. That Subcommittee will include representatives from academics, student affairs, event planning, campus safety, public health and other key campus representatives.

REVIEW PROCESS

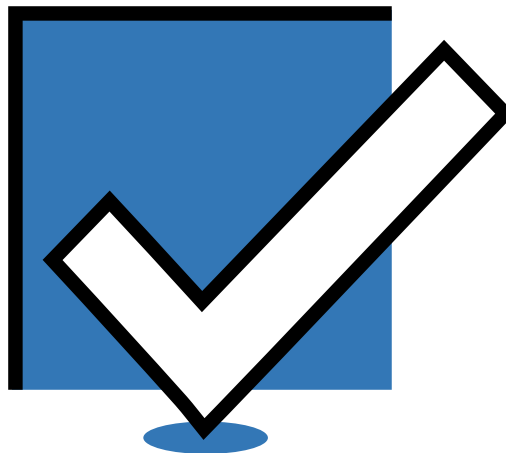
The review process for requests for campus visitors will consider data provided in the Event Proposal Form (EPF), as well as the current campus COVID-19 Safety Condition level. Approval may be conditional on restricting the number of participants, limiting the activity to campus participants or to maintaining or improving the campus alert level.

College/Division Approval

The dean/vice president can approve activities with fewer than 10 participants that can follow the unit's existing risk mitigation protocols. In general, bringing research participants to campus should be considered at this level.

Systems/Operations Committee Approval

The committee will triage review of proposals. Simpler activities can be approved by one committee member, but larger, more complex activities will be reviewed by the full committee. The result of this review can be declination, request for additional information, conditional approval, approval for single or recurring event as requested, approval for single event with authorization for unit approval of similar future events, or escalation to the Office of the President for final approval.



To balance the University's four guiding principles mentioned earlier in this plan, along with the need to bring members of our community onto the Columbia campus to satisfy many aspects of our mission, the Systems Operations Subcommittee will review requests for events and activities that normally involve campus visitors.

For purposes of this guidance, vendors and contractors are not considered campus visitors. The scope of this guidance excludes activities of the Athletics Department and Board of Trustees events.

EVENT PROPOSAL FORM

The Event Proposal Form (EPF) will include the following:

- Title of event or activity
- Sponsoring academic or administrative unit and specific point of contact
- Brief description of activity, including date(s), time and duration and whether the event is recurring (to include frequency).
- Justification of the event as mission-critical to the division/unit and to the University.
- Is the event revenue generating for the sponsoring unit?
- Anticipated number of participants and proposed use of RSVP or other advance communications to prepare visitors/guests for campus conditions and public health expectations.

CAMPUS VISITORS AND GUESTS

- Description of participants
 - Role of participants (e.g., audience, receive service or lesson)
 - Characteristics of participants (e.g., children under 10 with parents; older adults)
- Describe level of participation of students, faculty, and staff from the sponsoring unit
- Specific venue (even if off campus)
- Plan for adhering to public health and safety guidance (pre-screening, arrival screening, face coverings, physical distancing, provision of hand washing/hand sanitizer, pedestrian traffic flow to limit contact, etc.)
- Interaction of visitors/guests with campus community as a whole
- Food service delivery/service, if applicable
- Is the event likely to generate publicity, media awareness, or similar visibility?

SPECIAL EVENT GUIDELINES

The health and safety of the university's faculty, staff, students and guests remains the top priority as special events resume on campus.

Mass gatherings can be super-spreader events and can lead to the virus spreading rapidly. There will be a risk at any event, so event organizers will be mindful of the risk and consider all factors before planning an event.

IMPORTANT FACTORS TO CONSIDER

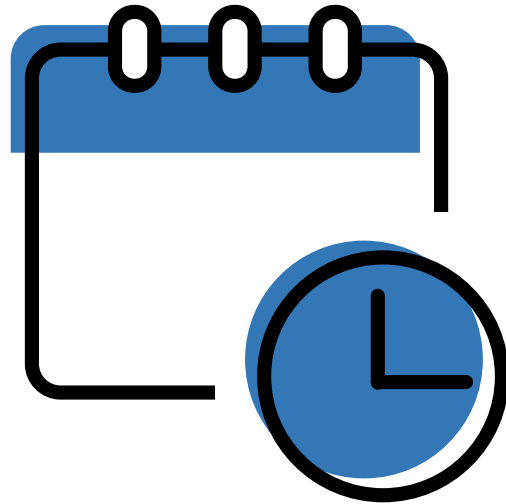
- Venue — location, size, type, crowd density, indoor/outdoor, air flow
- Attendees — age, health status, travel to the event
- Event activities — level of interaction among participants
- Duration — length of the event
- Reasoning — purpose and necessity of the event
- Accommodations for individuals with registered disabilities – how to identify and accommodate participants

If there is substantial risk, planners should conduct the event virtually or in a hybrid of in-person and virtual means.

For live, in-person events, it is important to have clear, concise and consistent guidelines across campus. The following measures should take place in accordance with campus, local, state and federal guidelines:

Communication with Employees, Vendors and Guests

- Communicate in advance of event about event modifications to manage expectations:
 - face coverings
 - advance or in-person health screenings
 - maximum event capacity/RSVP deadlines
 - event ticketing
 - physical distancing guidelines
 - staggered arrival/departure times
 - ingress/egress plans
- Employee/vendor pre-shift meetings should be conducted virtually or outdoors to review event specific details (special needs of guests, event program, etc.)
 - Establish plan to notify guests of possible exposure post-event



Employee and Vendor Health Screening and Training

- Follow the University's Return to Work (RTW) daily screening protocol
- Face coverings required for all employees during events; gloves when appropriate and changed frequently per industry standards
- Modified event checklists with extensive cleaning and sanitation protocols and guidelines for modifications to event space and event practices
- Establish plan to alert campus health officials and others if guests or staff get sick to contain and trace as necessary

Modifications to Event Space and Event Practices

- Revised occupancy limits and floor plans to ensure compliance with established physical distancing guidelines.
- Removal of high touch, shared items from venue, such as magazines, pens, bowls of mints, etc.
- Touchless event registration is recommended.
- Limit personal belongings brought to event; items remain with guest
- Use only paper/disposable printed materials at events. This includes nametags, table cards, place cards, menu cards and food identifiers.

- Event signage to promote safe guidelines as needed; utilize university links to [printable signs](#)
- Monitor event entrances/exits, restrooms, elevators and shared spaces to control safe capacity.
- If possible, adjust air handlers, prop doors open and use outdoor space.
- Increased availability of hand sanitizers.
- Reduce practices — such as group photographs — that reduce physical distancing.
- Use of face coverings in concert with physical distancing and other risk mitigation guidelines

Food Service Modifications

- The same general/basic food safety guidelines are applicable, with extra safety and sanitation precautions now in effect.
- No buffet or self-serve catering will be allowed; offer served or packaged items. Ensure alternative meal selections for individuals with allergies.
- Use of sneeze guards and other protective measures are encouraged when appropriate.
- No shared utensils or service vessels; flatware should be rolled up in napkins or individual cutlery packets provided.
- Coffee, beverages and other break items should be attended to by a server unless individual bottled beverages and snacks are provided for guests.
- Cocktail napkins should be given to the guest with their beverage by a gloved server.
- At served meals, guests should not pass bread baskets, cream/sugar, salt/pepper. Bread will be served and condiments served should be disposable, individual packets or sanitized individual containers.
- All linens, clean or soiled, should be wrapped or placed in single use plastic for transport.

Enhanced Cleaning Protocols

- A sanitation plan will be created for each venue prior to an event and should be supervised and documented throughout the event.
- UofSC Facilities can assist with [procurement of supplies](#) as needed.

- Hand sanitizer dispensers (touchless whenever possible) should be placed at the main entrance and throughout the venue. Handwashing stations should be used if outdoors and appropriate.
- It is highly advised to have trained custodial/facilities staff present to properly clean, although all event staff should be trained to clean and sanitize correctly.
- Specific sanitation consideration should be paid to the following items in the public areas prior to, during and following events:
 - High-touch areas
 - Desks, counter tops, tables and chairs
 - Phones, AV, electronic equipment and remotes
 - Thermostats
 - Cabinetry, pulls and hardware
 - Doors and doorknobs
 - Elevator fixtures and handrails
 - Restroom vanities/accessories, fixtures and hardware
 - Windows, mirrors and frames
 - Lights and lighting controls
 - Closets, hangers and other amenities

Links to Guidelines/Resources

- [CDC Reopening Guidance](#) for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes
- [accelerateSC Guidelines](#) for Re-opening: Mass Gatherings or Large Community Events (06/01/2020 – Version 1)
- [South Carolina Restaurant & Lodging Association](#): Opening Hotels and Event Venues
- [South Carolina Restaurant & Lodging Association \(SCRLA\)](#): Temporary Outdoor Seating Guidelines
- [DHEC Mass Gatherings on Novel Coronavirus](#)
- [DHEC Food Safety & Covid Guidelines](#)
- [A guide for safe meeting space design](#)

COMMUNICATIONS

Clear and consistent communications with key stakeholders is an essential component to a safe return to campus. Through the ongoing work of the Future Planning Group, the Summer Operations and Campus Return committee, and in consultation with communicators across campus, we are continuing to employ a communications strategy based upon transparency, clarity and central themes that reinforce the university's commitment to safety and educational excellence.

ONGOING COMMUNICATIONS EFFORTS

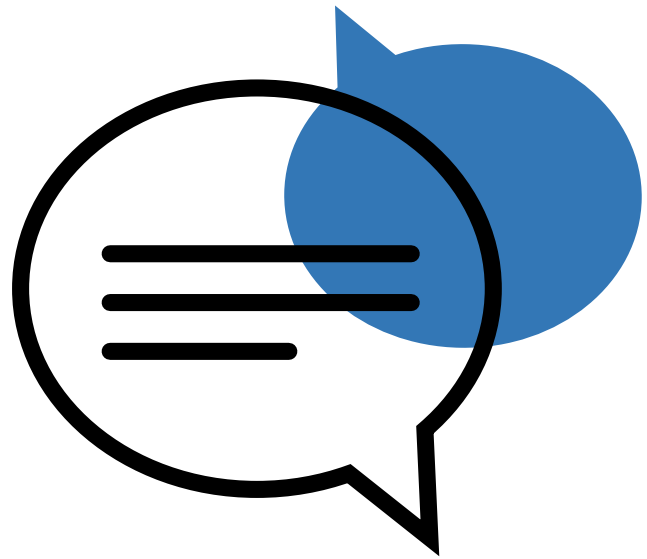
- maximizing our web presence to ensure information is consistently updated and relevant to internal and external audiences;
- evaluating communications best practices from across the higher education landscape;
- creating formalized modes of two-way information sharing with internal stakeholders;
- advising on the optimal dissemination of newly adopted policies and procedures through appropriate university communications channels;
- educating stakeholders on a wide variety of policies and best practices related to our COVID-19 response (academics, facilities, human resources, finance, public health, disability services, etc.)

MESSAGE DELIVERY AND FREQUENCY

It has been said that overcommunicating in the era of COVID-19 is an impossibility. Members of our community are eager for updates, and we must have heard from many that they appreciate frequent information on potential policy changes—even when no official decisions have yet been made. UofSC relies on a variety of communication vehicles to share COVID-19 information with stakeholders, including the following:

Website

Primarily through the main COVID-19 page, but also the FPG page and unit pages when appropriate. The main site is designed to allow various audiences to locate the information relevant to them quickly. It is updated daily and features a Formstack tool for asking questioning.



Social Media

Top-level and unit channels, including Twitter, Facebook and Instagram. Information about our response is shared daily from various accounts, and at least five times a week on top level accounts.

Mass Email

Both through the UofSC Today email and targeted emails to various groups through Lyris. Emails work to ensure wide visibility and are ideal for explaining more complex policy information. Mass emails are sent approximately once a week, and COVID-information is included in UofSC Today approximately twice a week during summer months.

Town Halls

Through Microsoft Teams, the university hosts periodic audience-specific Town Halls to address questions and update viewers. These typically include the president and other guests from the administration. Audiences include students, parents, employees (faculty/staff), researchers. Cadence is approximately two to three executive level Town Halls per month.

Branded Videos

Both short vignettes designed to bolster confidence in our return and longer educational videos. TBD

Communications Groups

UofSC has established several formal communications groups through which policy information is shared (FPG 6, SOCR team, Communicators Network and Communicators

Council, Deans Advisory Council, etc.) A flexible messaging matrix tool will be distributed to campus communicators to help ensure consistency. FPG 6 meets on a weekly basis and information is shared with Communicators Council whenever a mass message is delivered.

Signage and Giveaways

Central communications has created an adaptable safety signage platform that will be utilized by facilities and is available for download by individual units. Branded giveaways will be available to students and community partners as part of the #IPledgeColumbia campaign. Dissemination is ongoing.

REINFORCING PUBLIC HEALTH BEST PRACTICES

In order to execute a safe return to campus, it is incumbent upon our students and employees to follow the new guidelines developed by our public health experts. This will require significant changes in long-established behavior, both on and off campus. Communications plays a vital role in educating publics on the new standards for safe behavior and reinforcing the necessity of individual and collective adoption.

Ongoing communications plans to achieve compliance include:

Instructional videos

A series featuring what changes students and employees can expect when they return to campus. These videos, running approximately 2-3 minutes each, will reinforce core messaging themes and help establish realistic expectations for campus life in the fall. Launch date is mid-July.

Strategic Support of the #IPledgeColumbia Campaign

The campaign, sponsored by Student Government, aims to encourage socially responsible student behavior through education and by reinforcing the importance of making good personal choices (wearing face coverings, practicing physical distancing, avoiding large gatherings where public health best practices are being ignored, etc.). The campaign, scheduled to launch in late June, will feature student influences and others encouraging students to proactively pledge to exhibit good behavior on and off campus.

Master Calendar

In coordination with Executive Communications, Student Affairs and other units, we will maintain a calendar of significant internal and external events which present opportunities for COVID-19 related messages.

ATHLETICS AND ATHLETICS RELATED ACTIVITIES

The University of South Carolina Athletics Department is committed to following the requirements as outlined in UofSC Campus Reopen and Risk Mitigation Plan. The protocols include recommendations based on the current available scientific evidence and advice from the Centers for Disease Control (CDC) and the South Carolina Department of Health and Environmental Control (DHEC). This protocol will be updated as new information and recommendations are made public.

RESUMPTION OF ATHLETIC ACTIVITIES

The UofSC Athletics Department has developed comprehensive plans and protocols to return to athletics activities that adheres to NCAA and conference regulations, CDC, DHEC, and NSCA (National Strength and Conditioning Association) guidelines. The protocols linked below are in addition to the UofSC Reopen and Risk Mitigation Plan and may be more stringent than the university plan due to the frequency of contact and the inability to physical distance during athletic activities. The following protocols specific to resuming athletics activities include but are not limited to the following components:

- Pre-arrival messaging such as educational videos, online meetings, and posters on how to mitigate the risk of COVID-19 and what to expect upon returning to campus
- Return to Campus Testing Protocol
- Daily System Checklist
- Sick Athlete Coronavirus Testing Protocol
- Coronavirus Isolation Protocol
- Management of Close Contacts
- Return to Play After COVID-19 Protocol
- Return to Campus After Time Off Protocol

SPECTATOR EVENTS AND VENUES

UofSC-sponsored athletic events will be conducted in compliance with this plan and all state and local governance recommendations as well as the CDC, SC DHEC, NCAA, and



conference guidelines as well as compliance with applicable laws, such as the ADA.

Due to the uncertainty surrounding the Covid-19 virus and future related restrictions, recommendations and guidance, multiple plans will be developed for admission of event spectators for various capacity levels at each of our athletically related venues. These plans will differ due to capacity limitations, indoor/outdoor facility, and other variables.

- Williams Brice Stadium
- Colonial Life Arena
- Eugene E. Stone III Stadium
- Founders Park
- Carolina Softball Stadium
- Blatt PE Center
- Sheila and Morris Cregger Track
- Carolina Volleyball Center
- Carolina Indoor Track & Field Complex
- Wheeler Beach
- Carolina Tennis Center

These protocols will be updated periodically based on updated guidance from each of the regulatory bodies.

RESOURCES

Centers for Disease Control

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Department of Health and Environmental Control (DHEC)

<https://www.scdhec.gov/>

White House Guidelines—Opening Up America Again

<https://www.whitehouse.gov/openingamerica/>

World Health Organization

https://www.who.int/health-topics/coronavirus#tab=tab_1

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

<https://www.epi-win.com/>

IDSA Policy and Public Health Recommendations for Easing COVID-19 Distancing Restrictions

https://www.idsociety.org/contentassets/9ba35522e0964d51a47ae3b22e59fb47/idsa-recommendations-for-reducing-covid-19-distancing_16apr2020_final-.pdf

American College Health Association

<https://www.acha.org/COVID-19>

National Intramural-Recreational Sports Association (NIRSA)

<https://nirsa.net/nirsa/covid19/>

Association of College and University Housing Officers-International (ACUHO-I)

<https://www.acuho-i.org/covid19>

Higher Education Mental Health Alliance (HEMHA) College Counseling from a Distance: Deciding Whether and When to Engage in Telemental Health Services

http://hemha.org/wp-content/uploads/2018/04/HEMHA-Distance-Counseling_FINAL.pdf

OSHA: Guidance on Preparing Workplaxces for COVID-19

<https://www.osha.gov/Publications/OSHA3990.pdf>

<https://www.osha.gov/laws-regs>

National Institute for Occupational Safety and Health

<https://www.cdc.gov/niosh>

DEFINITIONS

APPA Leadership in Educational Facilities seeks to create positive impact in educational facilities on three important levels: transforms individual facilities professionals into higher performing managers and leaders, helps transform member institutions into more inviting and supportive learning environments, elevates the recognition and value of educational facilities and their direct impact on the recruitment and retention of students, faculty and staff.

Basic Reproduction Number (R0) — “R-naught” is a calculated metric that describes the number of new cases directly generated by one original case. The R0 is a fluid number that is influenced by a variety of clinical, pathogen and societal factors. This metric can indicate the infectiousness of a pathogen and can indicate where a society is in the outbreak (for example, at the beginning of an outbreak when $R0 > 1$ or at the end of an outbreak when the $R0 < 1$).

Community transmission — Community transmission, or community spread, is when public health professionals cannot specify an origin for an infection, such as tracing it to specific travel or contact with a specific individual. While some cases of COVID-19 can be pinpointed to certain trips, associations between people or other events, instances of “community spread” are less specific and harder to trace.

Contact tracing — This is a detailed interview that public health authorities use to track a virus’ spread from a known infected case to other potentially exposed contacts. This interview identifies exposed persons that should be quarantined and monitored for disease development.

Coronavirus — This common term used for the current virus actually describes a family of viruses that can affect humans and animals. That family of viruses is responsible for the common cold, as well as more severe diseases such as SARS (severe acute respiratory syndrome) and MERS (Middle East respiratory syndrome). More specifically, this virus has been named SARS-CoV-2 (COVID-19).

COVID-19 — A mild to severe respiratory disease that is caused by SARS-CoV-2 virus and can clinically manifest as fever, cough, shortness of breath, a new loss of taste or smell, and/or a variety of other symptoms. This disease may progress to pneumonia, respiratory failure, pulmonary edema, stroke, thrombotic events, multi-organ damage and/or death.

Centers for Disease Control and Prevention — The federal center, known as the CDC, is part of U.S. Department of Health and Human Services and is funded by the federal government.

Disinfection — The process of cleaning something, especially with a chemical, in order to destroy infectious disease pathogens.

Environmental Protection Agency (EPA) — The federal agency whose mission is to protect human health and the environment and monitor national efforts to reduce environmental risks based on the best available scientific information.

Face coverings — A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk or linen. A cloth face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts or towels. Cloth face coverings are not intended for use by healthcare workers, first responders and others whose work requires close contact with people who are ill. Face coverings are designed to limit the spread of virus among those who are not aware they are infected and might be transmitting the virus.

Flattening the curve — A public health expression that refers to slowing transmission in a community to allow for a steady, continual rate of infection. This expression refers to allowing new incident disease cases to not overwhelm the healthcare capacity in a local area.

Incubation period — An incubation period is the time between when a person first gets infected with a pathogen and when they begin to develop symptoms. In general, it takes days for viruses to reproduce in the human body to a level where disease can begin to occur. Most estimations suggest that SARS-CoV-2 has an incubation period of 5 days (with a range of 2-21 dayss), according to the World Health Organization.

Infection prevention and control — A discipline that focuses on preventing the spread of infectious pathogens in a health care system. Recently, this epidemiology-focused practice has begun to be used more often in the community and in other public health arenas.

Isolation — This refers to confining a confirmed COVID-19 case to prevent the individual’s contact with others and to reduce the risk of transmission. Isolation ends when the individual meets pre-established clinical and/or testing criteria for release, which typically means that sufficient time has passed since the resolution of their symptoms. Isolation may be enforced through a public health order.

Mitigation — The action of reducing the severity, seriousness or painfulness of something.

Nasopharyngeal swab — A long swab that can look like an extra-long Q-Tip or a plastic wand with a collection surface on the end. It is inserted into the back of the nasal cavity where the health care professional collects a sample by swabbing to test for SARS-CoV-2 virus.

Novel coronavirus — This is a strain that hasn't been detected in humans before. The virus responsible for the current pandemic is often called the novel coronavirus.

Occupational Safety and Health Administration

(OSHA) — OSHA is a federal agency responsible under a plan approved under section 18 of the act for the enforcement of occupational safety and health standards in that state.

Outbreak — An outbreak is a higher-than-normal rate of occurrence of a disease. The terms epidemic and pandemic are often used to describe the magnitude or nature of an outbreak or series of outbreaks.

Pandemic — A pandemic is an epidemic that has spread worldwide. The coronavirus was labeled a pandemic by the World Health Organization on March 11, 2020. Pandemic is a specific epidemiologic term that refers to a larger than expected number of infections that are actively being transmitted on every habitable continent.

Patient-Centered Medical Home (PCMH) — A PCMH is a care delivery model whereby patient treatment is coordinated through their primary care physician to ensure they receive the necessary care when and where they need it, in a manner they can understand.

Person-to-person spread — This means the virus has been transmitted due to close contact between people, whether the interaction involves actual physical contact or just a cough or sneeze in close quarters. This is different than when a disease is spread via contaminated surfaces or via animals. This current coronavirus strain is believed to be spread mainly through person-to-person contact.

Personal protective equipment (PPE) — PPE items are worn to prevent the spread of infectious diseases in a hospital setting as patients with confirmed or possible infection undergo evaluation. PPE items include disposable gowns, gloves, face shields, face masks, and/or N95 respirators.

Physical distancing — The public health guidance to limit close contact with others. Also known as social distancing, this practice includes staying away from large public gatherings, avoiding public transportation including buses, taxis and rideshares like Uber and Lyft, and keeping a distance of about 6 feet from other people.

Public Health Order — This is an enforceable order that requires cooperation with the efforts of federal and state or local health authorities to include isolation, quarantine and contact with other exposed people to prevent the possible spread of the quarantinable communicable disease. This includes providing information regarding people you had contact with, places you visited or traveled to, and your medical history and is authorized by section 361 of the Public Health Service Act (42 U.S.C. § 264) and 42 CFR §§ 70.6, 71.32(a) and 71.33. Order can be mandated by the U.S Department of Health and Human Services (DHHS), the Centers for Disease Control (CDC) and the S.C. Department of Health and Environmental Control (DHEC).

Presumptive positive — The lagtime between an initial positive test and a confirmed diagnostic test. During the initial COVID-19 pandemic, the accuracy of diagnostic tests were not known and the CDC was serving as a confirmation testing resource. This practice has largely been stopped due to the recent development of accurate tests available nationally on a large-scale.

Quarantine — The CDC defines quarantine as separating and restricting “the movement of people who were exposed to a contagious disease to see if they become sick.” Quarantines are for people or groups who have not yet been diagnosed with an infection, but have known exposures to a confirmed case. A quarantine is a time period in which public health and/or healthcare officials will monitor a person to see if they develop symptoms. A person will be asked to stay in quarantine until they have exceeded the incubation period without any development of clinical disease. If a person does develop disease or test positive, they will be transitioned to “isolation” to continue monitoring their clinical disease and limit their contact with others. Quarantines may be enforced through a public health order.

SARS-CoV-2 — A novel virus that causes the disease known as COVID-19. This virus is a Betacoronavirus first identified in Wuhan, China in December 2019. This virus is responsible for a global pandemic occurring in the year 2020.

Self-isolation — A technique of isolating a known infected person from other people in the privacy of one's home. If an infected person is not critically ill requiring hospitalization, clinicians might recommend that a person self-isolate and self-monitor their disease progression at their home. Self-isolation is normally recommended when it is not clinically indicated or logistically possible to isolate all known infections.

Social distancing — The public health guidance to limit close contact with others. Also known as physical distancing, this practice includes staying away from large public gatherings, avoiding public transportation including buses, taxis and rideshares like Uber and Lyft, and keeping a distance of about 6 feet from other people.

Surge capacity — The ability to obtain adequate staff, supplies and equipment, structures and systems to provide sufficient care to meet immediate needs of an influx of patients following a large-scale incident or disaster.

Symptomatic — When an infected person develops clinical symptoms of a particular illness or a disease. For COVID-19, this includes: fever, cough, shortness of breath, new loss of sense of smell and taste, muscle pain and other symptoms.

Telemedicine — This is the remote diagnosis and treatment of patients by means of telecommunications technology. Telemedicine has been increasingly used by outpatient clinics to limit the SARS-CoV-2 transmission potential between patients, providers and clinic support staff.

World Health Organization — Best known by its initials — W.H.O. — this is a specialized health agency of the United Nations and is based in Geneva, Switzerland. It sets internationally accepted guidelines for treating diseases and coordinates responses to disease outbreaks globally.

ADDENDUM 1

University of South Carolina cleaning crews have been trained and are providing enhanced cleaning, sanitizing and disinfecting surfaces of all workplaces, offices and classrooms. Along with their daily cleaning requirements, custodial services will increase the frequency of necessary cleanings, such as high-touch surfaces in common areas. All spaces are to be at APPA Level 2 standard as a base.

ASSOCIATION OF PHYSICAL PLANT ADMINISTRATOR'S (APPA) APPA 2 LEVEL OF CLEAN

Level 2 – Ordinary Tidiness

Level 2 is the base upon which cleaning should be maintained. Lower levels for washrooms, changing/locker rooms, and similar type facilities are not acceptable.

Tasks

- Floors and base moldings shine and/or are bright and clean. There is no buildup in corners or along walls, but there can be up to two days' worth of dust, dirt, stains, or streaks.
- All vertical and horizontal surfaces are clean, but marks, dust, smudges, and fingerprints are noticeable upon close observation.
- Lights all work and fixtures are clean.
- Washrooms and shower fixtures and tile gleam and are odor-free. Supplies are adequate.
- Trash containers and pencil sharpeners hold only daily waste and are clean and odor free.

CLEANING FREQUENCIES

Note: Frequencies may need to be reduced for low traffic areas and increased for high traffic areas or for areas that are occupied/utilized on weekends. The following frequencies are minimal guidelines. You should reference the specific building cleaning schedules.

| Entrances, Lobbies, Reception, Foyer - APPA Level 2 | Frequency |
|---|---|
| Doors, Doorknobs, Push Doors, and ID card readers (High-touch areas) damp wiped clean. | 4 times per day |
| Tiled and linoleum floors will be dust mopped and damp mopped/washed. | 3 days per week |
| Doormats will be lifted and vacuumed both sides. | 5 days per week |
| Carpeted areas will be vacuumed, and spot cleaned. | 3 days per week |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Door glass and panel glass will be cleaned both sides. Only to the top of the door frame. | 5 days per week |
| Door glass will be kept free (clean) of stains, marks, etc. | 5 days per week |
| Entrance doorframes, side glass panels and top glass panels will be cleaned. | 5 days per week |
| Drinking fountain faucets and buttons will be damp wiped clean. | 4 times per day |
| Finger and other marks will be removed from wall up to 6 ft. | 5 days per week |
| Horizontal surfaces and railings will be dusted, and damp wiped clean. | 5 days per week |
| Stainless steel kick plates will be cleaned. | 5 days per week |
| Exterior garbage containers (within 16ft.) will be emptied and damp wiped. | 5 days per week |
| Computers, Keyboards, Mouse, Printer, Staplers, Tape Dispensers, and other high touch surfaces in offices (completed by occupant) will be damp wiped clean. | Between each occupant of reception area |
| Desktops, Tabletops, Light Switches, (completed by occupant) will be damp wiped clean. | 2 times per day |
| Furniture (non-porous surfaces) damp wiped clean. | 4 times per day |

| Stairs and Landings – APPA Level 2 | Frequency |
|--|------------------|
| Stairs and landings will be swept, and damp mopped/washed. | 3 days per week |
| Doors, Doorknobs, Push Doors damp wiped cleaned and will be kept free of finger marks. | 4 times per day |
| Handrails will be dusted, and damp wiped. | 2 times per day |
| Walls will be spot cleaned up to 6ft high. | 5 days per week |
| Stainless steel kick plates will be cleaned. | 5 days per week |

| Elevators – APPA Level 2 | Frequency |
|---|------------------|
| Floors to be dust mopped and damp mopped/washed. | 5 days per week |
| Doors and walls will be kept free of marks. | 5 days per week |
| Buttons, panels, and other high-touch areas damp wiped clean. | 4 times per day |
| Ceiling panels will be cleaned. | 1 day per month |
| Stainless steel panels will be polished. | 5 days per week |
| Elevator exterior Doors on each floor will be kept free of marks. | 5 days per week |

| Corridors, Hallways - APPA Level 2 | Frequency |
|--|------------------|
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Carpeted floors to be vacuumed and spot cleaned. | 3 days per week |
| Horizontal surfaces and railings will be dusted, and damp wiped clean. | 5 days per week |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Drinking fountains faucets and buttons damp wiped clean. | 4 times per day |
| Walls will be spot cleaned up to 6ft high. | 5 days per week |
| Vending machine buttons/panels dusted, and damp wiped clean | 4 times per day |
| Door glass and partition glass will be completely cleaned both sides. | 5 days per week |

| Office Areas - APPA Level 2 | Frequency |
|--|------------------|
| Doors, Doorknobs, and Push Doors (High-touch areas) | 4 times per day |
| Carpets will be vacuumed, and spot cleaned | 3 days per week |
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Horizontal ledges will be dusted. | 5 days per week |
| Trash receptacles and recycling bins will be emptied and cleaned. | 5 days per week |
| Finger marks will be removed from walls and partitions will be spot cleaned up to 6ft high. | 3 days per week |
| Horizontal and vertical blinds spray cleaned in Summer and Winter | 2 times per year |
| Horizontal and vertical blinds dusted | 4 times per year |
| Computers, Keyboards, Mouse, Printer, telephones, and other high touch surfaces in offices (completed by occupant) | 2 times per day |
| Desktops, Tabletops, Arm Rests, Light Switches, Staplers, Tape Dispensers, and other desk supplies (completed by occupant) | 2 times per day |

| Meeting Rooms, Conference Rooms, Multi-Purpose Rooms - APPA Level 2 | Frequency |
|---|------------------------|
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Carpet will be vacuumed, and spot cleaned. | 5 days per week |
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Furniture (non-porous surfaces) damp wiped clean. | 5 days per week |
| Tables will be damp wiped (completed by occupant) | After each use of room |
| Upholstery cleaning | 1 day per month |
| Horizontal ledges will be dusted, and damp wiped clean. | 5 days per week |
| Walls spot cleaned up to 6ft high. | 1 day per week |
| Phones, projectors, computers, mouse, table-top speakers damp wiped clean (completed by occupant) | After each use of room |
| Light switches, doors, doorknobs, and push doors damp wiped clean. | 4 times per day |
| Whiteboards, Chalkboards, Dry-erase makers, and erasers damp wiped clean (completed by occupant) | After each use of room |

| Community Kitchens, Breakrooms, Lounges, Staff Room – APPA Level 2 | Frequency |
|---|------------------|
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Supplies will be replenished. | 5 days per week |
| Furniture (non-porous surfaces) damp wiped clean. | 5 days per week |
| Sink surfaces, soap dispensers, light switches, hot air blowers, paper towel dispensers, appliance handles, and other high-touch surfaces will be damp wiped clean. | 4 times per day |
| Tables will be damp wiped. | 4 times per day |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Walls will be spot cleaned up to 6ft high. | 5 days per week |
| Upholstery cleaning | 1 day per month |
| Carpet will be vacuumed, and spot cleaned. | 5 days per week |
| Entrance / Exit doorknobs damp wiped clean. | 4 times per day |
| Salt/Pepper Shakers and condiment dispensers damp wiped clean | 2 times per day |
| Stainless steel sinks and counters will be cleaned. | 5 days per week |
| Vending machine buttons/panels dusted, and damp wiped clean. | 4 times per day |
| Remove gum from all surfaces. | 5 days per month |

| Restrooms, Showers, Change/Locker Rooms – APPA Level 2 | Frequency |
|---|------------------|
| All fixtures to be cleaned, (i.e. bowls, urinals, sinks, basins, mirrors, chrome surfaces and interface.) | 5 days per week |
| Sink surfaces, stall doors, soap dispensers, light switches, hot air blowers, paper towel dispensers, and other high-touch surfaces will be damp wiped clean. | 4 times per day |
| Entrance / Exit doorknobs damp wiped clean. | 4 times per day |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| All supplies will be replenished. | 5 days per week |
| Walls will be spot cleaned up to 6ft high. | 5 days per week |
| Walls will be washed floor to ceiling. | 2 days per month |
| Toilet partitions will be damp wiped. | 5 days per week |
| Floors will be swept and washed. | 5 days per week |
| Walls and toilet partitions will be kept free of graffiti. | 5 days per week |
| Floor drains will be primed. | 5 days per month |
| Floor drains will be cleaned, and floor drain lids lifted and cleaned. | 5 days per month |
| Shower stalls, fixtures, and floors will be cleaned | 5 days per week |

| Public/Common Areas -APPA Level 2 | Frequency |
|--|------------------|
| Carpets will be vacuumed, and spot cleaned. | 3 days per week |
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Trash receptacles and recycling bins will be emptied and cleaned. | 5 days per week |
| Walls will be spot cleaned up to 6ft high. | 5 days per week |
| Door glass and panel glass will be cleaned both sides. Only to the top of the door frame. | 5 days per week |
| Door glass will be kept free (clean) of stains, marks, etc. | 5 days per week |
| Entrance / Exit doorknobs damp wiped clean. | 4 times per day |
| Horizontal ledges will be dusted, and damp wiped clean. | 5 days per week |
| Chairs, tables and table legs will be damp wiped | 5 days per week |
| Doormats will be lifted and vacuumed both sides. | 5 days per week |
| Vending machine buttons/panels dusted, and damp wiped clean | 4 times per day |
| Remove gum from all surfaces. | 5 days per month |
| Drinking fountain faucets and buttons will be damp wiped clean. | 4 times per day |

| Science Building Laboratories – APPA Level 2 | Frequency |
|---|------------------|
| Carpets will be vacuumed, and spot cleaned (completed by occupant). | 5 days per week |
| Tiled and linoleum floors will be dust mopped and damp mopped/washed. | 5 days per week |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Sinks and counters will be cleaned (completed by occupant). | 5 days per week |
| Eyewash stations will be cleaned (completed by occupant). | 5 days per week |
| Door glass and partition glass will be cleaned both sides. | 5 days per week |
| Entrance / Exit doorknobs damp wiped clean. | 4 times per day |
| Horizontal ledges will be dusted, and damp wiped clean (completed by occupant). | 5 days per week |
| Computers, Keyboards, Mouse, Printer, telephones, and other high touch surfaces in offices (completed by occupant). | 2 times per day |
| Desktops, Tabletops, Arm Rests, Light Switches, Staplers, Tape Dispensers, and other desk supplies (completed by occupant). | 2 times per day |

| Student Health Laboratories – APPA Level 2 | Frequency |
|--|------------------|
| Carpets will be vacuumed, and spot cleaned. | 5 days per week |
| Tiled and linoleum floors will be dust mopped and damp mopped/washed. | 5 days per week |
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Stainless steel sinks and counters will be cleaned | 5 days per week |
| Eyewash stations will be cleaned | 5 days per week |
| Entrance / Exit doorknobs damp wiped clean. | 2 times per day |
| Door glass and partition glass will be cleaned both sides. | 5 days per week |
| Computers, Keyboards, Mouse, Printer, telephones, and other high touch surfaces in offices (completed by occupant) | 2 times per day |
| Desktops, Tabletops, Arm Rests, Light Switches, Staplers, Tape Dispensers, and other desk supplies (completed by occupant) | 2 times per day |

| Student Health Patient Care Areas – APPA Level 2 | Frequency |
|---|------------------|
| All fixtures will be completely cleaned, i.e. bowls, basins, mirrors and chrome surfaces. | 5 days per week |
| Waste receptacles will be emptied and cleaned as per medical waste disposal regulations. | 5 days per week |
| All supplies will be replenished. | 5 days per week |
| Walls will be spot cleaned to a height of 6 FT. anything over 6FT will require extension poles. | 5 days per week |
| Floors will be swept, and damp mopped/washed with germicide. | 5 days per week |
| Floor drains will be primed. | 1 day per week |
| Floor drains will be cleaned. | 1 day per month |
| Sinks will be cleaned. | 5 days per week |

| Classrooms, Lecture Halls/Theatres - APPA Level 2 | Frequency |
|---|------------------------|
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Carpet will be vacuumed, and spot cleaned. | 5 days per week |
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Furniture (non-porous surfaces) damp wiped clean. | 5 days per week |
| Podium/Instruction area will be damp wiped (completed by occupant). | After each use of room |
| Upholstery cleaning | 1 day per month |
| Walls spot cleaned up to 6ft high. | 1 day per week |
| Phones, projectors, computers, mouse, table-top speakers damp wiped clean (completed by occupant) | After each use of room |
| Light switches, doors, doorknobs, and push doors damp wiped clean. | 4 times per day |
| Whiteboards, Chalkboards, Dry-erase makers, and erasers damp wiped clean (completed by occupant) | After each use of room |
| Horizontal ledges will be dusted, and damp wiped clean. | 5 days per week |

| Computer Laboratories - APPA Level 2 | Frequency |
|---|------------------------|
| Trash receptacles will be emptied and cleaned. | 5 days per week |
| Carpet will be vacuumed, and spot cleaned. | 5 days per week |
| Tiled, terrazzo, linoleum, and marmoleum sheet floors will be dust mopped and damp mopped. | 3 days per week |
| Furniture (non-porous surfaces) damp wiped clean. | 5 days per week |
| Podium/Instruction Area/Tables will be damp wiped (completed by occupant) | After each use of room |
| Upholstery cleaning | 1 day per month |
| Walls spot cleaned up to 6ft high. | 1 day per week |
| Phones, projectors, computers, mouse, table-top speakers damp wiped clean (completed by occupant) | After each use of room |
| Light switches, doors, doorknobs, and push doors damp wiped clean. | 4 times per day |
| Whiteboards, Chalkboards, Dry-erase makers, and erasers damp wiped clean (completed by occupant) | After each use of room |
| Horizontal ledges will be dusted, and damp wiped clean. | 5 days per week |

| Project Areas – APPA Level 2 | Frequency |
|---|------------------------------|
| Wash all walls in entrances, hallways and public areas. | 2 times per year |
| Hard surfaces scrubbed and recoated (two coats) | 2 times per year |
| Hard surfaces burnished | 2 times per year |
| Hard surfaces stripped and refinished | 2 times per year |
| Hard surfaces spray buffed | 2 times per month |
| Wash walls in offices | 1 time per year |
| Extraction clean all carpets | 2 times per year |
| Vacuum and clean all fabric furniture, wash all vinyl/plastic furniture. | 1 day per month |
| Wash all building outside perimeter windows. | 2 times per year |
| All interior glass unless otherwise specified | 2 times per year |
| All supply, return and exhaust air diffuser grills will be vacuumed and washed. | 2 times per year / as needed |
| Clean and sanitize tables and chairs including tops and underneath surfaces, legs and arms including removing gum, etc. | 2 times per year |
| Service rooms: Boiler, Electrical, Mechanical, communications rooms to be dusted, swept, and/or vacuumed. | 2 times per year |

| Other Areas, General Cleaning Services, Areas Not Specified – APPA Level 2 | Frequency |
|--|---|
| Sanitize all handrails and touched surface area | 2 times per day |
| Furniture to be spot cleaned | 1 day per week |
| Mops to be cleaned/laundered to avoid odor | After each use (If using in contaminated room must change out between each contaminated area) |
| Dust exterior doors and frames of lockers, partitions, and ledges | 3 days per week |
| Thoroughly clean all floor drains – flush with water and an enzyme product | 1 day per week |
| All marmoleum sheet floors, ceramic stone tile floors, VCT tile, and terrazzo flooring to be swept with a dust mop; spillage will be removed immediately | 5 days per week |
| All carpets will be vacuumed, and all stains removed | 3 days per week |
| Finger marks will be removed from glass desks, tabletops, door glass, and display cases | 5 days per week |
| Finger marks and smudges will be removed from walls and other surfaces, where accessible | 3 days per week |
| All graffiti shall be removed as it appears | 5 days per week |
| Clean and sanitize all waste receptacles, sinks, tables and countertops | 5 days per week |
| Window ledges and tracks will be dusted and wiped | 1 day per month |
| All metal surfaces, including push plates and kick plates will be cleaned and polished | 1 day per month |
| Spot cleaning of ceramic tile grout | 1 day per month |
| Refrigerator clean out (completed by occupant) | 1 day per month |
| Appliances clean out (i.e. demo kitchen range, hood range, oven microwaves, dish washers etc.) | 1 day per month |

ADDENDUM 2

STUDENT ENFORCEMENT OF PUBLIC HEALTH DIRECTIVES

The University of South Carolina
Prepared by the Office of the Dean of Students

Assumptions

- Public health directives include: (a) use of face coverings; (b) physical distancing; (c) abiding by recommendations to quarantine and isolate; (d) limiting large gatherings of people; and (e) other directives issued by an entity with legal authority to do so (i.e., government entity such as governor or municipality).
- University policies [UNIV 3.03](#) (quarantine and isolation of students, faculty, and staff) and [UNIV 3.04](#) (communicable disease outbreak mitigation measures) will remain in effect.
- There remains consistent feedback from law enforcement that South Carolina Code of Laws, Article 3, Section 16-7-110 (prohibition of masks in public) will not be enforced during the state of emergency called by the governor.
- Enforcement practices will adjust as legal mandates/guidance evolves (i.e., if the governor's executive order limiting gatherings of people to 10 changes, then the enforcement of large gatherings and/or physical distancing may change).

Philosophy

- All impacted parties believe that education and bystander intervention are the best means to positively influence student behavior related to the observation of public health directives, but considerations around consequences are necessary to ensure compliance.
- A key tenet to the philosophy of public health mandates enforcement is the understanding that police (both university and city) cannot be the only parties reporting infractions; there has been consistent communication at both the local and national level that the enforcement of public health related issues by police can negatively impact community relationships.
- Education regarding expectations for conduct and messaging regarding the potential for disciplinary referral need to be targeted: (a) on campus residents; (b) off campus students; (c) student organizations; and (d) Five Points establishments known to welcome UofSC students.

- The office of the dean of students as well as the office of student conduct and academic integrity will treat all students referred for disciplinary action under these circumstances with respect and without bias per the student's decision to voluntarily defy public health directives.
- There are differences in the severity of public health directive violations and sanctioning should reflect the overall negative impact on student health and safety.
- The Code of Conduct will not be changed or emended to accommodate the authority to take disciplinary action for violations of public health directives; disciplinary action can take place under the university's existing rules/regulations as well as normal procedures.

Code of Conduct Provisions

- Health and Safety Concerns: Intent is not an element of this violation but will be considered in the application of sanctions. Prohibited behaviors include: a. Conduct that threatens or endangers the health or safety of another living being.
- Disruptive Activity: Disruptive Activity is any conduct that impedes, interferes with, or disrupts any teaching, research, administrative, disciplinary, public service, learning, or other authorized behavior. Disruptive Activity may occur at functions on or off campus, or at other authorized non-university activities when the conduct on university property. Prohibited behaviors include: Behavior in a classroom or instructional program that unreasonably interferes with the instructor or presenter's ability to conduct the class or program after the instructor requests the activity to cease.
- Fire and General Safety: Disobeying a directive or command by any university or emergency official in connection with a fire, alarm, or other safety, security, or emergency matter.
- Failure to Comply: Prohibited behaviors include: a. Failure to comply with and respond appropriately to the reasonable and lawful requests of university officials (including resident mentors) in the performance of their duties.
- Shared Responsibility for Violations: Prohibited behaviors include: (a) acting in concert to violate university policy; (b) attempting, assisting or promoting any act prohibited by university policy; (c) condoning, encouraging, or the

collusion of behavior that violates university conduct regulations. Collusion is any action or inaction with another one or more individual(s) to intentionally violate university policy; and (d) allowing, permitting or providing opportunity for a guest to violate university policy.

Public Health Directive Violations and Outcomes

- A violation/sanction matrix has been prepared by the office of student conduct. The matrix enforces the importance of education as the primary goal, but also tiers sanctions based on level of severity, repeated offences, intent, and aggravating circumstances such as the source of referral (police) and location (on or off campus).
- Blatant disregard for policy that endangers others will necessitate more severe sanctions such as removal from housing or separation from the institution.

ADDENDUM 3

STUDENT ORGANIZATION SAFETY GUIDELINES

The university is focused on making a safe campus experience for everyone. Student organizations play an integral part in protecting members and abiding by the following guidelines will be key in reducing the spread of COVID-19 on our campus and in the surrounding Columbia community. As our understanding of the virus within our community continues to shift and evolve, please note that these guidelines may change.

Overview of Coronavirus (COVID-19)

COVID-19 is a respiratory illness that can spread from person to person. Frequently reported signs and symptoms include fever, cough, myalgia or fatigue, loss of sense of smell and taste and shortness of breath at illness onset. The incubation period is estimated at approximately 5 days. Based on what is currently known about COVID-19 and what is known about other coronaviruses, spread is thought to occur mostly from person-to-person via respiratory droplets among close contacts.

Meetings, Events, and Activities

Student organizations are encouraged to conduct meetings and events in a virtual format whenever possible using campus resources including Microsoft Teams through your university login or access to a premium Zoom business account through Student Government. Additionally, Blackboard Collaborate Ultra is currently being explored as an additional resource for student organizations.

On-Campus Requirements

When a virtual activity is not possible, student organizations must adhere to the following:

- Abide by all university policies, procedures, and public health directives.
- Because the University will adapt in real time to conditions on campus, limit event attendance to the maximum number of approved by campus policy on at the time of the event. To the extent possible, attendance at events should be planned through RSVPs and recorded for contact tracing if necessary.
- Maintain physical distancing of no less than 6 feet at all times.
- Face coverings are required at all indoor and outdoor events. Please work with members who may have a

disability or medical condition that interferes with their ability to wear a face covering.

- Food and beverages must be individually packaged. Buffets or self-service options are not permitted. Off-campus caterers will be prohibited from campus due to the suspension of the Russell House catering policy.
- Individuals who are not University of South Carolina students, faculty, or staff are not permitted at in person student organization meetings or events unless approved as essential through the event reservation process.

Off-Campus Expectations

- Abide by all federal, state and municipal government directives.
- Follow all above requirements to mitigate the risk of exposure to the virus.
- Refrain from all travel by your student organization. Conducting student org business (meetings, events, activities) within the Columbia Metro area does not constitute travel. Columbia Metro area is defined as a 25-mile radius from the Russell House.

Responsibility of Student Organization Leaders

As a leader of your organization, demonstrate your commitment to keep the University of South Carolina community in good health by taking the #IPledgeColumbia and honoring it during the upcoming semester.

Empower your members to hold each other accountable to these public health directives. If a member of your organization does not comply, we encourage you to ask them to do so. After repeated requests asking the person to address their behavior, fill out a public health directive incident report on the Office of Student Conduct website.

Please be advised that any violation of the University's Student Conduct Code, including the above guidelines, can result in disciplinary conduct proceedings.

WHAT CONSTITUTES AN EVENT?

The following factors are considered when determining whether an event could be considered an event or activity of the organization. These are used by the Office of Student Conduct when determining organizational conduct violations. It can still be an organizational event if only one of these questions is answered affirmative, but more

affirmative responses make it more likely. That doesn't mean you can't host the event; it simply means you host the event in compliance with the policy.

Event Planning

- Is the event being planned by one or more members/new members?
- Are the officers aware of the event being planned?
- Are any officers involved in event planning?
- Do the officers have prior knowledge of the event?
- Is the event actively or passively endorsed by a majority of the active organization?
- Have members of the organization lied about the event?
- If no members attended the event, would the event still happen?
- If a crisis occurred, would an organization leader take charge?
- Is the event an organization tradition?
- Is any organization property used for the event (e.g. sound system)?

Terminology

- Are members renaming the event to give the appearance it isn't associated with the organization?
- Is the event being coined as "unofficial" or "unregistered"?
- Is the event occurring before or after an event ("pre-game" or "after party")?

Communication

- Is the event listed on an organization calendar (public or private)?
- Is the event listed or advertised on an organization website (public or private)?
- Is the event listed or advertised on social media (e.g. Instagram, Facebook, Twitter, GroupMe, etc.)?
- Do online invitations refer to the organization (e.g. Facebook events)?
- Will the event be announced at an organization meeting?
- Is there a theme for the event?
- If guests were stopped on their way to the event, would they say they were going to a the "XYZ" event?

- If guests posted on social media, would they say they were at the "XYZ" event?

Funding

- Is the event financed by the organization?
- Is the event being financed by collection of funds from a group of members?

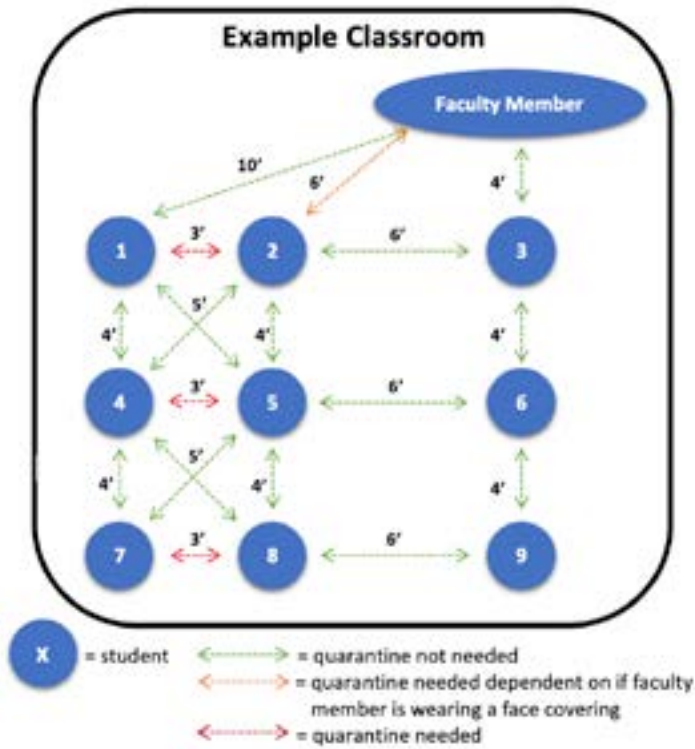
Location

- Is the event being hosted in a house/apartment/other property where multiple members live?
- Is the event being hosted in a university-provided meeting space?
- Is the event being hosted in a location where you traditionally hold your events?
- Is the event being hosted in a location on-or off-campus reserved by the organization?

Attendance

- Is the entire organization invited to attend? A majority of the organization?
- Are new members invited to attend?
- Are certain groups of the organization invited to attend?
- If a member/new member showed up, could he/she attend the event?
- Will officers be in attendance?

ADDENDUM 4



Faculty member with a face covering is COVID-19 Positive

Who Would Quarantine: Student 3. If the faculty member is not wearing a face covering, student 2 would also need to quarantine because they are less than 10 feet away from the faculty member.

Student 5 is COVID-19 Positive

Who Would Quarantine: Students 1, 2, 4, 7, and 8.

Student 2 is COVID-19 Positive

Who Would Quarantine: Students 1, 4, and 5.

Student 6 is COVID-19 Positive

Who Would Quarantine: Students 3 and 9.

Student 9 is COVID-19 Positive

Who Would Quarantine: Student 6.

Student 5 and the faculty member are quarantined.

Who Would Quarantine: None. Close contact with a quarantined person does not put you in quarantine unless the quarantined person you were in close contact with tests positive or develops symptoms within two days after being you were contact with them.

Quarantine: You have a heightened risk (such as a recent exposure to someone with COVID-19) but are not yet sick.

- This is needed when people have been in close contact (within 6 feet for 15 minutes or more) with an infectious person.
- Sick faculty members that do not wear face coverings quarantine students up to 10 feet away (10 feet for 15 minutes or more).
- If your most recent close contact with a sick person who is showing symptoms was more than 48 hours before they started showing symptoms, you do not need to quarantine. If they are not showing symptoms but test positive, this timeline is 48 hours before they were tested. Quarantine is not needed because people are normally only infectious around 1-2 days before they start showing symptoms.

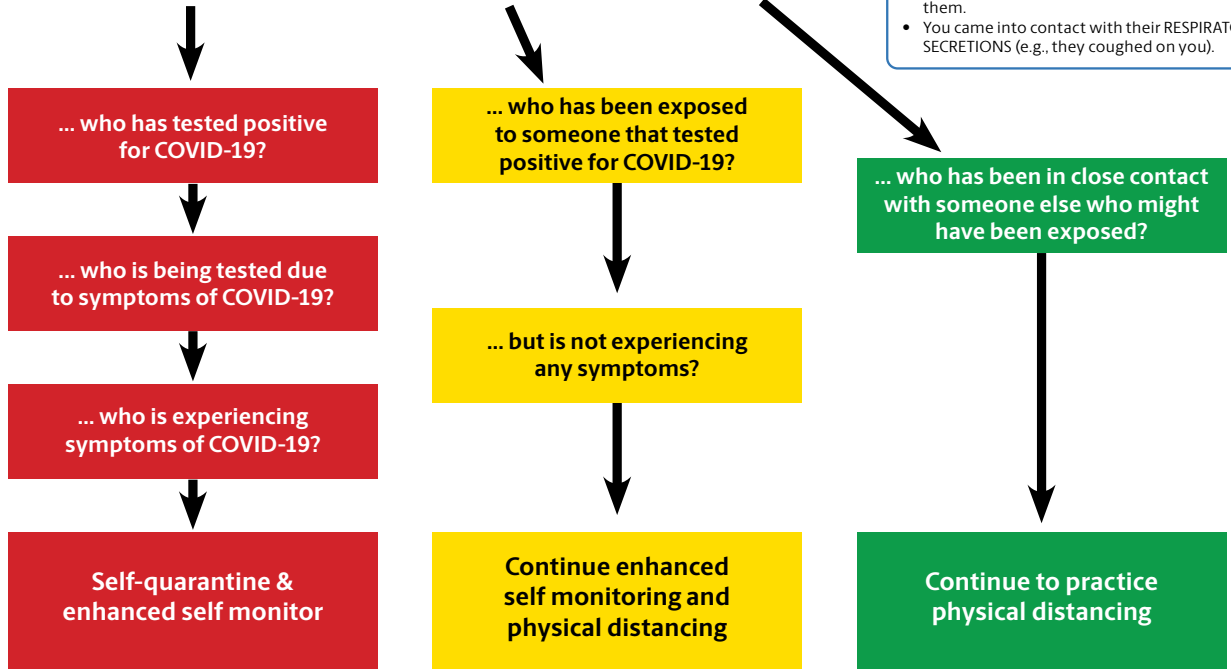
Isolation: You are COVID-19 positive, presumptive positive, sick, or suspicious for having COVID-19.

ADDENDUM 5

What should I do if I've been in close contact with someone ...

What counts as "CLOSE CONTACT?"

- You were within 6 feet of them for 15 minutes or more.
- You had **DIRECT PHYSICAL CONTACT** with the person (e.g., kissing, hugging).
- You **SHARED** eating or drinking utensils with them.
- You came into contact with their **RESPIRATORY SECRETIONS** (e.g., they coughed on you).



How do I ...

... self-quarantine?

- **STAY HOME** for 14 days.
- **AVOID CONTACT** with other people.
- **DON'T SHARE** household items.

[Learn more at UofSC Student Health Services](#)

... self monitor?

- **BE ALERT** for symptoms of [COVID-19](#), especially a cough or shortness of breath.
- **TAKE YOUR TEMPERATURE** every morning and night, and write it down.
- **CALL** your doctor if you have a fever (temperature of 100°F or 38°C)
- **CALL 911** if you have difficulty breathing or other medical emergencies.
- **CALL** ahead for guidance when seeking medical treatment.

[Learn more at UofSC COVID-19 Basics](#)

... practice physical distancing?

- **WEAR** a face covering or mask.
- **DON'T** physically get close to people; try to stay at least 6 feet away.
- **DON'T** hug or shake hands.
- **AVOID** groups of people and frequently touched surfaces.

[Learn more at UofSC Physical Distancing](#)

Wear a Face Covering • Practice Physical Distancing • Get Tested
WASH your hands frequently • **AVOID TOUCHING** your face • **WIPE DOWN** frequently touched surfaces regularly
[Learn more at UofSC COVID-19 Safety Guidelines](#)

What if I have symptoms?

If you experience symptoms, such as fever, chills, cough, loss of sense of smell or taste, headache, or sore throat, call **UofSC's Coronavirus Phone Bank: 803-576-8511**, or contact your health care provider.



An Accredited Patient-Centered Medical Home

ADDENDUM 6

HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

who.int/epi-win

Do's →

- 

Clean your hands before touching the mask
- 

Inspect the mask for damage or if dirty
- 

Adjust the mask to your face without leaving gaps on the sides
- 

Cover your mouth, nose, and chin
- 

Avoid touching the mask
- 

Clean your hands before removing the mask
- 

Remove the mask by the straps behind the ears or head
- 

Pull the mask away from your face
- 

Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it
- 

Remove the mask by the straps when taking it out of the bag
- 

Wash the mask in soap or detergent, preferably with hot water, at least once a day
- 

Clean your hands after removing the mask

Don'ts →

- 

Do not use a mask that looks damaged
- 

Do not wear a loose mask
- 

Do not wear the mask under the nose
- 

Do not remove the mask where there are people within 1 metre
- 

Do not use a mask that is difficult to breathe through
- 

Do not wear a dirty or wet mask
- 

Do not share your mask with others

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.



ADDENDUM 7

STEPS FOR SELF-QUARANTINE

- Self-quarantine for COVID-19 is recommended for individuals who have been directly exposed to the virus or who have traveled to areas where there are large numbers of people infected in order to prevent further transmission. Follow the steps below for self-quarantine.
- Stay home except to get medical care.
- Monitor your symptoms (including, but not limited to): Fever, cough, shortness of breath.
- Seek prompt medical attention if you become ill.
- Before seeking care, call your healthcare provider and tell them that you have, or are being evaluated for, COVID-19.
- Put on a facemask before you enter the healthcare facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.
- Ask your healthcare provider to call the local or state health department. Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.
- Restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Avoid using public transportation, ridesharing, or taxis.
- Separate yourself from other people and animals in your home.
- People: As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.
- Animals: Although there have not been reports of pets or other animals becoming sick with COVID-19, it is still recommended that people sick with COVID-19 limit contact with animals until more information is known about the virus.
- When possible, have another member of your household care for your animals.
- Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. CDC does not recommend that people wear a facemask to protect themselves from respiratory diseases, including COVID-19.
- Cough or sneeze into the fold of your elbow. Alternatively, cover your mouth and nose with a tissue when you cough or sneeze.
- Wash your hands often with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains 60-95% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- Soap and water should be used preferentially if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.
- Clean all "high-touch" surfaces every day.