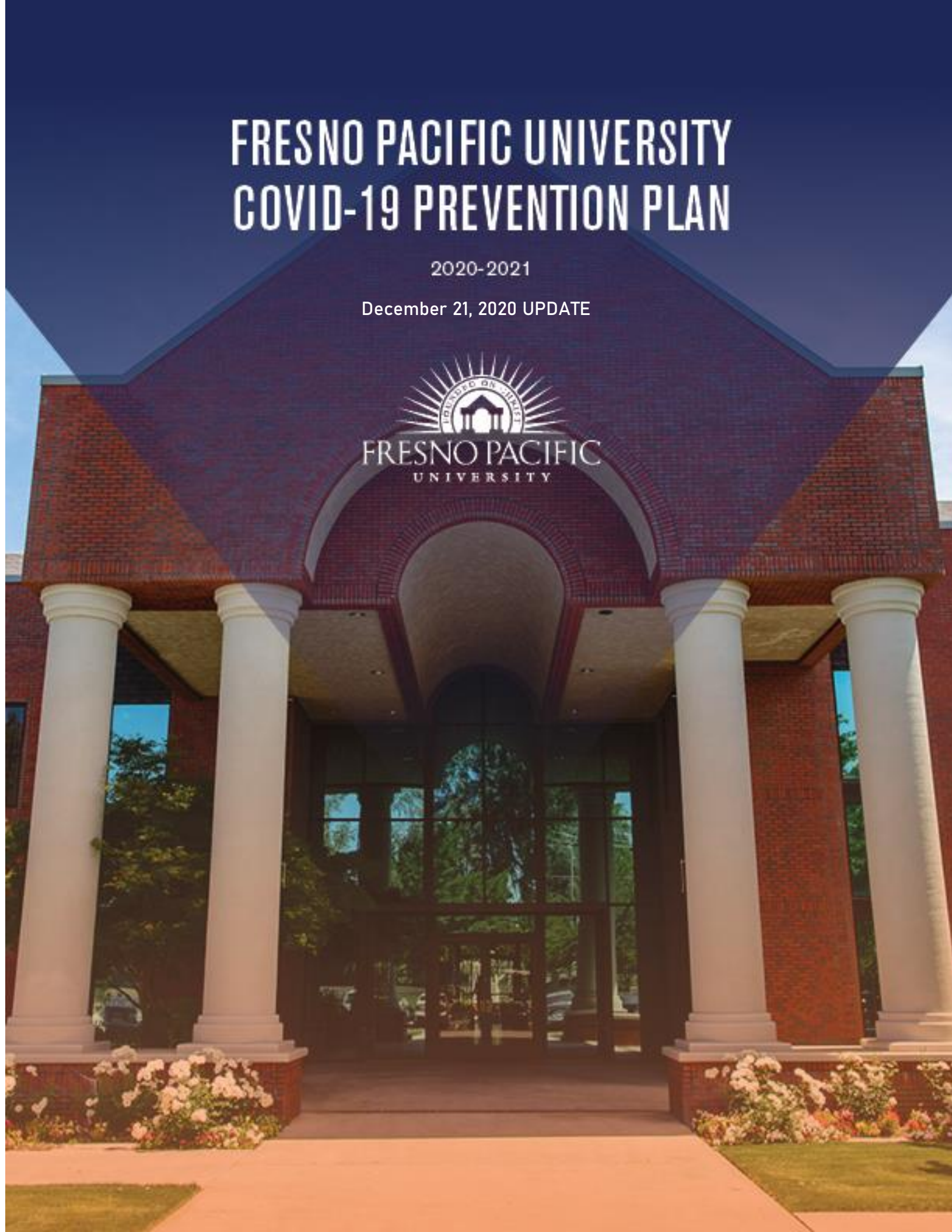


# FRESNO PACIFIC UNIVERSITY COVID-19 PREVENTION PLAN

2020-2021

December 21, 2020 UPDATE



[Fresno Pacific University](#) is committed to your safety and care during this very complex period of COVID-19. When we return to a mostly face-to-face curriculum, with exceptions as needed to protect the health of the vulnerable among us, we will continue to be alert to changing circumstances and follow the counsel of the Centers for Disease Control and Prevention, the Association of Independent California Colleges and Universities, the State of California, the Fresno County Department of Public Health and the extensive work of our Emergency Management Team and President's Cabinet.

Recognizing that the COVID-19 pandemic is in a fluid state, FPU will adjust measures as needed to provide for the safety of students and employees alike. Likewise, FPU may ease or relax protocols over time if we feel we can do so safely. Student, faculty, administration and staff safety continues to be our highest priority.

As we get closer to the start of face-to-face classes, additional and updated protocols will be identified and shared. For the latest developments visit [FPU COVID-19 INFORMATION](#).



**MY FPU**

You can also access the information through the MY FPU App. [My FPU Login](#)

While we cannot guarantee a COVID-19 free environment, we can reduce the risk. It will be each person's responsibility to adhere to all safety and social distancing protocols.

Please review and become familiar with the following guidance, policies and protocols for our community.

## **All Community Members**

1. Screening (My FPU App)
  - a. All community members, including commuter students and adult students on regional campuses, are required to be screened for COVID-19 symptoms when they enter campus on the COVID-19 screening tile on the MYFPU App.








Approved guests and individuals having trouble with authenticating into the MYFPU app on their mobile device, can navigate to <https://screen.fresno.edu> which will take them to a non-authenticated, mobile friendly, website that can be accessed from a smart phone or any web browser to complete the screening. Employees will need to have access to their Employee ID#.

- b. Residential students are required to self-screen for COVID-19 symptoms once a day on the COVID-19 screening tile on the MYFPU App. Residents who do not comply may be referred to the student conduct process.
  - c. Anyone who does not have a phone or compatible device will be able to be screened by the attendant at the campus entry points. A student ID# is required.
  - d. Anyone who is sick, has any of the following symptoms, has tested positive for COVID-19 or has been exposed or in close contact with someone with COVID-19 will not be able to access FPU campuses and is recommended self-quarantine.
    - i. Symptoms of COVID -19 are:
      - 1. Fever (Temperature of 100.4 or greater)
      - 2. Cough (productive or dry)
      - 3. Sore Throat
      - 4. Congestion or Runny Nose
      - 5. Shortness of Breath or Difficulty Breathing
      - 6. New Loss of Taste and Smell
      - 7. Chills
      - 8. Repeated Shaking/Tremors
      - 9. Muscle Pains or Body Aches
      - 10. Headache
      - 11. Nausea, Vomiting or Diarrhea
    - ii. Exposed or close contact means someone within six feet of an infected person for a total of 15 minutes or more over a 24-hour period, cumulative time, during the infectious period (starting from two days before illness onset or, for asymptomatic patients, two days prior to positive specimen collection until the time the person is isolated).
2. Reporting symptoms or testing information:
- i. All students will be able to contact the Campus Life Office to report symptoms and testing information.
  - ii. Residents can report symptoms or testing information to any residence life staff member.
  - iii. Employees that stay home because they are experiencing symptoms of COVID-19 or are otherwise ill should notify their supervisor that they are unable to report to campus prior to the start of their shift. If an employee feels they are still able to work, their supervisor may authorize remote work for that day.
    - 1. If an employee (except Faculty) reports that they have COVID-19 symptoms or if they report they are going to be or have been tested for COVID-19 they should notify their

- supervisor. The supervisor will then immediately contact the Human Resources Office for further instructions.
2. If a Faculty member has COVID-19 symptoms or if they are going to be or have been tested for COVID-19 they should notify Human Resources immediately for further instructions.
- d. If a community member learns they have been exposed to someone with COVID-19, or if they are getting tested for COVID-19 or if they received a positive test for COVID-19 and have been on a FPU campus within the last five days and it is after regular business hours or a weekend they should notify Campus Safety immediately at 559-453-2298.
  - e. Any asymptomatic community member who has been exposed (within six feet of someone with COVID-19 for more than 15 minutes, starting from two days prior to positive test date) to someone with COVID-19, is required to quarantine for 10 days after the last exposure.
  - e. Any community member who has COVID-19 symptoms is required to self-isolate for 10 days from the onset of the symptoms.
    1. Employees may continue to work remotely from home if they are able.
    2. Students may continue to attend classes remotely from home or their residence hall room if they are able.
  - f. Any community member who discloses that they have been exposed to someone with COVID-19 symptoms, who are being tested for COVID-19 or who have COVID-19 will be interviewed by a COVID-19 Rapid Response Team. Students will be interviewed by a Rapid Response Team from campus life or a team from each regional campus, and employees will be interviewed by a Rapid Response Team from human resources. The purpose of these interviews is to provide appropriate care to the reporting community member, to determine the level of exposure to others within the FPU community and to determine the appropriate next steps to be taken, including but not limited to cleaning and sanitizing, required notifications and to provide for the safety for all community members.
    3. During office hours:
      - a. Main campus students: Campus Life 559-453-2249  
Office hours - Monday-Friday 8:00 a.m. - 5:00 p.m.
      - b. Regional campus students:

Current remote office hours are Monday – Thursday 8:00 a.m. – 7:00 p.m. & Friday 8:00 a.m. – 5:00 p.m. (When face-to-face instruction resumes in-person office hours will be Monday-Friday 8:00 a.m. – 10:00 p.m. & Friday 8:00 a.m. – 5:00 p.m.)

- i. Bakersfield 661-617-4500
- ii. Merced 559-354-5900
- iii. North 559-573-7800
- iv. Visalia 559-302-4100
- c. Human Resources 559-453-2115  
 Office hours Monday-Friday 8:00 a.m. – 5:00 p.m.
- 4. After Office Hours:
  - a. Campus Safety – 559-453-2298
- 5. Monday-Friday 5:00 p.m.-8:00 a.m.; Saturday-Sunday
- g. The university will use the following chart to determine how to advise community members (based on guidance from the Fresno County Department of Public Health) regarding next steps for anyone who discloses that they have been exposed to someone with COVID-19 symptoms, who are being tested for COVID-19 or who have COVID-19 (\*updated 12/17/20 based on new guidance from the California Department of Public Health):

<b>Person A</b> 	<b>Person B</b> 	<b>Person C</b> 	<b>Person D</b> 
<p>Any person who has tested positive for COVID-19 (Confirmed with lab results)</p> <p><b>With Symptoms:</b>            Isolation until the following requirements have been met:  <input checked="" type="checkbox"/> 10 days since symptoms first appeared <b>and</b>  <input checked="" type="checkbox"/> 24 hours with no fever without the use of fever-reducing medicine <b>and</b>  <input checked="" type="checkbox"/> Symptoms have improved            *The 24 hours without fever may possibly occur within the 10 days of isolation, or after the 10 days of isolation</p> <p><b>Without Symptoms:</b>            Isolate for 10 days from test date:  <input checked="" type="checkbox"/> Monitor self for symptoms, take temperature twice a day  <input checked="" type="checkbox"/> Released from isolation after 10 days have passed as long as no symptoms have been present</p>	<p>Any person who lives in the same household with Person A</p> <p><b>Asymptomatic/No Symptoms:</b>  <input checked="" type="checkbox"/> Quarantine for 10 days following date of last exposure including complete separation from the person in your house with COVID-19. Continue to monitor for symptoms for 14 days. This means no contact, no time together in the same room or sharing of spaces such as kitchen and bathroom.  <input checked="" type="checkbox"/> Quarantine to continue for 14 days after Person A completes isolation if unable to avoid exposure to Person A</p>	<p>Any person with close contact to Person A            +15 Minutes, &lt; 6 Feet, Index masked or unmasked</p> <p>Quarantine immediately and for 10 days following date of last exposure. Continue to monitor for symptoms for 14 days.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Contact Health Department with any questions</li> <li><input checked="" type="checkbox"/> Monitor self for symptoms, take temperature twice a day</li> <li><input checked="" type="checkbox"/> Notify primary care provider if symptoms develop</li> </ul>	<p>Any person who has had exposure to Person B or C</p> <p><b>QUARENTINE OR ACTION MAY BE REQUIRED</b> particularly if Person B or C develops symptoms OR test positive and Person D had contact with Person B or C within 14 days.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Contact your supervisor and/or Human Resources or Campus Life with information regarding timing and exposure</li> <li><input checked="" type="checkbox"/> Contact primary care provider to see about testing</li> </ul>
<div style="display: flex; align-items: center; justify-content: center;">  <h2 style="margin: 0;">Recovered and Released</h2> </div> <p><b>Definitions:</b></p> <ul style="list-style-type: none"> <li>• <b>Index Case</b> person with a positive COVID-19 Test</li> <li>• <b>Isolation</b> separation of sick people with a contagious disease from people who are not sick</li> <li>• <b>Quarantine</b> separation and restricts the movement of people who were exposed to a contagious disease to see if they become sick</li> <li>• <b>Close Contact</b> someone who has spent 15 minutes or more within 6 feet or less of the index person unmasked, starting from 48 hours before the person began feeling sick</li> </ul>			

***Find a testing site located near to you:***

- Fresno County: [Fresno County COVID-19 Test Sites](#)  
[Find a Testing Location Near to You](#)
- Kern County: [Find a Testing Location Near to You](#)
- Kings County: [Find a Testing Location Near to You](#)
- Madera County: [Find a Testing Location Near to You](#)
- Merced County: [Find a Testing Location Near to You](#)
- Tulare County: [Tulare County COVID-19 Test Sites](#)  
[Find a Testing Location Near to You](#)

**3. Safety Measures**

***a. FPU Policy on Face Coverings***

***Face coverings are required to be worn, on all campuses, while inside buildings and outside if unable to properly social distance from others.***



***\*On FPU Main Campus, once you enter the check-point and you are within the fenced-in area of campus, you are required to wear a mask at all times (including outdoors) with the following exceptions:***

- i. If you are alone inside your office with the door closed***
- ii. See Residence Life Office section for further information***

People in California must wear face coverings when they are in the high-risk situations listed below ([California Department of Public Health Guidance for the Use of Face Coverings](#)):

- i. Inside of, or in line to enter, any indoor public space
- ii. Obtaining services from the healthcare sector in settings including, but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic or blood bank
- iii. Waiting for or riding on public transportation or paratransit or while in a taxi, private car service or ride-sharing vehicle
- iv. Engaging in work, whether at the workplace or performing work off-site, when:
  1. Facial coverings are required to be worn while inside buildings and outside if unable to properly social distance from others.
  2. Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time.

3. Working in any space where food is prepared or packaged for sale or distribution to others.
  4. Working in or walking through common areas, such as hallways, stairways, elevators and parking facilities.
  5. In any room or enclosed area where other people (except for members of the person's own household or residence) are present when unable to physically distance.
  6. Driving or operating any public transportation or paratransit vehicle, taxi or private car service or ride-sharing vehicle when passengers are present. When no passengers are present, face coverings are strongly recommended.
- i. The CDPH also identifies individuals exempt from wearing a face covering, including but not limited to persons with a medical condition, mental health condition or disability that prevents wearing a face covering, and persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication. If an individual who would otherwise be required to wear a face covering because of frequent contact with others cannot wear one due to a medical condition, they should use a non-restrictive alternative, such as a face shield with a drape attached to the bottom edge, and if the medical condition permits.
1. If you are working on campus and need an accommodation for wearing a face covering please contact the [Human Resources Office](#).
  2. If you are attending a class on campus and need an accommodation for wearing a face covering please contact the [Disability Services Office](#).
  3. Students and faculty who need a "window" face covering can contact [disability services](#).

Learn [How to Safely Wear and Dispose of a Cloth Face Covering](#)

- i. Wearing a face covering properly can help prevent exposure of people near the wearer and the wearer, but does not replace the need for physical distancing and frequent handwashing.
- ii. Face coverings must cover the nose and the mouth.
- iii. Hands should be washed or sanitized before and after using or adjusting face coverings.
- iv. Avoid touching eyes, nose and mouth.
- v. Face coverings must not be shared and should be washed or discarded after each use.





- iii. Do not use any hand sanitizer that may contain methanol as per FDA Advisory. Methanol is dangerous to both children and adults.
- d. *Coughs and Sneezes*
  - i. Cover coughs and sneezes with a tissue or use the inside of the elbow.
  - ii. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- e. *Immunization Against Influenza as per California IHE Guidance*
  - i. FPU strongly recommends that all students and employees be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:
    - 1. Protect the campus community.
    - 2. Reduce demands on health care facilities.
    - 3. Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the IHE and public health authorities.
  - ii. FPU strongly recommends that all students and employees be immunized against the COVID-19 virus unless contraindicated by personal medical conditions.
- f. *Cleaning and Sanitizing*
  - i. The university will sanitize classrooms between each class.
  - ii. The university will sanitize all high-touch surfaces such as door handles, light switches and handrails daily.
  - iii. The university has alcohol wipes or other IT-approved cleaning options available for users to sanitize university-provided electronic equipment such as computers, copiers and printers. Hand sanitizer and cleaning supplies can be requested by office managers for their area through the work order system found at: [School Dude Work Order](#). Never spray anything directly on electronic equipment. If a spray cleaner is provided, spray the cleaner on a towel first and then wipe the equipment with the towel. [IT Equipment Cleaning Instructions](#)
  - iv. Avoid sharing phones, supplies or equipment wherever possible. When not possible, disinfect between use (such as lab equipment, transportation, etc.).
- g. *Gatherings and events*
  - i. At this time, [all individuals living in the State of California are currently ordered to stay home or at their place of residence, except for permitted work, local shopping or other permitted errands, or as otherwise authorized.](#) As these orders are

- relaxed, the university will operate in compliance with the limitations established.
- ii. The following interim event and meeting restrictions will be in place for all university community members until further notice:
    1. Events and meetings not directly related to university essential business or functions are not permitted in-person at this time.
    2. Indoor events and meetings are not permitted at this time.
    3. The following guidance from the [California State COVID019 Industry Guidance: Institutions of Higher Education](#) will be considered when determining appropriate indoor gathering restrictions and allowances:
      - a. **Purple – Widespread – Tier 1:** Gatherings are prohibited.
      - b. **Red – Substantial – Tier 2:** Gatherings are permitted but must be limited to 25% capacity or 100 people, whichever is fewer, with modifications.
      - c. **Orange – Moderate – Tier 3:** Gatherings are permitted but must be limited to 50% capacity or 200 people, whichever is fewer, with modifications.
      - d. **Yellow – Minimal – Tier 4:** Gatherings are permitted but must be limited to 50% capacity, with modifications.
  - iii. Outdoor events are restricted to no more than 25 people, facial coverings and social distancing are required.
  - iv. All other meetings are encouraged to be virtual or outdoors, and are restricted to no more than 25 people, facial coverings and social distancing are required if meetings are not virtual.
  - v. Exceptions can be requested in writing and are to be directed to the president or provost. All recipients of pre-approved exemptions are to notify the Campus Safety Office regarding their exemption approval, date, location and number of people expected at the event. All event attendees will be considered pre-approved guests and must follow the pre-approved guest policies stated in this document.
  - vi. Campus access restrictions, social distancing and facial covering requirements must be followed.
- h. Campus Visitors*
- i. FPU will, in the best interest of our community and consistent with the State of California, Fresno County, the City of Fresno and the Fresno County Department of Public Health guidelines, for all

- campuses and until further notice, temporarily limit visitors to those who are essential for the university's operations. In general visitors are not permitted unless approved by the president, provost or a vice president, or they may qualify for one of the pre-identified exceptions stated below.
- ii. Access to all university campuses is restricted to FPU students attending courses (when face-to-face instruction resumes), to accessing on-campus academic support resources (provided they are open), approved essential faculty and staff, residential students currently living on the main campus and *invited* guests as defined below.
    1. Access to FPU controlled areas on regional campuses (in the event that the building is shared with other tenants) will be restricted to the areas only controlled by FPU.
  - iii. Invited or pre-approved campus visitors must abide by all university policies while on FPU campuses, including the requirement to check-in to campus (Hamilton Gate for main campus), screen for COVID-19 symptoms, wear a face covering and social distance. Hosts of guests must notify the Campus Safety Office of their approved guest(s).
  - iv. Invited guests must be essential for the university's operations such as:
    1. Designated vendors and service operators with essential campus business.
    2. Invited guests for essential university business (approved by president, provost or a vice president).
    3. Pre-registered campus admission tour guests.
    4. Ride-hailing and food delivery drivers for the limited purpose of delivery.
    5. Limited number of guests to assist residents moving in or out of campus housing.
  - v. When face-to-face instruction resumes:
    1. Visiting athletic teams (athletes, coaches, staff, no spectators) coming to FPU to participate in pre-approved competition.
    2. Invited guest lectures.
    3. Invited donors and alumni.
  - vi. While on campus, invited visitors are limited to designated areas for the purpose of their visit including lobbies, customer service areas, conference or meeting rooms and public restrooms.

*g. Travel*

The following interim travel restrictions will be in place for all university community members until further notice:

i. University-sponsored travel

Given the spread and travel impacts of COVID-19, FPU is prohibiting all university-sponsored international and domestic travel until further notice. University-

sponsored means: on university business; as part of a university-sponsored activity, with university funds; or with donor or grant funds secured through the university. Rare exceptions will be considered on a case-by-case basis and should first be vetted through the traveler's supervisor and the provost or a vice president. Trips should *not* be scheduled prior to final approval.

When approved by the president, travel for university athletic teams to sanctioned competition will be an approved exception.

ii. Personal travel

Personal travel is an individual decision not governed by university policy. However, university community members should be aware their personal travel could impact their ability to return to a university campus, with associated work or school implications. Community members who have traveled internationally will not be allowed on any university campus until they have completed a 14-day quarantine, as mandated by the Centers for Disease Control and Prevention. Residents who live in on-campus housing must notify residence life regarding their travel plans before returning to campus. Staff in on-campus housing may return to their home to complete this quarantine but may not access other campus spaces during this time.

iii. 14-day restriction from university campuses

Students and employees assume all responsibility for their travel decisions to international destinations, including any consequence related to an inability to complete their coursework or fulfill their job duties immediately following their return. Prior to embarking on a trip that results in quarantine upon return, employees should discuss the implications with their supervisor, and students should discuss the implications with their professors. If accommodations to work remotely during this



- quarantine are not possible, employees may use vacation or sick time during this period.
- iv. The university will require staff and faculty to adhere to quarantine and isolation mandates by the CDC, state, county and local authorities but will not dictate location. Individuals should quarantine at their primary residence or an off-campus location of their choosing. On-campus options outside of one's primary residence will not be available except in the event that the staff member is a residence life staff member.

## **Students**

### **All Students**

1. [The Sunbird Food Pantry](#) on main campus will be open for all FPU students who need to access food. All items will be pre-packaged for take-out and are not to be eaten in the food pantry area.
2. For up-to-date information on class schedules visit the Registrar's Office web page at: [Registrar's Office](#)
3. [Important Contact Information](#)
4. Frequently asked questions for students can be found at the following locations:
  - [New Traditional Undergrad Student Q&A](#)
  - [Returning Traditional Undergrad Student Q&A](#)
  - [Degree Completion Student Q&A](#)
  - [Graduate Student Q&A](#)
5. Classrooms and Instruction: In-person lectures will be determined based on the Tier that the county is in at the time. Information about which tier each county is in can be found at <https://covid19.ca.gov/state-dashboard/>. In addition, the [California State COVID19 Industry Guidance: Institutions of Higher Education](#) provides additional information for in person classes.
  - a. Some courses conducted in certain indoor settings, like labs and studio arts, may be open in all tiers.
  - b. Seating in classrooms will be at least six feet apart.
  - c. In-person lectures will be based on the following:
    - i. **Purple – Widespread – Tier 1:** Lectures are prohibited. Some courses conducted in certain indoor settings, like labs and studio arts, may be open.
    - ii. **Red – Substantial – Tier 2:** Lectures are permitted but must be limited to 25% capacity or 100 people, whichever is fewer, with modifications. Some courses conducted in certain indoor settings, like labs and studio arts may be open at regular capacity.
    - iii. **Orange – Moderate – Tier 3:** Lectures are permitted but must be limited to 50% capacity or 200 people, whichever is fewer, within

- modifications. Some courses conducted in certain indoor settings, like labs and studio arts may be open at regular capacity.
- iv. **Yellow – Minimal – Tier 4:** Lectures are permitted but must be limited to 50% capacity, with modifications. Some courses conducted in certain indoor settings, like labs and studio arts may be open at regular capacity.
    - d. All students and faculty will be required to wear face coverings in in-person classes and in all public spaces on campus. (“Window” masks will be available for faculty who are teaching hearing-impaired or hard-of-hearing students).
    - e. Classrooms will be sanitized between sessions by electrostatic sprayers which are equipped to sanitize a classroom quickly.
    - f. Most classrooms will be equipped for synchronous live streaming with cameras, microphones and recording capability.
  6. If you wish to attend a scheduled face-to-face class virtually (you will have to virtually attend at the same time that the class is meeting), you must do the following:
    - a. Complete the **Remote Attendance Request Form** (link will be found on the Registrar’s Office webpage – form is currently in development).
    - b. Students can use this form through the second week of TUG and Grad classes and through the end of the first week of DC classes (must be redone in each of the three DC sessions).
    - c. A separate form must be completed for each class.
  7. If a student or family member in the same household should fall ill, a student can use this form to move to virtual attendance for the remainder of the semester or during a quarantine period. In this case, please also contact your faculty member.
  8. After face-to-face instruction resumes, should the public health situation deteriorate such that all in-person classes are suspended for a period FPU will be prepared to move into remote instruction.
  9. If you are at higher risk for severe illness and need academic accommodations contact [Disability Access and Education](#) at [disability.services@fresno.edu](mailto:disability.services@fresno.edu).
  10. If you need to talk to someone visit the [On-Site Counseling Center](#) or the [Office of Spiritual Formation & Diversity](#).

#### **Residential Students (in addition to above “students”)**

During Fresno Pacific’s online experience, on-campus housing will be made available to those students with a significant need. If you would like for your circumstances to be taken into consideration for housing, contact the [Residence Life Office](#).

Residence life will continue to evaluate housing options in light of ordinances and guidance from the state, county, local offices and the Fresno County Department of Public Health.

### **Residence Life & Housing when Face-to-Face Instruction Resumes**

Campus Life is committed to making a place for all first-year students in residence halls on the main campus.



1. Rooms will be primarily single occupancy, with some larger rooms open for two students. Some Fresno-area students will be asked to commute to campus for the fall semester to ensure safe practices.
2. Residents not already being tested regularly through FPU Athletics will be surveillance tested once a month through the Nurse's office assisted by the Office of Student Development. Testing will be conducted once a week on 25% of the population of residents. Of this 25%, students will be split up within living areas so that at least one person from each living area is tested each week to maximize the effect of our surveillance testing.
3. Housing check-in for residential students will be through appointment only through Residence life.
4. Common Areas
  - a. *Kitchens*
    - i. Common area (suites) – All common area kitchens will be closed unless otherwise communicated by residence life.
    - ii. Houses, apartments and condos – All kitchens in houses, condos and apartments will be available for use with additional cleaning protocols which will be communicated by residence life.
  - b. *Restrooms*
    - i. Shared restroom in module common areas will be sanitized by the facilities department once a day.
    - ii. Plexiglass partitions will be installed between sinks in all restrooms with more than one sink.
    - iii. Residents in modules sharing restrooms will be issued a shower caddy to contain all their personal grooming items. Personal grooming items should never be placed directly on bathroom counters.
    - iv. Residents will be required to clean the sink and counter in restrooms before and after each use.
    - v. Residents are encouraged to use the same shower and bathroom stall.
5. Guests or visitor privileges in housing areas are temporarily suspended until further notice.

6. Visitation hours for residents are temporarily suspended until further notice.
7. Dining Hall Services:
  - a. Until permitted to have eat-in dining, meals will be limited to pre-packaged or take-out items.
    - i. Eating in indoor common areas typically used to consume meals is currently not permitted at this time.
    - ii. Meals must be consumed outside or alone in an office or assigned housing bedroom, with the door closed.
  - b. When permitted to have eat-in dining:
    - i. The dining hall may be made available to students only.
    - ii. The large round tables, in the dining room will seat four and will have plexiglass dividers for students who choose to eat in the dining hall. Small tables will seat one.
    - iii. Diners will wear masks at all times in the dining hall, except when they are sitting to eat or drink.
    - iv. Take-out or pre-packaged options for meals will continue.
  - c. Charlotte's Corner will remain open for students and employees. Boxed lunches will be available for purchase.
7. Residents who become ill will be asked to self-isolate or quarantine at home. However, rooms will be set aside on campus in the event that a student cannot do so at home. [Quarantine vs Isolation](#)

### **International Students**

International students traveling to FPU from international destinations will need to quarantine for two weeks upon arrival in the states. Some will choose to come back early and quarantine at a friend/relative's house, others will need to do so on FPU's campus. Residence life will work with students to make sure they have the proper environment to do so, whether that be in their assigned living space or on the quarantine floor in Jost Hall.

International students that have not gone home or have been back in the states for at least two weeks before arriving on campus will not need to quarantine for two weeks unless, of course they show symptoms which will put them into the normal Covid-19 plan described in this document.

### **Student-Athletes**



Fall sports have been cancelled and winter and spring sports will be evaluated based upon updated CDC, state and local guidance, as well as the Fresno County Department of Public Health, the NCAA and the PacWest. The Fitness Center is closed until further notice. [County Data Monitoring](#)



When permitted to resume, all student-athletes (SA's) will be required to complete physical paperwork prior to return to campus. A physical will be arranged shortly thereafter. SA's shall complete one (or more) daily screens and must enter through the Sports Medicine Clinic for temperature checks. Once cleared they will be provided a paper bracelet that indicates clearance for the day.

Many changes have been made to our facilities ensuring social distancing where possible. The Department of Athletics is working closely with the PacWest, WWPA, PCSC and NCAA to ensure a safe return for all student-athletes and staff. This may include testing measures as well as other expectations laid out in CDC, federal, local and state guidelines. Education materials are available on our website. [General Health and Wellness Guide for FPU Student Athletes](#)

## **Employees**

Most employees will continue to work remotely from home. Supervisors, with the approval of their vice president, will determine essential employees who will return to work on campus. Essential employees are those needed to maintain FPU facilities, provide housing, provide COVID-19 institutional response and select individuals requiring specialized equipment only available on campus, to perform their assigned duties. This list will expand in the coming months, upon approval, in order to support face-to-face instruction. Employees returning to campus to work will need to complete the "COVID-19 Return to Work Policy" available at [Return to Work Form for Employees](#) prior to returning to campus.



The following information is additional for all employees and includes the information in the "All Community Members" section above.

1. Office/Desk/Area Sanitation:
  - a. Cleaning and sanitization of personal offices are the responsibility of each employee. At the beginning and end of each workday, each employee is responsible for disinfecting their own workspaces. This includes wiping down of keyboards, hard surfaces, phones, pens, desk chairs, etc.
  - b. Service counters should be sanitized frequently throughout the day.
  - c. Payment portals and pens must be sanitized after every use.
  - d. Conference/meeting rooms are to be sanitized by the users before and after every use.

- e. Shared spaces, such as lobbies, lounges, hallways, restrooms, break rooms and conference/meeting rooms, will be sanitized and cleaned by the university once a day.
2. Hand sanitizer and cleaning supplies can be requested by office managers for their area through the work order system found at: [School Dude Work Order](#)
3. Plexiglass barriers are provided for all service counter and reception areas.
4. Remote Work
  - a. The **Temporary Remote Work Agreement** and **Temporary Remote Work Equipment Agreement** forms can be found on the intranet at [intranet.fresno.edu](http://intranet.fresno.edu) under the **Department & Office** and **Human Resources**.
  - b. Eligibility for remote work is determined by the supervisor and approved by the Vice President of each area.
  - c. If working remotely, employees must complete the Remote Work Agreement form.
5. If you believe you have contracted COVID-19 while working on campus you must immediately notify your supervisor and the Human Resources Office.
6. If you or an immediate family member are ill, we encourage you to stay home and care for yourself and your family. You are eligible to use your accrued sick time or vacation to receive compensation. If you are going to be absent more than three consecutive days, please contact human resources at [hr@fresno.edu](mailto:hr@fresno.edu) or 559-453-2115 as you may be eligible for a leave of absence under the Family Medical Leave Act/ California Family Rights Act. If you are diagnosed with Covid-19, please notify your supervisor immediately as this may be considered a workplace injury, and we will need to follow our Workers Compensation protocols. See additional information on [government programs supporting sick leave and worker's compensation for COVID-19](#).
7. In compliance with state regulations, FPU is providing, in addition to regular sick time, up to two weeks of "COVID-19 Sick Time" based on average hours worked in a week, to be used only for COVID-19 related absences due to COVID-19 related symptoms, exposure or illness. This is to allow employees to make wise health decisions without having to weigh their health against the economics of missing work. This COVID-19 program expires on December 31, 2020.
8. Employees working with vendors, independent contractors, temporary or contract workers and volunteers are to ensure that they have been properly informed about campus COVID-19 prevention policies and that they have provided their employees with the appropriate PPE before entering campus or working with students or employees in person.
9. If you are at higher risk for severe illness and need work accommodations contact human resources at [hr@fresno.edu](mailto:hr@fresno.edu).
10. [Employee Assistance Program](#)

## **Faculty**

### **When Face-to-Face Instruction is Permitted:**

1. Some faculty members who are in “high-risk” categories will be approved to teach their entire course using distance methods. Human resources is working to accommodate requests for online teaching (faculty) and staff who wish to work remotely. Our desire is to be consistent across the campuses.
2. Faculty and students will be required to wear face coverings while in class. If a faculty member who would otherwise be required to wear a face covering because of frequent contact with others cannot wear one due to a medical condition, and if the medical condition permits it, the faculty member should wear a non-restrictive alternative, such as a face shield with a drape attached to the bottom edge. See above section on page 5 under **Face Coverings** for information on who to contact for accommodations.
3. Classroom Configuration and Student Safety Communication.
  - a. Desks/tables/chairs cannot be moved (for the purpose of social distancing).
  - b. Hand sanitization stations have been installed in every classroom. Encourage students to sanitize their hands often.

## **Other Important Information**

### **Local Health Department Contact Information:**

[Kern County Department of Public Health](#) COVID-19 Hotline: 661-321-3000

[Fresno County Department of Public Health](#) COVID-19 Hotline: 559-600-4636

[Madera County Department of Public Health](#) 559-675-7703

[Merced County Department of Public Health](#) 209-385-7434

[Tulare County Department of Public Health](#) Info and Referral Line: 800-834-7121

### **State-Wide COVID-19 Dashboard**

Find your county's information here <https://covid19.ca.gov/state-dashboard/>

See what can be open in your county here <https://covid19.ca.gov/safer-economy/>

**Fresno Pacific University's Covid Coordinator is Dale Scully, V.P. of Campus Life**

### **Responsible persons to implement the FPU COVID-19 Prevention Plan on all campuses:**

Joseph Jones, Ph.D.: President

Gayle Copeland, Ph.D.: Provost

Javier Campos: Executive Director of Campus Safety

Jordan Sharp: Executive Director of Human Resources

Dale Scully: V.P. of Campus Life

Jon Endicott: V.P. of Enrollment Management, Admission Office

Denise Baronian: Executive Director of Graduate and Degree Completion

Louis Jackson: Campus Safety Corporal & Co-Emergency Management Coordinator

Pam Schock: Assistant Dean of Student Development & Co-Emergency Management Coordinator

\* This plan has been submitted to the Fresno County Department of Public Health.

\*\*This plan is subject to change as we seek to be in compliance with regulations and guidance from the CDC, federal, state, county and local authorities as well as FPU leadership.

\*\*\*In certain circumstances Fresno Pacific University may choose to be more restrictive or implement more conservative measures than are outlined in this plan to eliminate or manage the possibility of exposure to COVID-19 to its community members or its campuses.