

Cheyney University Emergency Policy

Emergency Policy – COVID-19

Issued: Updated July 2020

Effective: Immediately. This Policy will remain in effect until terminated.

Purpose

The health and welfare of Cheyney University of Pennsylvania (University) students and staff are of the utmost importance. The 2019 novel coronavirus (COVID-19) is a new virus that causes respiratory illness in people and can spread from person-to-person. It is important the campus community work together to stop the spread of COVID-19 as well as respond to any public health emergencies. The University is issuing this policy as a measure to help stop the spread of COVID-19. Because violation of this policy affects the health and safety of others, violations may result in immediate revocation of housing privileges and in disciplinary action under the University's Student Code of Conduct.

Policy and Procedure

By this Policy, notice is hereby provided that violation of these rules may result in the revocation of the privilege of residing on campus pursuant to paragraph 10 of the Student Housing Contract Terms and Policies executed by all students residing in University Residence Halls, wherein the University reserves the right to revoke the privilege of living in the Residence Hall when the action of a resident interferes with the rights of others, and/or disciplinary action under the University's Student Code of Conduct (disorderly/disruptive conduct and/or Infliction of Harm). In an effort to stop the spread of COVID-19 the University has instituted the following rules:

- No outside guests/visitors are permitted in the Residence Halls.
- Students must wear PPE including a mask or a facial covering that provides coverage of the nose and mouth throughout campus including any public spaces and where social distancing guidelines cannot be observed.
 - *Students must wear masks throughout campus and in classrooms, public areas and common spaces; when two or more people are in a vehicle; when riding in an elevator; in high-volume customer service areas (i.e. Student Center, Dining Halls, Common Areas, Library, Financial Aid, Bursars, etc.); additionally, where 6 feet of social distancing cannot be consistently maintained; and as determined by the Centers for Disease Control (CDC), PA Department of Education, State, Local and University guidelines.*
 - *Masks may not include demeaning or derogatory logos; profanity; racist or sexist wording or designs. The mask should fit snugly but comfortably against the side of the face and must be worn covering the nose and mouth. The mask should allow for breathing without restriction.*

- *Students will be supplied with one Wellness Kit that will contain a starter kit of PPE. Any reusable masks must be cleaned, sanitized, and maintained by individual owners. Students will be responsible for any additional and or replacement of any PPE supplies.*
- *Students may be required to undergo periodic health screenings to access the campus or continue access including, but not limited to, a health assessment and/or temperature check.*
- *Students should wash their hands frequently and practice proper hygiene strategies, should not share objects, and must refrain from hugging one another and/or shaking hands.*
- The University is continuously establishing health and safety measures as recommended by the CDC, PA Department of Education guidelines, as well as State and Local mandates. As a member of the campus community, students are expected to abide by these measures.
 - *The University has installed additional sanitizing stations throughout campus.*
 - *The University has implemented an enhanced cleaning and sanitizing protocol of all common spaces throughout campus.*
 - *The University will provide a Quarantine and Self-Isolation plan and guidelines available online. <https://e.issuu.com/embed.html?d=fall2020faq&u=cheyneyuniversity>*
 - *Strategies for referrals for testing and contact tracing procedures will be communicated and available online via the University's website.*
- No groups of 10 or more students, in the Residence Halls or otherwise on campus, will be permitted. Students must maintain and practice social distancing. Cheyney University reserves the right to limit the size of gatherings in any location throughout the campus.
 - *The University has provided signage, retrofitted various spaces on campus as well as other measures that designate 6 feet of physical distance and the appropriate CDC social distance guidelines. The campus community is strongly encouraged to abide by these measures.*
 - *Student organizations are advised to host remote group events, gatherings and meetings whenever possible. All co-curricular activities must maintain and follow all social distance guidelines and abide by the CDC, PA Department. of Education and University mandates.*

Students who may require reasonable accommodations, should make a formal request by submitting the request online <https://cheyney.guardianconduct.com/incident-reporting/new> or by contacting the Office of Accommodations via email at e.dickerson@cheyney.edu

- Utilization of Student Support Services areas including Health and Wellness, Counseling Services, Residence Life and Housing, Financial Aid, Bursars Office/Business Office, Registrar, Mailroom, Dept. of Public Safety, Academic Success Center, Honors Academy, Dining Services (Thompson Hospitality), Information Technology and Academic Affairs. When making contact with these areas please be mindful of the following:

- Utilize technology for remote access whenever possible; including appointments and meetings. Call and or email the specific office for assistance.
- Academic Affairs areas: Faculty will be utilizing a virtual format as needed to conduct office hours as per Article 23 Section A.1.C from the Office Hours Interim Agreement (between PASSHE and APSCUF).
- In case of an emergency or if you need to meet in person, make an appointment in advance to reduce exposure. Students and Staff should maintain social distancing guidelines including 6 feet of physical distance and wearing a mask or covering whenever you are meeting or visiting these offices in person.
- Alleged violations of the Student Code of Conduct including Non-compliance of COVID-19, CDC, Department of Education, and University guidelines and mandates may result in immediate revocation of housing privileges and/or disciplinary action.
 - For the first offense, students will receive a verbal warning. Additionally, students may be required to meet individually with the Health & Safety Officer (Mr. Mark Corbin mcorbin@cheyney.edu) to review in detail the Student Code of Conduct policy, COVID-19 guidelines and/or University mandates.
 - For a second offense, students will be required to meet with the Director of Student Code of Conduct & Community Expectations, receive a written reprimand and final warning along with a review of the Student Code of Conduct and COVID-19 policies in detail.
 - For a third offense, students will engage in the full adjudication of the Student Code of Conduct polices and procedures. Students will be required to attend a formal disciplinary hearing before the Student Conduct Board and face potential Sanctions including, but not limited to, Disciplinary Probation, Fines, and/or removal from the University Housing and Residence Life program.

(** Important Note: Other aggravating factors including, but not limited to, intentional and deliberate risk to the health and safety of any individual and/or the entire campus community may warrant additional or other charges resulting in more severe sanctions)

Students should educate themselves about COVID-19 and take the steps to protect themselves. Information regarding COVID-19, including information from the Pennsylvania Department of Health and the CDC, may be found on the University website at <https://cheyney.edu/novel-coronavirus/>.

The University is working with local health officials and housing residents identified with or suspected of having COVID-19 may need to be isolated or self-quarantine in a temporary housing location. All housing residents should monitor themselves for symptoms.

Should a student exhibit symptom of COVID-19 or believe that you have been exposed to someone with COVID-19; please contact the Health and Safety Team at Covid19@cheyney.edu or 610-399-2260 immediately for assistance.

This Policy may be amended to address changing circumstances of the COVID-19 pandemic. Students will be notified as circumstances change, if this policy is amended, or additional policies are enacted.