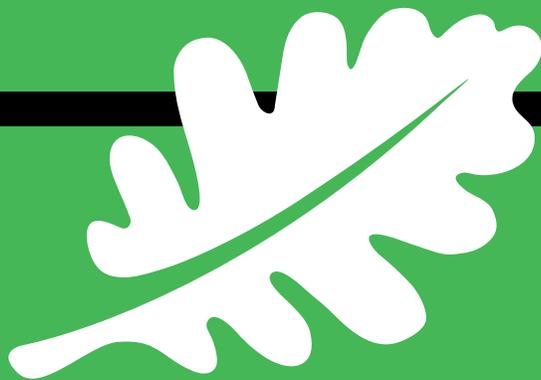


**DREW UNIVERSITY  
RESTART  
PLAN**

**July 17, 2020**



**DREW**

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**DREW UNIVERSITY  
RESTART  
PLAN**

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# Introduction & Reopening Campus University Principles



The State of New Jersey issued “[Restart Standards for all New Jersey Institutions of Higher Education](#)” on June 18, 2020. These standards give New Jersey colleges and universities guidelines for developing reopening plans focused on general safeguarding, screening, testing, and contact tracing protocols, and 10 key on-campus areas—instruction, on-campus residential housing, computer labs and libraries, research, student services, transportation, on-campus dining, study abroad and international travel, and athletics.

As of this date, the state of New Jersey is operating in Stage 2 of “[The Road Back: Restoring Economic Health Through Public Health](#).” Reopening Drew University (Drew or the University) to students, faculty, and staff is dependent upon the state of New Jersey safely entering Stage 3, which allows higher education to operate “in person with reduced capacity.” Drew has developed a plan to meet the state guidelines to operate in Stage 3, yet we remain prepared for fluidity between stages that may require an immediate shift to Stage 1 or 2 based on evolving campus, community, and/or state of New Jersey health situations. The University’s comprehensive Pandemic Emergency Response Plan along with readily available information on Drew’s [COVID-19 Resource Site](#) would guide these transitions, if necessary. The University has worked steadfastly to create a plan that upholds very high health and safety standards as our first priority, while providing an authentic campus experience that is rich with the hallmarks of a Drew education—meaningful, personalized, relationship-based learning and living, even in the face of a pandemic. The plan adheres to state and the Center for Disease Control (CDC) guidelines, details necessary changes to the academic program and student life, and describes how faculty and staff will safely work at the University. Drew has worked closely with our local health department since the onset of this pandemic and will continue to regularly monitor evolving federal, state, and local guidance, including the Governor’s Executive Orders and recommendations from the CDC.

The development of Drew’s fall restart plan was guided by the following [university-wide principles](#): striving for an authentic Drew community; providing for a healthy and safe environment; attentiveness to evolving governmental, association, and health guidance; personal and institutional responsibility; stewardship of financial resources; and clear and open communication.

# Planning Process

The logo for Drew University's Restart Plan. It features the text "DREW UNIVERSITY" in a smaller font at the top, "RESTART" in a larger font in the middle, and "PLAN" in the largest font at the bottom. The text is white and is enclosed within a black rectangular border.

In response to the rapidly changing situation around COVID-19, beginning Monday, March 16, Drew moved to virtual instruction and primarily remote business practices. Immediately, a group was convened to lead the transition and planning in Drew Virtual Time (DVT). This cross-functional team, made up of senior leadership and members of the campus community, transitioned to become the [Open Campus Task Force](#) by early May. The charge of this group is to provide leadership oversight and logistics management for the reopening of campus and supporting operations related to it, to facilitate decision-making, and to communicate decisions and plans to the Drew community. Accordingly, there are several working groups devoted to planning and process-making for specific areas. The key working groups are: Instruction, Health, Facilities, Housing, Dining, Athletics, Personnel, Student Employment, and Finance.

On May 23, Drew shared with the community the [plan](#) recommended by the Open Campus Task Force and working groups, approved by the President and the Cabinet, and shared with the Board of Trustees, which stated the University's determined and enthusiastic intention to resume on-campus teaching, learning, and living for the fall 2020 semester. The plan explained a phased approach for a safe return to campus that includes (1) a staggered move-in for maximum attention to health and safety, with the same plan in reverse for move-out later in the semester; (2) three weeks of instruction delivered solely through virtual platforms at the beginning of the semester while students, faculty, and staff adjust to the "new normal" on campus and to allow time for students arriving from states on the [New Jersey Travel Advisory](#) list to complete the required 14-day quarantine period; (3) in-person instruction in a hybrid model beginning September 14 and ending November 20, when on-campus residency will end for the semester (post-Thanksgiving classes and the exam period will take place remotely), and (4) an effort to reduce uncertainty, while remaining flexible and nimble during this quickly evolving health crisis.

As we move forward with our plan to reopen campus this fall, in support of the principle of low density on campus for the health and safety of our community, non-instructional employees whose positions do not require face-to-face interaction with students and do not have job functions that can only be completed on campus are expected to work virtually or on a modified-virtual schedule, whenever possible.

Accordingly, all employees are designated as: Virtual (entirely off-campus), Modified-Virtual (regularly scheduled on-campus and off-campus, with a larger percentage off-campus), or On-Site (entirely on-campus). For contact tracing and other purposes, Drew maintains a master schedule of who is on campus on which days.

Employees who are asked to travel for business may request a temporary modification through the [Office of Human Resources COVID-19 accommodation process](#) based on their age, health, their role as primary caregiver for a member of their household, or as primary caregiver for a family member who lives elsewhere, who falls into one of the categories identified by the CDC as being at high risk for severe illness from COVID-19.

The Open Campus Task Force and working groups have developed Drew's plan in each of the key functional areas to meet the requirements and evaluate the considerations provided by the state.

# General Safeguarding

The logo for Drew University's Restart Plan. It features the text "DREW UNIVERSITY" in a small, black, sans-serif font at the top. Below it, the words "RESTART" and "PLAN" are stacked in a large, bold, black, sans-serif font. The entire text is enclosed within a thick black rectangular border.

Drew University's general health and safety policies and protocols, outlined below, were drafted in accordance with the Centers for Disease Control (CDC) and New Jersey Department of Health (NJDOH)'s recommendations for how faculty, staff, students, and visitors may return safely to campus. The University has routinely sought guidance and worked with the Madison Health Department throughout this pandemic and is committed to continuing this established working relationship, as well as with other local and state officials and emergency management offices, to share the components of our restart plan and revise the plan as may become necessary. The plan includes:

- Training for students on COVID-19 sanitation (including hand washing and disinfection of spaces and surfaces) and physical distancing practices and protocols as an expectation for returning to campus.
- Training for faculty and staff on sanitation (including hand washing and disinfection of spaces and surfaces), physical distancing practices and protocols, and institutional policies and procedures developed to minimize the spread of COVID-19.
- Required use of face coverings in public locations, for faculty, staff, students, and visitors, both indoor and outdoor, except when wearing a face covering would endanger one's health.<sup>1</sup>
- Frequent cleaning and sanitation of all facilities (e.g., classrooms, residences, restrooms), including high-touch areas, equipment, and shared surfaces.
- Maintenance of adequate supplies, including personal protective equipment (PPE) and cleaning supplies, as required, for faculty, staff, and students, as necessary or required for their specific responsibilities or roles. The University will supply all students with a face covering, and all on-campus employees with a face covering and face shield. A supply of disposable masks will be maintained for those who forget/damage their face coverings.
- The availability for faculty and/or staff to continue remote instruction in the event in-person instruction and/or learning is not possible.
- Physical distancing in all indoor and outdoor areas of campus.
- Reduced density in residence halls and closed or limited and controlled residential common areas, dependent on the appropriate stage of NJ operations and guidance.
- Designation of isolation and quarantine spaces in the Residence Halls for students who live on campus and have either been positively diagnosed with COVID-19, display symptoms and are awaiting test results, or have been exposed to someone who has been diagnosed with COVID-19, in order to monitor symptoms.
- Institution of screening and disclosure process of symptoms for faculty, staff, students, and visitors prior to entering campus or leaving their residence hall, and the performance of screenings at regular intervals.
- Modified food service and dining operations to comply with health and safety standards and Executive Orders, when applicable.

<sup>1</sup> The University's Accommodation Policy and Procedures will be followed to review all accommodation requests for medical-related face covering exceptions for students and employees.

# General Safeguarding (cont.)



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- Established COVID-19 testing and contact tracing protocols, developed in consultation with local Madison Health Department officials and in line with state and federal health privacy statutes and regulations
- Minimization of gatherings in accordance with state guideline limits, as articulated and applicable throughout the course of the semester/academic year.
  - The University will generally hold video or teleconferencing meetings in lieu of in-person meetings among staff or between staff and students. When videoconferencing or teleconferencing is not preferable or possible (e.g., Housing and Residence Life), administrators will hold appointments in open, well-ventilated spaces (if possible) or in spaces that ensure that individuals maintain six feet of physical distance between one another.

Furthermore, Drew has developed specific plans, as outlined herein, for the operation of instruction, residential housing, computer labs and library, research labs, student services, transportation, on-campus dining, study abroad, and athletics.

## Drew's Enhanced Cleaning Protocols

In addition to our plan for the general safeguarding measures, Drew has developed protocols for enhanced cleaning and disinfection of facilities throughout campus. These protocols apply to high-touch areas, shared spaces, and high traffic areas as briefly described below and within the respective sections herein.

### **Classrooms**

- Classrooms will be disinfected once per day, Monday through Friday, and on weekends as needed.
- Students and faculty will be required to wipe down individual work spaces (desk and chair) in between uses with sanitizing wipes provided by the University.

### **Common Spaces**

- Daily cleaning and sanitizing of high-touch surfaces will take place in high traffic areas, such as light switches, buttons, handles, handrails, doorknobs, countertops, and rooms.
- Hand sanitizer stations will be available throughout campus for use by the campus community.

### **Offices**

- Individual offices will be cleaned by individual employees using cleaning kits provided by the University.

### **Public Restrooms**

- Restrooms will be monitored throughout the day, with increased cleaning of high-touch surfaces.
- Restrooms will be disinfected twice daily.

### **Residence Halls**

- Cleaning in residence hall common spaces will be increased. This means the cleaning and sanitizing of high-touch surfaces in high traffic areas, such as light switches, buttons, handles, handrails, and doorknobs will occur daily.
- Common bathrooms will be cleaned and disinfected twice daily.

### **Shared Work Spaces and Shared University Vehicles & Golf Carts**

- High-touch surfaces will be cleaned by individual employees using cleaning kits provided by the University after each use and/or between shifts.

# General Safeguarding (cont.)

The logo for Drew University's Restart Plan, featuring the text "DREW UNIVERSITY RESTART PLAN" in a bold, sans-serif font, enclosed in a black rectangular border.

## Drew's Approach to On-Campus Public Health and Prevention

Drew's commitment to de-densify and operate a safe and healthy campus is evidenced in our instructional, residential, employment, and facilities plans and policies in accordance with requirements from the state and recommendations from the CDC. In an effort to minimize the spread of COVID-19 in our community, we will require the entire Drew community to commit to upholding the health and safety protocols of our community by signing the Drew University Community Pledge. Furthermore, the Open Campus Task Force has organized and will post educational and training materials to our training hub that articulates Drew's expectations of our prevention practices in order to educate the community prior to the start of the fall semester. Some of the protocols that will be in place for the opening of the University are:

**1. Communication Hub:** Drew is providing the following communication protocols to the community:

- [Coronavirus \(COVID-19\) Information & Updates website](#), [COVID-19 Return to Campus website](#);
- weekly email communications; and
- on-campus behavioral signage.

**2. Training Hub:** Drew's Task Force has gathered all training and education materials and policies within one webpage, which describes and lays out required review, engagement, and virtual training sessions with our re-opening protocols. In addition, Drew faculty, staff, and students who plan to return to campus are expected to complete a daily COVID-19 health screening prior to entering campus or leaving their residences, via the *LiveSafe* app.

**3. Drew Community Pledge:** The Drew Community Pledge, a social contract for all members of the University community, recognizes that "As one Drew University community, we commit together to uphold the health and safety of our community, take personal and collective responsibility, and to take all necessary steps to stay well and protect each other by stopping the spread of COVID-19 and other infections" and describes ways in which members will protect themselves and others.

**4. Personal Protective Equipment:** The University has instituted a mandatory face covering policy requiring all faculty, students, staff, and visitors who return to campus to wear face coverings when indoors and when outdoors, if unable to maintain required minimum physical distance.

- Drew will require that essential interactions that cannot be conducted while consistently maintaining six feet of distance are limited to a duration of less than 15 minutes at a time whenever possible and/or include increased personal protective equipment.
- Drew will equip key campus locations with a supply of disposable masks for individuals who damage or do not remember to bring their own.
- The University will provide additional appropriate PPE for all employees who require it in order to safely perform and meet the expectations of their job.
- Drew will provide an alternate form of PPE for students and employees who have documented disabilities or medical conditions and therefore need modifications to ensure participation in educational, social, and employment activities.

**5. Physical Distancing:** Drew will enforce state requirements regarding safe physical distancing and will adjust expectations for conduct by students, faculty, and staff. The University will expect students, faculty, and staff to abide by six-foot physical distancing guidelines and/or necessary capacity restrictions in all campus facilities, including classrooms, laboratories, conference, or other meeting rooms, residence hall common areas, dining spaces, libraries, and administrative offices.

## General Safeguarding (cont.)

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6. The University will require that all visitors comply with its facial covering and physical distancing policies.
7. The University will utilize and maintain a log of all visitors who enter its campus to facilitate contact tracing, should that become necessary.
8. The University's Facilities and Auxiliary Services teams, in addition to individual departments, will install behavioral signage to guide pedestrian traffic patterns, to facilitate and encourage physical distancing, and to communicate the necessity of setting up virtual appointments whenever possible to reduce unnecessary face-to-face interaction and reduce capacity in all campus spaces.
9. Similarly, these teams will adjust points of egress in campus buildings to control the flow of pedestrian traffic and facilitate appropriate physical distancing.

# Screening, Testing, and Contact Tracing Protocols



## Screening

- Drew will institute required self-screening for faculty, staff, students, and visitors using a mobile app, *LiveSafe*. The self-screening app will enable individuals to consult a symptoms checklist each day that they plan to be on campus, prior to leaving their residence and engaging with others. Self-screening will help students, faculty, staff, and visitors monitor their own symptoms and protect the safety of others.
- The University will direct students who develop symptoms while on campus to Health Services; staff, faculty, and visitors who develop symptoms while on campus will be required to leave campus and will be encouraged to see their personal primary care providers.
- Health Services will be prepared and able to assess, screen, and test any students who are experiencing symptoms suggestive of COVID-19 on-campus.
- When the Health Services is closed (i.e., after hours or on the weekend), students will be directed to call 911 for true medical emergencies, and protocols for response have been developed in conjunction with Madison Police, Fire, and EMS staff. If a student needs non-emergent medical care, there are urgent care centers located near campus and listed on the Emergency Information page of the University Health Services website under [After Hours Non-Emergency Healthcare](#).

## Testing

Testing for COVID-19 is an important means of identifying and treating people who have been infected, while at the same time minimizing the risk of the spread of COVID-19. Drew has adopted protocols regarding testing, contact tracing, and isolation and quarantine of students following the identification of positive cases, and to monitor symptoms when exposed to a positive case of COVID-19 in adherence with state and CDC guidelines. The following plan and protocols are based on [Centers for Disease Control](#) and [New Jersey Department of Health](#) (NJDOH) guidelines for testing<sup>2</sup> priorities.

## Priorities for Testing at the Health Service

Students showing symptoms compatible with COVID-19; symptomatic students who have been in close contact with an individual with known or suspected COVID-19; and asymptomatic students who have been in close contact with an individual with known or suspected COVID-19 will receive prioritized testing services. Methods of molecular PCR testing will include a rapid point of care test (POC) performed onsite, or in partnership with University Physicians at the Morristown Medical Center, and/or collection of upper respiratory specimens to send to a reference laboratory for testing.

<sup>2</sup>Testing in this document refers to viral testing. Serology testing for antibodies will not be part of the testing action plan at this time, though may be ordered at the provider's discretion as part of patient evaluation. Testing strategies may change based on any updated CDC and NJDOH guidelines and recommendations, local conditions, and availability of supplies as previously mentioned.

# Screening, Testing, and Contact Tracing Protocols (cont.)

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## Communication of Results

Health Services staff will directly notify the Madison Health Department by phone and/or secure fax about:

- All positive and negative results performed on site: The student will be informed of the result at the time of the visit.
- Tests performed by outside reference laboratories: The laboratories report results directly to Health Services, and staff will notify the student of the results upon receipt. Any positive results are automatically reported by the lab to the local public health jurisdiction in which the student resides. That public health department will initiate the contact tracing process.
- Testing performed at off-site testing centers: Students will receive the results directly from the testing site. They will be asked to report the results to Health Services.
- Drew will encourage faculty and staff to seek testing from their personal providers if they present symptoms or have been in contact with an individual (student, faculty, staff, or others) who tested positive for COVID-19, as determined by contact tracing protocols discussed below.

## Contact Tracing

Health Services staff will contact the Madison Health Department when a residential Drew student is infected or is named as a close contact of another person who is infected, in order for the local health department to conduct contact tracing. The contact tracing protocols will then be executed by the Madison Health Department, with assistance from Health Services staff as requested. This protocol includes steps in which the contact tracers will interview the infected persons to determine with whom they have had close contact during the time frame since their exposure and infection. The contact tracers will then inform the potentially exposed individuals (contacts) about their possible exposure and assist those individuals with arrangements for quarantine, medical care, or social work services. The University and Health Services staff will abide by all state and federal health privacy regulations throughout this process, including maintaining the confidentiality of students who test positive for COVID-19 while conducting contact tracing protocols.

Additionally, the University will institute the following contact tracing protocols:

- Drew will maintain an ongoing log of on-campus students, faculty, staff, and visitors to facilitate contact tracing and the reporting of instances of COVID-19 to Madison Health Department, when necessary.
- Any individual who is infected or is named as a close contact of another person who is infected is required to isolate and maintain physical distance from others until 14 days after their last exposure, while monitoring symptoms.
- Contacts who develop symptoms should seek medical attention and get tested for COVID-19.
- Drew will provide isolation housing, food service, academic support, health monitoring, and other essential services for residential students who test positive for COVID-19 and are unable to go home. Students will be advised to follow the guidelines outlined in the: [Housing Guidelines for Isolation and Quarantine](#).
- Drew will also provide quarantine housing, as well as food service, academic support, health monitoring, and other essential services, to residential students who are identified as close contacts of a person who has tested positive for COVID-19 and are unable to go home.

# Instruction

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If New Jersey successfully enters Stage 3 and modified in-person instruction can resume, Drew will implement a hybrid model of instruction. Drew's model will involve a mix of in-person and remote learning. This instructional approach will provide maximum flexibility for faculty and students, will facilitate physical distancing, and can accommodate necessary adjustments for either faculty or students as health conditions emerge. In the case of a resurgence of COVID-19, instruction can be transitioned to a fully remote learning model for a period of time or for the remainder of the semester.

- If New Jersey is in Stage 1 or Stage 2 as of the start of Drew's fall semester, all classes will be conducted via distance learning.
- Faculty and students who are immunocompromised or at high-risk for COVID-19 according to guidelines from the CDC will have the option to provide or receive instruction remotely. Faculty who will be teaching in-person courses will be teaching in tech-mediated classrooms to also allow for students who are not able to be on campus to participate remotely. Faculty will engage actively and equitably with the students online and those in the classroom, building opportunities for communication and collaboration among all learners.

## Academic Calendar

- Drew will begin classes as scheduled on August 24, 2020.
- For the first three weeks of the semester, all instruction will be delivered through virtual platforms. During these three weeks, residential life and other campus activities will be face-to-face and allow for a staggered and scheduled move into on-campus living. This also allows for students, faculty, and staff arriving from out of state to self-isolate during this time if required.
- In-person instruction will begin September 14, 2020. Between September 14 and November 20, some classes will meet in person multiple times each week in spaces that allow for physical distancing of students, while most classes will assume a hybrid structure with some in-person sessions and some remote sessions. For example, classes may meet in-person one day a week, while other weekly meetings happen remotely. A select number of courses will be delivered in a completely remote manner. The specific structure of each course will be determined by the delivery method that best supports the learning goals of that course. In all cases, in-person course meetings are scheduled in locations that allow for at least six feet of physical distancing between all persons in the classroom.
- In order to reduce movement from and back to campus, and to decrease the risk of importation of COVID-19 to campus, fall break has been cancelled and we will end on-campus residency Thanksgiving week. The [academic calendar](#) has been adjusted to provide for staggered move-out of campus housing during that week, prior to the Thanksgiving holiday.
- To complete the semester, post-Thanksgiving classes and the exam period will take place remotely. As always, there will be a process for considering exceptions for students who need to remain on campus through the Thanksgiving break and into the final exam period.

## Health, Safety and Cleaning Protocols

- All instructional spaces have been vetted and, when necessary, modified to determine maximum capacity in alignment with state guidelines. Drew Facilities teams have developed layouts for each space to ensure compliance with physical distancing requirements.
- Faculty will hold office hours and advise and meet with students in either virtual or in-person formats. When in-person meetings are necessary, they will happen in a location that allows for compliance with physical distancing regulations.

# Instruction (cont.)

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## Health, Safety and Cleaning Protocols (cont.)

- Students will be required to wear face coverings in all shared indoor spaces, including classrooms, in compliance with state requirements.
- Cleaning kits will be maintained in the classrooms to manage sanitizing between classes. Faculty and students will be required to wipe down their own work spaces as they arrive and then again as they leave.
- Classrooms will be disinfected daily, Monday through Friday, and on weekends as needed.
- Drew has installed additional sanitation stations in highly trafficked buildings.

# On-Campus Residential Housing

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In order to comply with New Jersey restart standards, residential living spaces will operate with reduced capacity following principles highlighted below. Drew's Residence Life staff will be responsible for implementing and enforcing all required health and safety protocols in our residence halls.

- As was the case during spring and summer 2020, should New Jersey move to Stage 1 or remain in Stage 2 at the start of the fall semester, only students with extenuating circumstances (e.g., Drew is their primary residence, home life precludes their ability to be a fully functioning student due to family illness or other factors, or on campus living is necessary for an equitable education) will be permitted to reside in on campus housing. All common areas will be closed under Stages 1 and 2, with the exception of kitchens, which will remain open to assist the limited residents who remain and may be food insecure, with notice that they are not able to share utensils for cooking or eating. Residents utilizing these spaces must comply with healthy practices including maintaining physical distancing, wearing face coverings, and limiting occupancy. Facilities cleans and sanitizes residence hall kitchens in use daily.
- Students are not required to live on campus because courses will be accessible through virtual delivery. All resident students are required to complete the "Fall 2020 Residency Confirmation" form to notify the University of their intentions for on-campus housing. While density reduction has already occurred, those who have opted not to live on campus will assist us in further reducing residence hall density. Drew's overall occupancy rate is 1,549, and our currently reduced occupancy rate for fall 2020 is 1,275; we anticipate further reduction as students and families finalize their housing decisions.
- Throughout the pandemic, we have assisted our students with the greatest needs, and we intend to continue to do so as we restart in the fall primarily by maintaining our residence halls and dining operations so that all can have access to education, while complying with state and federal guidance for healthy optimization.
- Move-in and move-out days will occur in staggered, scheduled shifts over a minimum of 11 days to reduce the number of people on campus and inside buildings at any single time. Additionally, room/suitemates have been asked to stagger their scheduled move-in shift. Drew will also limit the number of family members who may accompany a student to assist with move-in, require completion of health screenings including temperature check upon arriving on campus, and limit the amount of time permitted for move-in for individual students.
- Room occupancies will be limited, and quiet hours will be extended by one hour.

## Health, Safety and Cleaning Protocols

- Face coverings/masks are required at all times inside all residence halls entries and hallways, laundry rooms, shared restrooms, trash areas, elevators, etc. Residents are not required to wear a face covering within their own room or suite.
- Physical distancing will be required when in common areas such as entryways to the buildings and hallways. A maximum of two people will be permitted in an elevator at a given time.
- The University has developed and will disseminate clear protocols that promote physical distancing measures and the wearing of face coverings within residential facilities and shared common spaces.
- Lounge/study spaces are closed until opening of these spaces is authorized by the state. At such time, those occupying the spaces must comply with healthy practices including maintaining physical distancing, wearing face coverings, and limiting occupancy. Drew will reconfigure furniture to promote distancing and demonstrate the importance of reducing capacity to limit student gatherings in shared spaces. Further, Residence Life staff will monitor these spaces to help maintain compliance with state guidelines.

# On-Campus Residential Housing (cont.)

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- Kitchens will remain open for residents' use. Residents utilizing these spaces must comply with healthy practices including maintaining physical distance, wearing face coverings, utilizing their own—and not shared—utensils, and limiting occupancy. Professional Residence Life staff will continue to monitor these spaces to help maintain compliance to state guidelines. Facilities cleans and sanitizes residence hall kitchens in use daily.
- Much of University housing is designed for bathrooms contained within individual suites or units. Semi-private bathrooms, when practical, will be assigned to residents in order to assist with contact tracing as required under the CDC and state guidance. Isolation units will have private bathrooms.
- Only one person at a time may use laundry rooms in all residence halls.
- Behavioral signage reinforcing general health and safety precautions, including physical distancing, handwashing, and facial coverings, will be posted throughout all residence halls. Drew Facilities will increase routine cleaning to include once daily sanitization of public areas in residence halls, and twice daily sanitization of communal residential bathrooms. Cleaning will follow CDC protocols and industry best standards, with increased safety precautions.
- Hand sanitizing stations will be positioned at the entrance to each residence hall.
- Residents will be required to bring hand sanitizer and cleaning/sanitizing wipes to clean commonly used surfaces in their room. Residents will also be required to bring a caddy or basket for personal bathroom items. Bathroom signage will be posted to remind students:
  - not to place personal items directly on bathroom surfaces;
  - not to leave these items in the bathroom when they are not present; and
  - to notify residents of high-risk areas, such as sinks, toilets, and showers, with suggested best practices to prevent infection.
- Residents, residential directors, advisors, and those working in residence halls will receive educational training regarding appropriate cleaning, physical distancing, and health protocols, and be required to sign the Drew Community Pledge regarding community safety prior to move-in.

## Guests

- Access to residence halls will be limited to only residents of the respective building and essential staff. No visitors or outside guests will be permitted. This includes students of the University who reside in other residence halls. Commuting students will not be allowed access to the residence halls.
- In addition, Resident Assistants will work with all residents to establish roommate agreements. Stage 3 of the New Jersey reopen plan allows students to host guests from their own residence hall in their rooms, but this will be done in concert with any roommate/suitemates and further conditions may apply.

# On-Campus Residential Housing (cont.)

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## Isolation and Quarantine Protocols

- Drew will have designated isolation and quarantine spaces in residence halls for students who need to be isolated for COVID-19, and for students who need to quarantine and monitor symptoms because they have been exposed to someone with COVID-19 in accordance with University policy, Housing Guidelines for Isolation and Quarantine, and state guidelines. All students who are identified as needing isolation or quarantine will be required to go home or to their permanent residence for that duration of time as the first option, as geography and the home safety situation permits. On-campus isolation and quarantine spaces are to be utilized by residential students who are unable to return home. Drew has reserved 57 beds for quarantine, and 10 beds in 10 completely private units for isolation. Drew is also working to secure additional residential space at local hotels for quarantine.
- For students who reside in a suite with a contained bathroom: Students who require isolation will be removed from the suite and the other suitemates will remain in the suite under quarantine.
- Entry into the ill student's isolation room should be limited to those who have appropriate PPE. This would generally include University Health Services staff and Madison Police, Fire, or EMS, and only in the event of an emergency. The University has developed a protocol with Madison Borough authorities for interacting with a COVID-19 positive individual. Students in isolation will not be permitted to leave their room or have outside visitors enter the room.
- Provisions provided for isolation and quarantine rooms will include:
  - bed linens;
  - basic toiletries (toothbrush/toothpaste, soap, and tissues);
  - non-perishable food items (water bottles, crackers); and
  - basic facilities items (e.g., plunger, trash cans, trash bags).
- Residence Life will contact Facilities once the ill student vacates their room for complete sanitization and disinfection in accordance with health and safety protocols in place by the University.

# Computer Labs/Libraries



**DREW UNIVERSITY  
RESTART  
PLAN**

## Computer Labs

Drew University will minimize use of shared lab computers and printers during the 2020 fall semester, following the protocols described below, assuming New Jersey is in Stage 3 of reopening. This approach will be evaluated on an ongoing basis and modified as needed and as guidance changes. Should the State be in Stage 1 or Stage 2, Drew's computer labs and libraries will remain closed, offering scheduled curbside pickup of materials only.

The number of shared computer workstations can be reduced without substantial impact to learning by on-campus students. Drew undergraduate students are required to own a laptop with the same general software applications used in the labs (Media and Communications (MCOM) and Art exceptions noted below). Furthermore, students are required to adhere to the following:

- Primarily use their own devices.
- Submit coursework electronically.
- Students in Art and MCOM, who will be provided with Adobe Creative Suite licenses for installation on their own devices, are directed to complete as much work as possible on their own devices and use the specialized campus labs in Brothers College and Dorothy Young Arts Center only as needed for specialized work and printing.

All shared computing spaces will be modified to adhere to general capacity rules and the physical distancing guidelines issued by the state. All community members will wear face coverings in accordance with state restrictions for all shared indoor spaces. Behavioral signage in the computer labs will reinforce these requirements and health and safety precautions and protocols as described below. The computer labs will adhere to health, safety, and sanitation guidelines in place for the University. Hand sanitizer stations will be available, and University staff will routinely clean shared surfaces in accordance with prescribed health and safety guidelines.

When a computer lab needs to be used for specialized work and printing, the University will put the following protocols in place to minimize the use of shared computers and printers:

- Terminals will be blocked off, or furniture configurations will be modified, in order to maintain adherence to physical distancing requirements in computing labs.
- Behavioral signage in all computing labs will direct individual users to disinfect the keyboard, the mouse, and any other work surfaces before and after usage with provided cleaning supplies.
- Facilities will disinfect used labs once per day.
- Individual computer labs will only be utilized if they are subject to modifications that adhere to guidelines, and compliance with guidelines is monitored.
- The Library's Academic Commons computing area will have a significantly reduced density of workstations to ensure students and faculty are working at a safe distance in accordance with physical distancing rules. Printers will not be available.

# Computer Labs/Libraries (cont.)



**DREW UNIVERSITY  
RESTART  
PLAN**

## Drew Libraries

The Drew University Libraries consists of the Main Library and the United Methodist Archives and History Center facility (hereafter referred to as the “Archives”). The plan is to safely re-open facilities, with modified hours, using a phased opening approach that aligns with state, local, and federal guidelines; this plan will be evaluated on an ongoing basis to be modified as guidance changes. The Libraries will implement and maintain physical distancing, require face coverings, and maximum occupancy policies for community members in accordance with state restrictions for all shared indoor spaces. Signage in the Library will reinforce requirements for physical distancing and health and safety precautions and protocols. The Libraries will adhere to health, safety, and sanitation guidelines in place for the University. Hand sanitizer stations will be available, and University staff will routinely clean tables and other surfaces in accordance with prescribed health and safety guidelines.

The United Methodist Archives and History Center facility operates as a collaboration between the Drew Library Department of Special Collections and the General Commission on Archives and History of the United Methodist Church (GCAH). As discussed above, operations of the Archives will comply with all state, local, and federal guidelines and will be evaluated on an ongoing basis to be modified as guidance changes. Furthermore, all health and safety protocols will be abided by as discussed herein.

A summary of the additional aspects of the plan and protocols are provided below.

## Main Library

- Library services and information content will remain available, delivered online, or in a contactless manner mediated by staff.
- All services and information access will be delivered virtually to the extent possible, with staff working onsite only as needed for services and operations that require physical presence. Schedules for onsite staff will be coordinated to maximize physical distancing.
- Library staff will provide remote/online assistance to all students, faculty, and staff using software applications and platforms including but not limited to chat, email, phone, Zoom video conferencing, and Moodle.
- For print materials that do not have a digital equivalent, Library staff will provide a contactless curbside/lobby pickup service, with all returned materials sanitized and quarantined for 72 hours. Print items may also be scanned for electronic delivery.
- Library staff working onsite will retrieve items from the stacks upon request. Because physical distancing and materials handling protocols cannot be observed or enforced in the stacks, access to stacks will be restricted to authorized Library staff.
- When the semester starts, specific sections of the Library’s main floor Academic Commons and portions of the Center for Academic Excellence (CAE) will be open for students to study and work in accordance with all required physical distancing guidelines and marked with the appropriate behavioral signage. Additional areas may be considered where physical distancing, face covering, and cleaning requirements can be effectively observed and enforced by staff.

# Computer Labs/Libraries (cont.)



DREW UNIVERSITY  
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## Main Library (cont.)

- Other areas of the Main Library that may be used include the following:
  - The Kean Room may be scheduled for in-person instruction, with physical distancing guidelines in place. Students and faculty attending classes in the Kean Room will be directed to enter and exit the Kean Room through the front doors (circle drive) rather than through the Library to help manage occupancy count and minimize contact with staff and students working in the main part of the Library.
  - The Media Tech classroom and Digital Humanities (DH) lab may be available for faculty use by appointment.
  - The University Technology Help Desk will deliver services remotely to the extent possible. Onsite Help Desk services will be by appointment only
- No food or drinks will be permitted in the Library.
- Group Study Rooms will be closed; physical distancing of these spaces cannot be maintained, observed, or enforced. Other Library spaces where physical distancing cannot be observed or enforced will also be closed.
- The Library's Academic Commons computing area will have a significantly reduced density of workstations to ensure students and faculty are working at a safe distance in accordance with physical distancing rules. Printers will not be available.
- Signage will direct individual users to disinfect workstations before and after usage with provided cleaning supplies.
- Facilities will disinfect the areas once per day.

## United Methodist Archives and History Center

A summary of the protocols to be provided in the Archives are:

- Archival services and access will remain available, delivered online or contactless as mediated by staff.
- Services and access to collections will be delivered virtually to the extent possible, using software applications and platforms including but not limited to chat, email, phone, Zoom video conferencing, and Moodle.
- Staff will work onsite only as needed for services and operations that require physical presence. Schedules for Drew and GCAH onsite staff will be coordinated to maximize physical distancing.
- The Archives will remain locked and closed to walk-in visitors.
- The second floor classroom may be used by Archives staff for class meetings and demonstrations. Classroom use will be scheduled in advance and will adhere to maximum occupancy policies for shared indoor spaces, with all participants required to wear appropriate PPE and maintain appropriate physical distance.
- In-person consultations may be provided in special circumstances, by appointment, provided all participants wear appropriate PPE and maintain appropriate physical distance.

# Research



Drew plans for research, teaching research laboratory and individual faculty research laboratory usage will adhere to all State stage restrictions and requirements. All research, outside of the sciences, will continue to be conducted virtually when possible, in alignment with the Executive Order and state guidance. Field and laboratory research with faculty and students will be conducted on-campus and in accordance with all required safeguarding measures as discussed below. Additionally, any research that can be conducted remotely will continue in that manner when the campus reopens.

In the event the State moves back to Stage 1 or remains in Stage 2, Drew will revert to either virtual research only (Stage 1), or provide instructional lab research in accordance with cleaning protocols and state occupancy restrictions where physical distancing is possible (Stage 2).

## Communication of Plan and Protocols

All faculty and staff overseeing the operation of research and research labs will be required to review the compliance plan and implement the updated protocols as directed by the University and managed by the Dean's Office. Additionally, behavioral signage will be posted in all science and research labs outlining the required health and safety guidelines and updated cleaning protocols.

## Training

In addition to the required review and implementation of the plan, laboratory safety training procedures related to health and safety precautions are standard protocol for the use of all laboratory spaces and are conducted by instructional faculty and staff. Health and safety training sessions will be updated with protocols specific to COVID-19 restrictions. This training information will also be posted and available within the training hub on Drew's website.

## Health and Safety Guidelines for Laboratory Space

- In consultation with Drew's Environmental Health and Safety consultant, all laboratory PPE requirements have remained in place, along with additional COVID-19 requirements, in compliance with state guidelines and OSHA and CDC recommendations.
- All instructional lab spaces will be disinfected after each in-person lab session. Faculty, staff, and students will clean and disinfect shared laboratory equipment before and after utilization with the appropriate cleaning materials provided by the University.
- Proper air ventilation during and after laboratory use will continue in accordance with standard operating procedures and in alignment with state guidelines.
- The enhanced cleaning protocols that are applied across the University will also be applied in the research laboratories in accordance with CDC guidelines, OSHA guidance and best practices for safe operations in science laboratories.

# Research (cont.)



DREW UNIVERSITY  
**RESTART  
PLAN**

## Capacity and Mitigation

- All instructional research labs will run at 50% capacity, which provides ample space for physical distancing requirements.
- Staggered schedule of in-person and virtual labs that is in accordance with the University's hybrid model of course delivery will be implemented to ensure that all students are accommodated while also maintaining appropriate physical distancing.

## Individual Faculty Research Labs

- Individual faculty research laboratories will operate on a staggered schedule to limit capacity and align with state occupancy requirements for all laboratory researchers who need to conduct this research on-campus in shared laboratory space.
- Further, laboratory occupants in shared spaces will be required to maintain physical distance between each other in accordance with state guidelines.

## Institutional Review Board (IRB)

- IRB review will be limited to human subject research that is virtual or compliant with physical distancing and face covering requirements.

# Student Services



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Drew's student services plan adheres to all general safeguarding measures regarding face coverings, reduction of capacity whenever possible, physical distancing requirements, and cleaning protocols as recommended and outlined in Executive Order No. 155 and in accordance with state, CDC, and University policies.

In the event the State remains in Stage 2 or moves back to Stage 1 for the fall 2020 semester, the University is prepared to modify the below protocols and move to all virtual appointments and remote work.

## Appointments Are Primary

- The University will primarily provide student services remotely via appointments, whenever possible, to mitigate the risk of transmission of COVID-19 in waiting rooms, shared spaces and offices, and will ensure that all at-risk students, staff, and faculty have the opportunity to meet virtually.
- Remote and virtual appointments will be implemented via video or teleconferencing (or telehealth and telecounseling) in all student services offices, including but not limited to academic advising, academic coaching and tutoring, accessibility resources, career counseling, student conduct and engagement, and health and counseling services.

## General Safeguarding Measures Across Student Services Offices

When in-person work is conducted or when in-person appointments must transpire, capacity reduction and general safeguarding measures will be achieved by the following:

- Waiting areas and spaces frequented by students will have furniture rearranged, removed, or appropriately physically spaced.
- In-person appointments will be conducted in open, well-ventilated spaces, whenever possible, in which all individuals can maintain six feet physical distance, and wear face coverings and additional PPE, as warranted (e.g. Health Services staff).
- Signage will be posted to reinforce the requirement to make appointments ahead of time in order to adhere to health and safety guidelines, reduce capacity, and maintain physical distancing in indoor spaces.
- Behavioral signage will be used, when necessary, to redirect student traffic in shared indoor spaces to limit contacts and interactions.

## Cleaning Protocols

- Facilities will conduct daily sanitization of shared spaces. Private student services staff offices will be sanitized by the individual employee at the start/end of each shift with cleaning kits supplied by the University.

# Student Services (cont.)



## Additional Protocols for Student Activities and Student Engagement

- Virtual student events will be encouraged and primarily utilized for student programming and events.
- Social gatherings for the Drew community and in-person event capacity will be limited based on state guidelines for indoor and outdoor spaces. Outdoor events are being explored and, if implemented, will adhere to all state outdoor gathering limitations.
- Departmentally supported student organizations will continue to meet virtually.
- Student Engagement will manage all University ID Cards remotely and will use contactless delivery for new students and employees whenever possible.

## Training

- Virtual training will be provided to student leaders and professional staff to communicate the health and safety best practices, protocols, and new policies, including required face coverings, adherence with physical distancing guidelines, and cleaning protocols.
- Campus Life and Student Affairs staff will emphasize health and safety education and community standards protocols through residential programming.

## Compliance

- All compliance issues and potential violations of University policy will be handled via the Student Code of Conduct policies and procedures in addressing student behavior. The Office of the Dean of Students enforces student conduct and holds students accountable for actions that violate University policies.
- The Student Code of Conduct includes violations of the Drew Community Pledge, the COVID-19 health and safety protocols of the Drew community, and state regulations.
- Campus Security will support the Dean of Students Office for student adherence with all health and safety protocols and guidelines.

# Transportation

The logo for Drew University's Restart Plan, featuring the text "DREW UNIVERSITY" in a small font, "RESTART" in a medium font, and "PLAN" in a large, bold font, all contained within a black rectangular border.

The University will adhere to statewide guidance on transit available for each stage in compliance with Executive Order No. 125. Furthermore, all general safeguarding measures as outlined in Executive Order No. 155 will be maintained. This includes the following:

- University vehicles and golf carts that are shared will be cleaned and disinfected after each use or regularly between shifts by employees using University supplied cleaning kits.
- When possible, employees will utilize the same University vehicle throughout the working shift, and the vehicle will not contain more than one individual. In the event, two individuals (at a maximum) need to share the vehicle, windows will be opened to increase ventilation and face coverings will be worn.

On campus transportation of sick resident students will not be necessary as University Health Services is within a short walking distance from residence halls, administrative and academic buildings, dining halls, and athletic fields and practice/game areas.

- In the event a student needs to seek medical care off campus, then case-by-case arrangements may be made to assist students in transportation needs adhering to all safeguarding measures and protocols. All medical emergencies will be handled via Madison EMS services as coordinated by Health Services and Campus Security.

# On-Campus Dining



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The Campus Dining program and its operation will adhere to physical distancing guidelines and promote community health and safety in all dining venues on campus. While still in Stage 2, all operations remain grab-and-go, and seating from dining locations has been removed. When permitted by the state and in accordance with safety regulations, seating areas in the Commons and Ehinger Center will be reopened in accordance with safety regulations and occupancy limits in Stage 3. Drew is working with Aramark Dining Services to guarantee the appropriate level of supervision and dynamic line management, which will include creating separate lines during service and pick-up hours. A return to only grab-and-go service will be instituted should New Jersey return to Stage 1 or Stage 2.

## Health, Safety, and Cleaning Protocols

- When authorized by the Governor to move to Stage 3, maximum capacity in dining facilities will be reduced to allow for appropriate physical distancing in accordance with state guidelines. Any dining spaces that do not allow for required physical distancing, even with appropriate modifications, will be closed.
- Students, faculty, and staff will be required to wear face coverings to enter dining spaces, and while in all dining spaces unless actively eating or drinking.
- Sharing of food and utensils will not be permitted.
- Staff will serve students within the dining facilities to promote health and safety; self-service will be unavailable.
- Clear barriers (vinyl or plexiglass) will be erected along each service counter and cash register separating staff from customers. To ensure physical distancing, floor markings at six foot intervals will instruct customers on where to stand while waiting in line to enter the dining area or check-out.
- Directional signs will guide students through lines and help to manage the flow of traffic through the dining area.
- All interior dining seating arrangements will be modified to provide appropriate separation and meet appropriate capacity thresholds.
- Mobile ordering will be implemented this fall to reduce lines and improve the flow of traffic through dining spaces.
- Take out or grab-and-go options will remain available at all open dining locations. Dining facilities will use disposable food service items and eliminate the use of commonly shared items (e.g., reusable condiments). Reusable items, when necessary, will be disinfected per state guidance.
- As with other high-touch/high-use areas, locations in the dining hall and servery will be frequently cleaned throughout the day and evening.

## Isolation and Quarantine Protocols

- Students who are required to isolate or quarantine will have pre-packaged meals delivered to their isolation or quarantine location based upon the menus for the day. Students will email Dining and Residence Life with their meal selection. Meals will be picked up by a Residence Life Staff member and delivered to the isolation or quarantine location. Residence Life staff will leave the packaged meal outside the student's door, and call or text the student after leaving the site or building.

# On-Campus Dining (cont.)



**DREW UNIVERSITY  
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PLAN**

## Dining Employees

- Dining employees will be screened daily for symptoms, as well as have a temperature check upon reporting to work. All dining employees must wear face coverings and gloves while in dining facilities or providing food outside of the facilities for the purposes of outdoor dining and delivery.
- Dining employees will be trained in health and safety precautions, as well as necessary food handling, cleaning, and disinfection protocols. Additional employees will be hired to assist in wiping down and sanitizing dining tables between use as needed. As with other high-touch/high-use areas, locations in the dining hall and servery will be frequently cleaned throughout the day and evening.

## Dining Locations

- The McLendon Convenience store will have a capacity limit of only three student customers at one time. Clear plastic barriers will be in place to separate customers from employees. Mobile ordering will be implemented for customer convenience in the fall.
- Peet's Café will only be open during times when in-person courses are planned, and will have a capacity limit of only three customers at one time. Clear plastic barriers will be in place to separate customers from employees. Mobile ordering will be implemented for customer convenience in the fall.
- Starbucks will have designated standing locations so that customers can maintain appropriate distancing. Clear plastic barriers will be in place to separate customers from employees. Mobile ordering will be implemented for customer convenience in the fall.

# Study Abroad, Travel, and International Students

**DREW UNIVERSITY**  
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The University will continue its restrictions to non-essential travel throughout fall 2020 and will reevaluate travel for spring 2021.

## Study Abroad

- Study abroad will be suspended for fall 2020.
- For spring and summer 2021 study abroad will be evaluated in accordance with Drew's International Travel Policy. The international travel policy uses the guidelines of the United States Department of State (DOS) and the Centers for Disease Control and Prevention (CDC) for decisions about international travel and study abroad programming. Drew considers any country with a DOS Level 3 or 4 Travel Advisory "Reconsider Travel" or "Do Not Travel," or a CDC Warning Level 3 "Avoid Nonessential Travel," an elevated-risk destination. Drew-sponsored travel to those countries is prohibited unless approved by petition to the International Travel Oversight Committee.
- For any country with a DOS Level 2 Advisory "Exercise Increased Caution" or CDC Alert Level 2 "Practice Enhanced Precautions," Drew evaluates programs on a case-by-case basis to determine the appropriate course of action. Should the DOS or CDC increase the warning level for these countries from level 2 to level 3 status prior to travel, Drew will restrict travel as described above. If a warning level is increased while a Drew program is already in session, Drew will assess the situation to determine whether or not to suspend the program as, in some instances, remaining on site might be a better course of action.
- The Center for Global Education monitors each location individually, and base risk assessment on the following factors, which include:
  - Advisory levels (CDC and DOS)
  - Travel restrictions (airline, train, local, quarantines)
  - On-site staff and faculty capabilities
  - Local partners and vendor capabilities
  - Health care capabilities in host city
  - Drew's International Travel Oversight Committee ensures that a consistent set of travel standards is followed by all units of the University.
- All communications regarding study abroad are issued by the Center for Global Education in consultation with the International Travel Advisory Committee and the Provost. Information is available on Drew's COVID-19 website. It is also communicated to students, faculty, and staff via email from the Center for Global Education.

# Study Abroad, Travel, and International Students (cont.)



DREW UNIVERSITY  
**RESTART  
PLAN**

## Domestic and International Travel

- All Drew University-sponsored travel, both international and domestic, is prohibited until further notice and should not be planned or scheduled at this time for students, faculty, and staff with the exception of varsity athletic contests (within NCAA SSI (Sports Science Institute) guidelines and those specified by the local and state government, DOH, and the Landmark Conference) and faculty travel necessary for direct delivery of in-person instruction (e.g., travel related to delivery of nycTRECs).
- University travel will only be permitted in states that are not on the [New Jersey DOH Travel Advisory list](#), except if the employee resides in one of these states and is traveling within the same state.
- Employees who are asked to travel for business may request an accommodation to not travel based on their age, health, their role as primary caregiver for a member of their household, or as primary caregiver for a family member who lives elsewhere, who falls into one of the categories identified by the CDC as being at high risk for severe illness from COVID-19.
- The travel policy will remain in place until further notice. Drew will continue to evaluate and adjust this policy as needed, and will communicate changes via email and Drew's COVID-19 website.

## International Students

- International students will be able to study remotely in their home country. Those who are currently prevented from entering the United States due to federal restrictions may be able to transition to the instructional model during the semester depending on changes in travel restrictions.
- Drew's International Student and Scholar Services office will continue to monitor the requirements for international students to ensure compliance with all regulations and communicate to international students as appropriate.
- The university will comply with Immigration and Customs Enforcement guidance for the reporting of procedural adaptations for the fall semester, and will monitor and update F-1 student SEVIS records to meet current and anticipated SEVP requirements for fall 2020.
- International students at Drew will be registered full time in courses that are in compliance with ICE and SEVP (Student and Exchange Visitor Program) guidance.

# Athletics

The logo for Drew University's Restart Plan, featuring the text "DREW UNIVERSITY RESTART PLAN" in a bold, black, sans-serif font, enclosed within a black rectangular border.

Drew's plan for return to play is based on the NCAA SSI (Sports Science Institute) guidelines for resocialization of sport. These guidelines offer a three-phased approach to return to play that must also work within the guidelines specified by the local and state government, DOH, and the Landmark Conference. Drew will be following this phased approach and it can be found here: [NCAA Core Principles of Resocialization of Collegiate Sport.pdf](#). The Department of Athletics will be responsible for implementing and enforcing all health and safety protocols. Drew will follow the guidelines set forth by DOH, the Landmark Conference, and the NCAA should New Jersey return to Stage 1 or Stage 2 in the reopening plan.

## Training

- Prior to the return to campus, Drew will hold virtual education sessions for student-athletes, coaches, and staff on health and safety precautions, including mitigation strategies, hygiene, physical distancing, reporting of symptoms, and testing. Athletics will supplement these education sessions with written materials.

## Screening, Tracing, Quarantine, and Isolation

- Every athlete, coach, and athletics staff member will complete daily symptom checks through *Healthy Roster*. All individuals mentioned will have access to the mobile application and will be required to complete the questionnaire prior to arrival on campus or at practice. The questionnaire includes temperature check and in-depth questions regarding potential symptoms. The lead administrator for monitoring responses is Drew's head athletic trainer.
- Student-athletes will also be required to complete the *LiveSafe* screening prior to leaving residence halls or entering campus, for commuters.
- All symptomatic student-athletes must isolate until further direction from the athletic training staff is provided regarding testing and evaluation of symptoms can occur via telehealth with Health Services. Symptomatic coaches and staff members will be directed to Human Resources and their individual physician for follow up.
- Symptomatic student-athletes will be tested by Health Services and quarantined until test results are confirmed. Upon a positive test result, student-athletes will follow university housing guidelines for isolation and quarantine policy already in place and referenced in the Screening, Testing, and Contact Tracing Protocols section of this plan.
- Athletic trainers will work closely with the University regarding quarantine and isolation procedures.
- Student-athletes who are considered contacts with a COVID-19 patient may be removed from participation in athletics and asked to quarantine for an appropriate time as they undergo testing.

# Athletics (cont.)



**DREW UNIVERSITY  
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## Facilities, Equipment, and Meetings

- No outside visitors will be permitted in athletic facilities.
- Face coverings must be worn at all times at all athletics facilities unless it is not physically possible due to the type of physical exertion and/or sport activity.
- Physical distancing must be adhered to at all times in athletic facilities and offices unless it is not possible due to the type of physical exertion and/or sport activity.
- No locker rooms, common spaces, weight rooms, or training spaces are open during Phase 1 or Phase 2 of return to play.
- All athletics groups must strictly adhere to guidelines associated with proper hygiene and physical distancing.
- Hand sanitation must take place after touching any high-touch/high-risk surface or multi use area.
- Team meetings will be conducted virtually.
- When virtual meetings are not possible, team meetings will be held outside in areas where proper social distance can occur and face coverings will be worn.
- In-person team meetings are not permitted in Phase 1 of the University's plan.
- Each athlete will have their own ball and/or stick. In addition, all athletes will have access to and will be required to sanitize their equipment at the beginning and end of each practice. Sanitizing equipment and supplies will be provided by the University and will be readily available at the athletic facilities. In Phase 1 of Drew's plan, equipment will not be shared. Minimal equipment sharing will take place in Phase 2, while still following the sanitation protocol at practice.
- No fans, media, or visitors will be allowed in the stadium during practices or contests. Only team members, coaches, immediate support staff, athletic trainers, and other essential staff will be permitted in the stadium during contests and practices.
- Behavioral signage will be placed throughout athletic facilities to support adherence to physical distancing, face covering, and health and cleaning requirements.

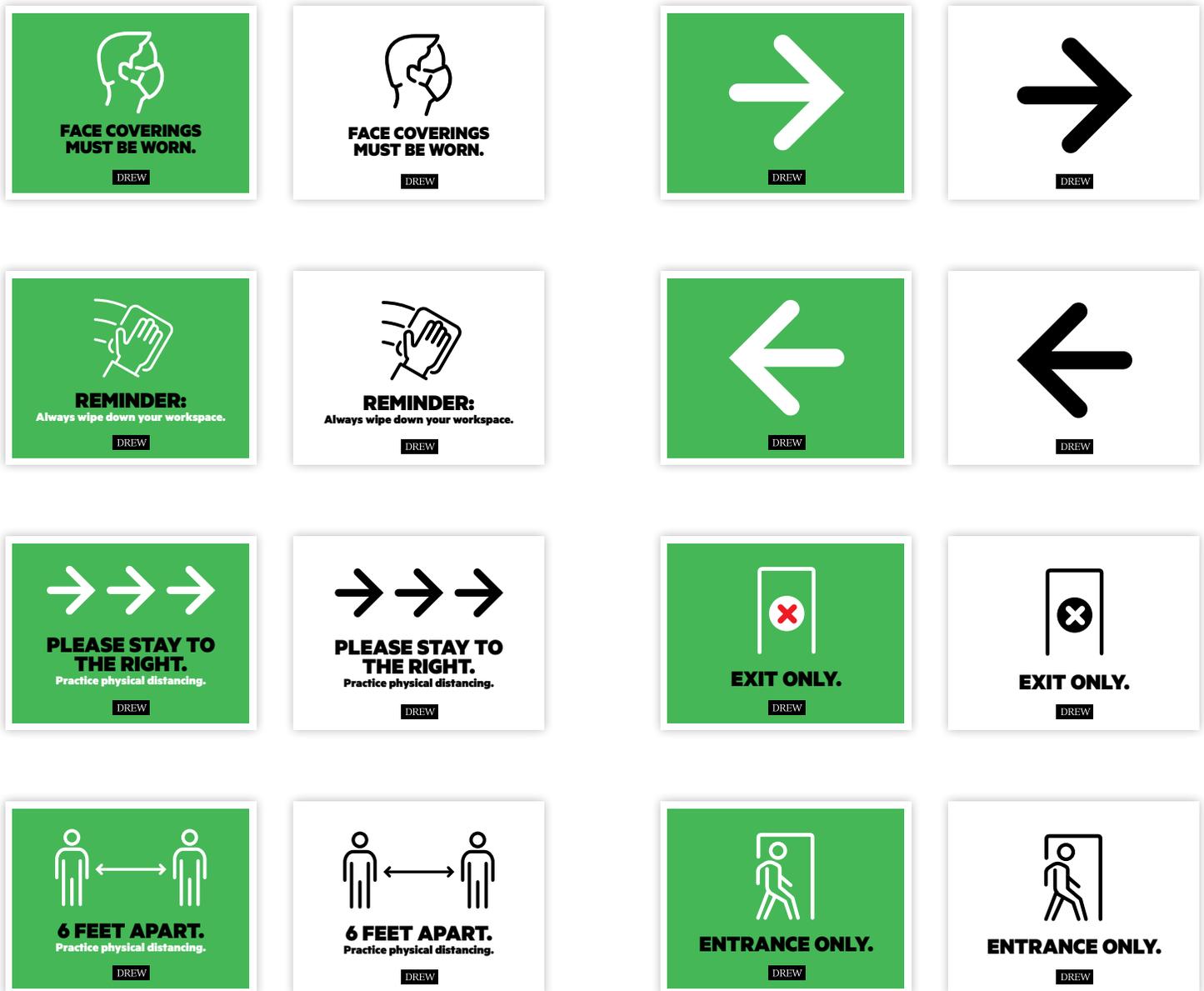
## Travel

- Team travel will be limited to ground travel for both conference and non-conference play for all fall sports. No travel will be permitted to states on the [New Jersey Travel Advisory](#) list. Athletic trainers will communicate with opposing institutions regarding campus protocols for visiting teams to ensure adherence to health and safety precautions.
- Drew will follow all Landmark Conference Game Day Policies.
- The head athletic trainer will work closely with Drew Health Services, university officials, and local, state, and conference partners. Drew University, under the work and guidance of the Landmark Conference, will follow Landmark and NCAA guidelines for all athletic related activity. These guidelines are stated in the NCAA SSI guidelines provided above as well and the Landmark Game Day policies also provided above. All protocols will adhere to the most current guidance of the local, state, NCAA, and conference offices.
- Athletes and coaches are required to wear face coverings on buses to/from contests.

# Signage

## DREW UNIVERSITY RESTART PLAN

All signage is downloadable and available to members of the Drew community at our online [Fall Reopen Safety Signage Toolkit](#).



# Signage (cont.)

**PLEASE WEAR YOUR FACE COVERING PROPERLY.**

DREW

**PLEASE WEAR YOUR FACE COVERING PROPERLY.**

DREW

**AVOID GATHERING WHILE WAITING.**  
Take the nearby stairs when possible.

DREW

**AVOID GATHERING WHILE WAITING.**  
Take the nearby stairs when possible.

DREW

Please wear your face covering properly. Wash your hands or utilize hand sanitizer frequently. Maintain 6 feet of physical distance from others.

**FOR YOUR SAFETY.**

DREW

Please wear your face covering properly. Wash your hands or utilize hand sanitizer frequently. Maintain 6 feet of physical distance from others.

**FOR YOUR SAFETY.**

DREW

**RIDE SAFELY.**  
Elevator occupancy 2 person limit.

DREW

**RIDE SAFELY.**  
Elevator occupancy 2 person limit.

DREW

**RESTRICTED ACCESS.**

DREW

**RESTRICTED ACCESS.**

DREW

**REMINDER:**  
Please wipe down your keyboard, mouse, and all other work surfaces before and after each use.

DREW

**REMINDER:**  
Please wipe down your keyboard, mouse, and all other work surfaces before and after each use.

DREW

**ONLY ONE PERSON AT A TIME MAY UTILIZE THIS LAUNDRY ROOM.**

DREW

**ONLY ONE PERSON AT A TIME MAY UTILIZE THIS LAUNDRY ROOM.**

DREW

**PER STATE GUIDANCE, WATER FOUNTAINS HAVE BEEN TURNED OFF.**

DREW

**PER STATE GUIDANCE, WATER FOUNTAINS HAVE BEEN TURNED OFF.**

DREW

**BOTTLE REFILLING STATION IS IN SERVICE.**  
Per state guidance, water fountains have been turned off.

DREW

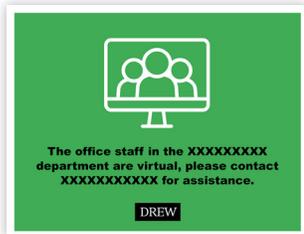
**BOTTLE REFILLING STATION IS IN SERVICE.**  
Per state guidance, water fountains have been turned off.

DREW

# Signage (cont.)



## Editable Signage



# Appendix A

## Submission of Institutional Plan for Restart Cover Sheet



### Institution Name: DREW UNIVERSITY

Date Submitted: July 17, 2020  
Key Contact(s): Barb Bresnahan  
Title: Chief of Staff  
Email: bbresnahan@drew.edu  
Phone: 973-408-3348

### Website for Restart Plan Posting: [COVID-19 Return to Campus Website](#)

*Note: Institutions do not need to wait for OSHE confirmation prior to posting to the website. The plan should go live on the website when it is submitted.*

### Components of Institutional Plan for Restart Checklist

*(Note: Before submitting, please review and check that the following components are included in the plan. The plan should be submitted with the headings below. If you are only submitting for certain sections, check only those that apply).*

- |                                                      |                                     |
|------------------------------------------------------|-------------------------------------|
| 1. General Safeguarding                              | <input checked="" type="checkbox"/> |
| 2. Screening, Testing, and Contact Tracing Protocols | <input checked="" type="checkbox"/> |
| 3. Instruction                                       | <input checked="" type="checkbox"/> |
| 4. On-Campus Residential Housing                     | <input checked="" type="checkbox"/> |
| 5. Computer Labs/Libraries                           | <input checked="" type="checkbox"/> |
| 6. Research                                          | <input checked="" type="checkbox"/> |
| 7. Student Services                                  | <input checked="" type="checkbox"/> |
| 8. Transportation                                    | <input checked="" type="checkbox"/> |
| 9. On-Campus Dining                                  | <input checked="" type="checkbox"/> |
| 10. Study Abroad and International Travel            | <input checked="" type="checkbox"/> |
| 11. Athletics                                        | <input checked="" type="checkbox"/> |
| 12. Other Information/Appendices (as needed)         | <input type="checkbox"/>            |

By signing below, the institution certifies that all statements provided are true and correct and that the institution will comply with all applicable requirements set forth in the Governor's Executive Orders.

\_\_\_\_\_  
Signature of President or Appropriate Designee

7.17.2020

\_\_\_\_\_  
Date