College of Agriculture and Life Sciences Fall 2020 Re-entry Plan

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CALS Campus Re-entry Plan

Overview of Plan:

CALS will follow and implement the overarching guidance from the UA Re-entry teams in each of the areas outlined below. Understanding that this guidance continues to evolve, we will build our implementation plans over the summer to incorporate final guidance from the UA on specific requirements for:

- o Social Distancing in the utilization of all campus spaces, including classrooms, labs, offices, meeting rooms and common spaces
- o Use of face coverings by all individuals (faculty, staff, students, visitors)
- o Fall 2020 course delivery modalities and associated features that offer students a menu of classroom experiences that include
    - ▪ fully in-person
    - ▪ flexible hybrid models with some virtual delivery
    - ▪ "live online" courses delivered totally remotely
    - ▪ asynchronous iCourse sections delivered remotely.

  The UA will provide limits on physical classroom capacities that will drive the selection of delivery mode, based on course enrollments.
- o Test and Trace processes for all employees and students
- o Research lab restart conditions and protocols for continued operation
- o Social Distancing/face-coverings requirements covering the physical interaction of employees with students or members of the public <u>while off campus on university business.</u>

CALS primary role in the Re-entry preparations will be to **communicate and implement the UA's guidance in each of the above areas across all CALS administrative units**, and customize or augment to accommodate any unique areas of operations within the college. Throughout the implementation of the policies above, CALS will also work toward our goal of equitable outcomes for all of our students, staff and faculty, taking steps to mitigate the especially adverse effects of the COVID-19 pandemic on low-income and other particularly vulnerable populations.

Specific Operational Goals and Milestones

- Continuity of Operations Plans (COOP) will be in place **prior to August 1** for every department and administrative unit.

- Building operations, traffic flow and signage **(complete by August 1)**
    - o All department and unit supervisors along with their respective building managers will arrange a plan for signage regarding traffic flow, social distancing and mask usage, using guidance from the UA Safe Return manuals.
    - o Plastic work-station shields for high traffic portals will be ordered and installed

- o Reconfiguration of common spaces (and any necessary furniture rearrangement or removal) will be coordinated by building managers and administrative unit heads, as will placement and stocking of hand sanitizer, disinfectant wipes and other cleansing materials.
- o Outdoor classroom spaces: CALS has identified several sites and accompanying cost estimates for creating outdoor classrooms that utilize tents and portable Audio/Visual and cooling equipment in several spaces adjacent to CALS buildings in the southeast quadrant of campus. This is intended to mitigate concerns over airborne transmission of the virus in enclosed buildings.

- Work from Home (WFH) guidelines for units
  - o CALS will implement the UA recommendations that employees in positions for which it is not essential that they be present on campus should be encouraged to continue working from home, as has been the case since March 11. Each administrative unit in the college will be responsible for developing and communicating WFH schedules for each of their employees **by August 1**
  - o For employees who must come to campus, communication reminders regarding daily wellness checks will be frequently distributed.
  - o Faculty and staff, including those who need to work on campus, will be strongly encouraged to continue meeting via Zoom or other technologies whenever possible to minimize exposure.

- Course Delivery **(initial selections complete by July 1)**
  - o Faculty and graduate student TAs whose responsibilities include teaching in Fall 2020 will work with their respective academic unit heads to
    - Select a course delivery modality that accommodates any underlying health conditions that put the employee at higher risk of disease
    - Match course sections in the two in-person delivery modalities with campus classrooms, so as to accommodate both course enrollments and restricted classroom capacity limits while maintaining appropriate social distancing
    - Set protocols for interactions with student outside of the classroom (e.g., office hours; review sessions; discussion groups) that rely on use of virtual technologies in order to minimize physical exposure.
    - Distribute guidance regarding procedures for conducting classes and labs on campus, as well as talking points for reminding students about UA requirements for social distancing and use of masks in classrooms and common areas. These talking points and procedures will closely follow UA guidance for communicating with students, and when to make referrals to the Dean of Students office.

- Communication plan for employees and students
  - o The Dean's office will establish a regular cycle of Re-entry communications to keep all employees updated **beginning June 18 and running through the first day of class, with updates continuing through the Fall 2020 semester**.

- CALS Associate Dean for Research will regularly update faculty researchers and lab teams regarding re-opening conditions and key requirements.
- CALS office of Career and Academic Services will work with CALS Branding and Marketing to develop a plan for communicating campus re-entry conditions to students once a final decision to return in person has been made (**target, late July**).
- In partnership with CALS Communications and Cyber Technologies (CCT), we will establish an online reference repository to collect in one place the various UA-level draft and final plans and guidance, CALS communications regarding re-entry and other documents related to safe re-entry. (for CALS employees: https://compass.arizona.edu/) We will establish and communicate a similar online reference source for students, with a portal that invites student questions, comments and concerns.

- Students or Employees who test positive for COVID.

  - CALS will follow UA guidance on any required notifications or subsequent actions, but is particularly looking for final guidance regarding:
    - Notification requirements to campus authorities?
    - Any required disclosure to colleagues or classmates?
    - Quarantine guidelines?
    - Under what conditions is it allowable/recommended for a Face-to-Face (FTF) course section to be converted to online if multiple people test positive?
  - Incorporating answers to the questions above, academic units will develop contingency plans to cover course instruction in case an instructor becomes ill, and communicate to all faculty.

- Additional CALS efforts to ensure continued access to CALS/UA programs and services
  - Food insecurity and unexpected expenses
    - In February, 2020 CALS was in the process of establishing a source of small dollar grants to cover student emergencies, funded from philanthropic sources. Our data tell us that the majority of roadblocks to retention, semester to semester, derive from bursar holds on registration due to unpaid fees. Many are less than $1,000, and will likely increase in frequency as a result of the pandemic. This effort was superseded in April 2020 by the establishment and successful funding of the Student Emergency Fund, currently administered by the UA Dean of Students Office. Our faculty and advisors are fully briefed and receive occasional reminders to refer students with short-term financial needs to this source. See https://uarizona.co1.qualtrics.com/jfe/form/SV_1U4JaKI38fnmmK9
    - Food insecurity is a daunting challenge faced by many of CALS' low-income students, as well as some staff. For years CALS has supported the Campus Pantry:
      - CALS faculty were instrumental in designing, building, and providing ongoing guidance and support for the controlled environment

greenhouse on top of the Student Union to provide an ongoing source for fresh vegetables.

- CALS Development received a major gift of $25,000 to purchase a cargo van to expand Pantry operations and ability to obtain more food donations.
- CALS received another major gift of $25,000 to support either the purchase of a golf cart for campus food pick-up and delivery or for purchasing additional food needed to serve students.

o Continued infrastructure support for students for periods of online instructional delivery in Fall 2020: CALS will continuously provide up-to-date information and links to students regarding the status of UA student housing (e.g., https://housing.arizona.edu/ua-news/fall-2020-ua-going-online-after-thanksgiving) to ensure that they are aware that their dorms will remain available throughout the semester if students are unable/unwilling to return home, including after the Thanksgiving break.

o UA Wifi access statewide: Some CALS and UA students will be unable to return to campus in Fall 2020 for health reasons (their own or family members), but have limited Wifi access in their homes. During March/April 2020 CALS was instrumental in establishing UA Wifi hot spots around the state by utilizing the UA Wifi signal in Arizona Cooperative Extension offices and amplifying it for access in surrounding parking lots. Students are able to drive in and access their classes and online materials with a reliable signal. For locations see https://it.arizona.edu/documentation/remote-uawifi-hotspots. CALS developed and submitted a proposal to UA central administration to expand this network.

Relevant UA Re-entry Guideline Documents *(to be updated through the summer)*

CALS employee COVID information hub and resources: https://compass.arizona.edu/

UA Covid 19 Response and Re-entry updates: https://covid19.arizona.edu/

Re-entry into the workspace for employees: https://covid19.arizona.edu/reentry-plan/return-workspaces

Wildcat Wellness Check: https://www.wellcheck.arizona.edu/

Test, Trace, Treat protocols: https://covid19.arizona.edu/test-trace-treat

Phase 3 research restart plan. https://research.arizona.edu/covid19/research-restart

Face Covering Directive for Students: https://deanofstudents.arizona.edu/welcome/face-coverings