

# Cheyney University Health Emergency Policy

## Emergency Policy – COVID-19

Issued: Updated February 2021

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

In an effort to stop the spread of COVID-19 the University has instituted the following rules. 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, Environmental Health & Safety Violation, Non-Compliance and/or Infliction of Harm).

- No outside guests/visitors are permitted in any of the Residence Halls.
- Residential Students visiting neighboring Residence Halls are expected to abide by the guest/visitation policy in the Housing Contract Terms and Policies and Student Code of Conduct Policy. Students who violate these policies may face disciplinary action under the University's Student Code of Conduct and/or immediate Housing probation and/or revocation of Housing privileges.
- 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 addition to occupancy limitations; in high-volume customer service areas (i.e. Student Center, Dining Halls, The Snack Bar, Common Areas, Library, Financial Aid, Bursars, etc.); additionally, where 6 feet of social/ physical 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; offensive script; promotion of wrongful drug abuse; or offensive imagery. 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. If you have specific questions/concerns regarding masks or facial coverings please contact Mr. Mark Corbin [mcorbin@cheyney.edu](mailto:mcorbin@cheyney.edu)
- Students residing in the Residence Halls will be required to undergo **MANDATORY** COVID-19 testing 5 to 7 calendar days prior to arrival and move in on campus. Students must provide proof of a negative test result from a medical professional. Negative test results and documentation must be submitted in advance to Mr. Mark Corbin at [mcorbin@cheyney.edu](mailto:mcorbin@cheyney.edu) for campus clearance and access to your assigned residence hall space on campus.
- 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.
- Throughout the semester, testing will be required for those showing symptoms of COVID-19 and those at risk of exposure. The Administration is currently evaluating providing ongoing Coronavirus testing of other segments of the campus community as well.
- After the semester begins, Coronavirus testing may be available on campus through the Health Center located in Marcus Foster room 110. Specific instructions will be provided based on whether the test result is negative or positive.
- Students who receive a directive to Quarantine or begin the Isolation process must follow all instructions and procedures including but not limited to the relocation of your housing assignment for a determined designated period of time and/or other restrictions of access to the campus community. Failure to abide by the Quarantine and/or Isolation processes and procedures will result in the immediate removal from campus and/or revocation of Housing privileges.  
**(Note: Revocation of Housing Privileges as a result of Non-Compliance of this policy, university directives, and/or the Student Code of Conduct; students are ineligible for any refund of room and board charges; SEE REFUND POLICY)**
- Students should wash their hands frequently, should practice proper hygiene strategies, should not share objects, and must refrain from hugging one another and/or shaking hands.

- The University is continuously updating health and safety standards as recommended by the Centers for Disease Control (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.
- No groups of 5 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.*
  - *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 Isolation plan and guidelines available online. [www.cheyney.edu](http://www.cheyney.edu)*
  - *Student organizations are advised to continue 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 Dept. of Education and University mandates.*
  - *The University has provided designated areas/spaces on campus that have been retrofitted with the appropriate measures to designate and maintain 6 feet of physical distance and are in compliance with CDC guidelines. The listing and/or usage of these specific areas/spaces on campus can be accessed and requested by contacting:  
Mr. Mark Corbin [mcorbin@cheyney.edu](mailto:mcorbin@cheyney.edu)  
**(The University reserves the right to change and/or limit gatherings and the listing of designated spaces or areas as necessary)***
  - *Strategies for referrals for testing and contact tracing procedures will be communicated and available online via the University's website.*
- Students who may require reasonable accommodations, should make a formal request by submitting the request via email directly to the Executive Director of Student Affairs [iaguirre@cheyney.edu](mailto:iaguirre@cheyney.edu) or phone at 610-399-2503
- Student Support Services areas: These areas include Health and Wellness, The Office of Student Conduct and Compliance, The Office of Diversity, Inclusion and Social Responsibility, Counseling Services, Residence Life and Housing, Financial Aide, 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.
- Make an appointment in advance to reduce exposure. In case of an emergency or if you need to meet in person. 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 Housing Contract Terms and Policies, Cheyney University Health Emergency Policy and or 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.

**Violations of the Cheyney University Health Emergency Policy, Housing Contract Terms and Policies and/or Student Code of Conduct will result in the following Sanctions**

- I. ***For the following violations including but not limited to: Failure to Wear a mask or facial covering appropriately (over the nose and mouth) in the required locations i.e. Campus building, Residence Halls, Common spaces, hallways, elevator, etc.***
  - For the **First Offense**, students will receive a written warning. Additionally, students will be required to meet individually with the Interim Director of Public Safety (Mr. Mark Corbin [mcorbin@cheyney.edu](mailto:mcorbin@cheyney.edu)) to review in detail The Cheyney University Health Emergency Policy and all COVID-19 guidelines and/or University mandates, the Housing Contract Terms and Policies, and the Student Code of Conduct policy.
  - For a **Second Offense**, students will be placed on Housing probation and be required to meet with the Director of Housing and Operations, Ms. Ramona Dixon [rdixon@cheyney.edu](mailto:rdixon@cheyney.edu).
  - For a **Third Offense**, students will be notified about the immediate revocation of their Housing privileges for violating the Student Housing Contract Terms and Policies and must return their key to the Office of Residence Life and Housing Marcus Foster room 108. In addition, students may be subject to discipline pursuant to the Student Code of Conduct policies and procedures and face potential Sanctions to include but not limited to Disciplinary Probation, additional Fines, and/or disciplinary suspension.  
***\*\*(Note: Revocation of Housing Privileges as a result of Non-Compliance of this policy, university directives, and/or the Student Code of Conduct; students are ineligible for any refund of room and board charges; SEE REFUND POLICY)***

**II. For the following violations including but not limited to: Failure to abide by social/physical distancing mandates and guidelines**

- For the **First Offense**, students will receive a written warning. Additionally, students will be required to meet individually with the Interim Director of Public Safety (Mr. Mark Corbin [mcorbin@cheyney.edu](mailto:mcorbin@cheyney.edu)) to review in detail The Cheyney University Health Emergency Policy and all COVID-19 guidelines and/or University mandates, the Housing Contract Terms and Policies, and the Student Code of Conduct policy.
- For a **Second Offense**, students will be placed on Housing probation, and be required to meet with the Director of Housing and Operations, Ms. Ramona Dixon [rdixon@cheyney.edu](mailto:rdixon@cheyney.edu)
- For a **Third Offense**, students will be notified about the immediate revocation of their Housing privileges for violating the Student Housing Contract Terms and Policies and must return their key to the Office of Residence Life and Housing Marcus Foster room 108. In addition, students may be subject to discipline pursuant to the Student Code of Conduct policies and procedures and face potential Sanctions to include but not limited to Disciplinary Probation, additional Fines, and/or disciplinary suspension.  
**\*\*(Note: Revocation of Housing Privileges as a result of Non-Compliance of this policy, university directives, and/or the Student Code of Conduct; students are ineligible for any refund of room and board charges; SEE REFUND POLICY)**

**III. For the following violations including but not limited to: Failure to abide by social/physical distancing mandates and guidelines specifically; Hosting/providing a location for a social gathering violations (i.e. more than 5 students in a room, suite, lounge area, Violations of the guest/visitation policies in this current pandemic**

- For the **First Offense**, students will be placed on Housing probation and be required to meet with the Director of Housing and Operations, Ms. Ramona Dixon [rdixon@cheyney.edu](mailto:rdixon@cheyney.edu). Immediate Removal from housing or restriction from campus for a minimum of 14 days with a required COVID-19 test on day 11 at the student's expense.
- For a **Second Offense**, students will be notified about the immediate revocation of their Housing privileges for violating the Student Housing Contract Terms and Policies and must return their key to the Office of Residence Life and Housing Marcus Foster room 108. Immediate Removal and/ or restricted from campus for a minimum of 14 days with a required COVID-19 test on day 11 at the student's expense. In addition, students may be subject to discipline pursuant to the Student Code of Conduct policies and procedures and face potential Sanctions to include but not limited to Disciplinary Probation, additional Fines, and/or disciplinary suspension.  
**\*\*(Note: Revocation of Housing Privileges as a result of Non-Compliance of this policy, university directives, and/or the Student Code of Conduct; students are ineligible for any refund of room and board charges; SEE REFUND POLICY)**

**IV. For the following violations including but not limited to: Failure to abide by the Quarantine or Isolation Directive.**

- This violation will be handled on a case-by-case basis that may result in the students' being notified about the immediate revocation of their Housing privileges for violating the Student Housing Contract Terms and Policies and must return their key to the Office of Residence Life and Housing Marcus Foster room 108. In addition, students may be subject to discipline pursuant to the Student Code of Conduct policies and procedures and face potential Sanctions to include but not limited to Disciplinary Probation, additional Fines, and/or disciplinary suspension.

**\*\* (Note: Revocation of Housing Privileges as a result of Non-Compliance of this policy, university directives, and/or the Student Code of Conduct; students are ineligible for any refund of room and board charges; SEE REFUND POLICY)**

- Medically exempted students will be required to register with the Office of Student Accommodations in advance. [Please](#) contact Ms. Irma Aguirre the Executive Director of Student Affairs [iaguirre@cheyney.edu](mailto:iaguirre@cheyney.edu) or phone at 610-399-2503

**(\*\* 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 [mcorbin@cheyney.edu](mailto:mcorbin@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.***