



**UPPER IOWA<sup>®</sup>**  
UNIVERSITY

# **FAYETTE CAMPUS CARE PLAN 2020-21**



## **STUDENT GUIDELINES**



# UPPER IOWA UNIVERSITY CARE PLAN 2020-21

## FAYETTE CAMPUS

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The rapidly changing nature of the COVID-19 pandemic requires Upper Iowa University (UIU) remain both attentive and flexible. As conditions change, so will our protocols, policies and processes. We'll continue to keep you informed about any revisions to this handbook and to the steps we'll be taking to ensure the safety and health of our community.

The following information describes the processes and protocols designed to help students who attend UIU's Fayette Campus remain safe and healthy.

If you have questions after reviewing this information, please contact [studentlife@uiu.edu](mailto:studentlife@uiu.edu).

# **COMMUNITY PRACTICES (We're All in This Together)**

UIU will abide by commonly recognized best practices for reducing COVID-19 transmission. They include:

## **DISTANCING**

When possible and practical, individuals are expected to maintain a distance of at least 6 feet from others at all times.

**On an individual level**, you need to avoid physical contact and remain 6 feet apart from others, including in residence halls, classrooms, hallways, laboratories, recreation areas, common spaces, elevators, stairwells and all public settings.

**On a group level**, the University will limit group activities to those in which participants can maintain adequate distance. Meetings and large group gatherings will be held virtually to the extent possible.

**On an operational/institutional level**, the University will reduce available seating to increase distance between chairs and close community spaces (such as communal kitchens, residence hall lobby gathering areas, etc.) in which distancing becomes more challenging and sharing of common surfaces is more likely.

## **FACE COVERINGS AND DISTANCING**

Distancing is one of the most effective ways to limit virus transmission. Face coverings assist to limit the virus transmission. The University has adopted a mandatory face covering requirement that requires all individuals to wear a face covering whenever they are in the presence of people outside their immediate families.

Additionally, UIU requires all students and employees to wear face coverings in any internal spaces and any outdoor spaces where distancing is difficult or inconsistent.

### **This includes:**

- Anywhere you are going to be in close contact with another person, defined as within 6 feet for 15 minutes or longer.
- Inside of any Campus building, including elevators, hallways, common spaces, bathrooms, foyers, lobbies and stairwells.
- Any public/common spaces outdoors where distancing is inconsistent or difficult to maintain (walking between classes, over walking bridges, etc.).
- Inside classrooms you are expected to wear a mask.

## **HAND HYGIENE AND FACE TOUCHING**

You're expected to wash your hands with soap and water for at least 20 seconds and as frequently as possible throughout the day. If soap and water are unavailable, you can use hand sanitizer – available at multiple stations throughout Campus and in every public space – that contains at least 60 percent alcohol.

Carry tissues with you so you can cover your mouth if you cough or sneeze, then dispose of the tissue and wash your hands. If you don't have tissues, sneeze or cough into the inside of your elbow.

It may be a difficult habit to break, but don't touch your face. A few ways to help you touch your face less often include:

- Try folding your hands in your lap when sitting.
- Tie or pin your hair back.
- Make sure your glasses fit properly.
- Imagine your hands are dirty.

***Do your best and keep washing your hands.***

## **DAILY HEALTH SCREENINGS**

Students are expected to conduct self-screening and temperature checks daily. Any student who has a temperature of 100.4°F or higher, or is experiencing any unexplained symptoms should reach out by email, chat or phone to the Student Life office.

## **PREPARING FOR CAMPUS**

All students are asked to complete a number of steps prior to their arrival on Campus. Some of these are required, while others are strongly encouraged. Additional information will be provided when it's made available.

### **Things you must do:**

- **Risk acknowledgment.** Despite the comprehensive program of safety precautions that the University has established to protect your health and safety, living and learning on a college campus inheres some level of risk that cannot be eliminated. You will be asked to sign an acknowledgment of those precautions and that risk.
- **Health and Safety Pledge.** You will be required to sign and return a Health and Safety Pledge that says you'll comply with Campus safety protocols, including daily review of the COVID-19 Symptoms Checklist and possibly a daily temp check. The pledge will be available on myUIU. Violations or disregard of safety policies and protocols will be treated as violations of the Student Code of Conduct.
- **Move In.** Student move-in times will be assigned and staggered by building to reduce the number of students/families in any residential space at any given time.

### **Things you will want to do before your arrival:**

- You will be required to self-screen before moving onto Campus.
- Prior to coming to Campus, get accustomed to monitoring your health by reviewing the Symptoms Checklist (see page 10) and taking your temperature daily. Should you exhibit any symptoms or your temperature exceeds 100.4°F during that time period, contact your local health care provider, and [studentlife@uiu.edu](mailto:studentlife@uiu.edu) in the event that your arrival on Campus may be delayed.
- Purchase a large shower caddy to ensure that you can carry all of your cosmetics, appliances, soaps and shampoos. Students will not be allowed to leave their belongings in any Campus bathroom.

- Ensure you have an adequate supply of hand sanitizer and soap, a personal thermometer, and cleaning supplies to sanitize flat surfaces and frequently touched items such as doorknobs within your residence.

## **MOVING ONTO CAMPUS**

- Students new to Campus will move in on Friday, August 28 and Saturday, August 29, with orientation activities scheduled Friday, August 28 - Sunday, August 30. Whenever possible, welcome activities will be scheduled outdoors. In all cases, masks and distancing will be required and maintained.
- Continuing students will begin to move into their residence halls over the weekend.
- You and your visitors will be required to wear face coverings while you're on Campus. You will receive a COVID-19 information packet.
- Any student who says "yes" to any unexplained symptom on the symptom checklist or who has a temperature of 100.4°F or higher will be required to contact UIU Care Team at careteam@uiu.edu. Visitors who say "yes" to any unexplained symptom or who have a temperature of 100.4°F or higher will not be allowed to remain on Campus. See page 10-11 for list of symptoms.
- **You are allowed to have no more than two people help you move in.**
- One way directional signs will be posted in residential housing.
- You will have one hour to move in.
- Elevators will be limited to two persons at a time.
- Move-in carts and dollies will be available for use and sanitized.

## **RESIDENCE HALL PROTOCOLS**

- If you live in a suite, you and your suitemates will be responsible for cleaning your spaces.
- If you live in a building with a communal bathroom, there will be limits on the number of students allowed in the space at any given time. Signage will indicate when the spaces are at full capacity.
- Communal bathrooms will be sanitized on a regular posted schedule twice daily.
- You may not change your room or roommate during the first three weeks of the semester, to ensure a clear 14-day period without symptoms prior to relocating.
- You'll need to schedule use of laundry facilities on a sign-up sheet to avoid multiple users in a small space. You will be expected to maintain distancing at all times, and clean all surfaces before and after use.
- No more than two people will be allowed in an elevator at a time. You are encouraged to make it your regular practice to take the stairs, if possible.
- You are required to wear a face covering whenever you are in a public building and at any time outdoors when it is difficult to distance.
- We'll make hand sanitizer available in common spaces, but you should be sure to bring your own

supplies as well. Facilities has liquid hand sanitizer for refilling containers. If cleaning supplies run low on the floor, please call Facilities at 563-425-5796. Leave a message if after hours.

- Students with extenuating circumstances will be allowed to request an extension to stay on campus a week beyond the end of the semester. Contact your Residence Area coordinator for more information.

## **UNTIL FURTHER NOTICE, NO STUDENT GUESTS ARE ALLOWED IN CAMPUS RESIDENTIAL AREAS**

### **DINING SERVICES**

- Student Center Seryery has been reconfigured to eliminate all cafeteria-style food service stations.
- All food will be available for takeout, but guests may still eat in the dining hall. Individually wrapped items will be available at the Café.
- The dining hall area has been arranged to assist with distancing and only a limited number of seats per table. You can also take your food back to your residence hall or wherever you choose to eat it.
- You will be required to wear face covering while moving about the dining hall.
- You will be assigned a dining time for lunch to avoid the “rush” and the crowding it creates. Other accommodations will be offered if not able to eat at assigned lunch time.
- All staff will wear appropriate personal protective equipment (PPE) at all times.
- All staff will be trained in and required to follow diligently CDC protocols on infection prevention, including physical distancing, hand washing, avoiding touching the face, cleaning and disinfecting frequently touched surfaces, and temp checks prior to every shift.
- Students should not move tables and will be expected to follow distancing guidelines as practical.

### **CLASSROOM PROTOCOLS**

#### **FACE COVERINGS ARE REQUIRED IN ALL CLASSROOM SETTINGS**

#### **ENTERING AND EXITING THE CLASSROOM**

- You should always wait until the last person from the prior class has left the classroom before entering.

#### **SEATING**

- Seating will be marked to indicate where you may sit to ensure distancing. Those markers will be checked and replaced every day as needed.
- In classrooms or the auditorium, with rows of seats, you should always move as far into the row as possible before sitting to ensure other students don't have to move past you to be seated.

# **CLEANING AND SANITIZING**

## **RESIDENTIAL AREAS**

- Facilities has deep cleaned all residence hall rooms, public spaces and bathrooms. Communal places will continue to be cleaned.
- Elevator surfaces and buttons will be cleaned multiple times daily.
- Communal bathrooms will be cleaned twice daily.

## **PUBLIC BUILDINGS**

- All public spaces will be cleaned daily, with high-touch surfaces cleaned multiple times daily.
- Elevator surfaces and buttons will be cleaned multiple times daily.
- Public bathrooms will be cleaned twice daily.

## **CLASSROOMS AND OTHER BUILDINGS**

- Classrooms will be cleaned daily, including all flat surfaces, equipment, technology and high-touch items such as doorknobs.
- Sanitizing wipes will be available at the main entrance of all non-student housing facilities.
- Cleaning supplies and disposable gloves will be available in every classroom.
- Students are asked to wipe high-touch and flat surfaces in their respective desk/computer station/seating area before and after class.

# **MONITORING AND TRACKING COVID-19**

## **DAILY SYMPTOM MONITORING**

If your temperature is over 100.4°F or if you answer “yes” to any of the questions on the Symptoms Checklist (see page 10), you will be asked to stay in your home or residence hall room, refrain from attending in-seat classes or other activities, self-monitor your symptoms, and email [careteam@uiu.edu](mailto:careteam@uiu.edu). A member of the Care Team will help you contact Health Services or Public Health for directions on how to self-monitor and whether testing is warranted, determine whether you should relocate into quarantine housing, and help you contact your personal health care provider for directions.

## **QUARANTINE**

Quarantine is the process of separating from others for up to 14 days when you have been in close contact with someone who has been diagnosed as having an infectious disease. It doesn't mean you're sick; it means that your risk of becoming sick is greater than that of the average person.

Students who have been identified through contact tracing to have potentially been in close contact with a confirmed case of COVID-19 will move to quarantined floors at the direction of the UIU Care Team. Garbee residents quarantined at Garbee will be provided hand sanitizer, trash bags, toilet paper and cleaning supplies. Residents of South Village and Lee Towers will quarantine in place and provided additional hand sanitizer and trash bags.



Quarantined students will be monitored remotely by Student Life/RA staff/Athletic Training on a daily basis via a Check in Report. Students will be assisted with their academic and other daily needs.

Any student exhibiting any symptoms of COVID-19 will be referred to a medical professional.

Students with a meal plan will order online. To fill out your daily food order for the following day, email Aramark Manager Stephanie Herman at [hermans@uiu.edu](mailto:hermans@uiu.edu). Delivery will be during a specific time frame, as explained within the link to your floor. All dishes will be disposable, so no need to return. Students without a meal plan will be charged by the meal.

Remote counseling services will be made available upon request.

Students will have access to their classes via Zoom to continue their academic progress. Communicate with your instructors as soon as possible.

### **Contact Tracing**

A contact tracer may contact you by email, text or phone to inform you that you may have been in close contact with a person who has tested positive. Close contact is defined as having been in contact with the person for 15 minutes or longer less than 6-feet apart, or having had direct physical contact with the person.

The contact tracer will not provide the name of the person with whom you may have been in close contact in order to protect that person's privacy rights. It's important to remember that the contact tracer will not know that person's name to protect confidentiality.

### **You will receive directions about the need to quarantine:**

- If your exposure was not direct or close contact, you will be encouraged to self-monitor and be tested for COVID-19 if you experience symptoms.
- If you have been around someone who has been identified as a close contact, you should monitor your daily symptoms but you do not need to be quarantined.
- If your roommate, suitemate or another close contact has been diagnosed positive, you may be required to relocate to quarantine student housing on Campus for 10 or more days. This housing is in a building separate from the housing for students who have tested positive. (See Quarantine section on page 6)
- Students who have been asked to quarantine as a result of symptoms experienced by themselves or others (e.g., roommate, significant other) may be released from quarantine early by a Care Team member if the following conditions are met: no directive from public health, negative COVID test, no known direct exposure to the virus, and all people in the same residence (e.g., roommates) are symptom-free for 72-hours.

## TESTING

If you are advised to be tested for COVID-19 you are to do so. Free testing is available locally and students will be advised how to access testing.

### **If you test positive for COVID-19:**

- **You are encouraged to go home to isolate and recover.** The college has a limited number of isolation rooms for residential students who are unable to go home due to distance or other extenuating circumstances. Those who remain on Campus will abide by UIU, IDPH and CDC guidelines. This may include relocating temporarily to another room, cleaning surroundings as directed, attending online classes, following communication instructions and minimizing exposure to others. A Care Team member will be in contact with you. You are asked to follow the guidelines of your health care provider.

### **If you choose to recover in isolation on Campus, you will need to agree to abide by the restrictions and requirements of the University:**

- Relocate to Campus housing restricted to students in isolation.
- Remain in isolation and removed from others on Campus at all times, except in those cases when you may be seeking medical care.
- Self-monitor your symptoms and to report any worsening of those symptoms.
- Participate in contact tracing through the Department of Public Health.
- Do not return to Campus activities without the proper written authorization of a health care provider.
- Pack enough for at least 10 days, including, but not limited to clothing, toiletries, bedding, cleaning materials, food, snacks, and classroom essentials.
- Do not return to your original room.

### **While living in isolation:**

- Your RA or Student Life will be in touch virtually or by phone to explain the process and offer assistance.
  - They will inform you about what you can expect in terms of contact by the local Public Health Department and ensure that you understand the process of contact tracing.
  - They will confirm that you have reached out to your family and friends to determine that you have support or will ask permission to do so for you.
  - They will provide you with other Campus contacts that could be helpful in answering any questions you may have.
- A member of the UIU Care Team through the Office of Residence Life or Athletic Training will be assigned to provide you with support and assistance. That individual will be your go-to contact for any questions or concerns you may have during isolation. They will:
  - Be in touch with you on a daily basis to help monitor your physical and mental health, and connect you with support services upon request.

- Provide the supplies you need in isolation, including hand sanitizer and a face covering for your use in the event you have to leave your room for medical care/appointments or to pick up food delivered to your floor.
- Assist you in reaching out to your academic adviser to make accommodations for remote learning if you are able, or to communicate that you will not be attending class due to illness, and ask that they work with you directly to ensure you're receiving assignments and support to make up missed work.
- Assist you in working with faculty to determine whether there are materials or equipment the University might be able to provide you in isolation to allow you to continue to complete assignments as your health allows.
- Confirm your campus meals are being delivered.
- Complete a "check-in" report after every contact to ensure consistency and quality of care. Those records will remain confidential.

## **CONTACT TRACING**

Your medical care provider will inform the Department of Public Health that you have tested positive for COVID-19. An investigator will reach out to you to help identify all of the people with whom you have had close contact during the period when you would have been contagious (48 hours before you exhibited symptoms or, if you are symptom-free, 48 hours before you tested positive).

**To protect your friends, acquaintances, classmates and family members, it is important that you provide as much detailed information as possible to the investigator when identifying anyone with whom you had close contact – meaning physical contact or interaction lasting more than 15 minutes without distancing – so those individuals can be quarantined and reduce the likelihood of further transmission.**

Once you've provided the list, the investigator will turn it over to contact tracers, whose job it is to track down those individuals and inform them that they may have been in close contact with someone who tested positive for the virus. The contact tracer does not know your name or provide identification so there is no violation of HIPAA or other privacy rights in this process. Individuals who have been exposed to someone who has tested positive for COVID-19 are expected to quarantine for 14 days.

For more information, visit: [www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html](http://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html).

## **SYMPTOMS CHECKLIST**

If you answer “yes” to any of the questions below, **you need to stay home** and call your health care provider.

- Do you have a fever (temperature over 100.4°F) without having taken any fever-reducing medications)? Before you take your temperature:
  - Wait 30 minutes after eating, drinking or exercising.
  - Wait at least 6 hours after taking medicines, such as acetaminophen, ibuprofen and aspirin, which can lower your temperature.
- Do you have a loss of smell or taste?
- Do you have a cough?
- Do you have muscle aches?
- Do you have a sore throat?
- Do you have shortness of breath?
- Do you have chills?
- Do you have a headache?
- Have you experienced any gastrointestinal symptoms such as nausea/vomiting, diarrhea, loss of appetite?
- Do you have a new skin rash or discoloration on your hands or toes?

## **Additional Questions**

- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
- Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?

## **ACTIONS**

- If advised to be tested for the coronavirus, stay home until results are known.
- If your test is negative, follow health care provider advice regarding return to Campus activities.

## **According to the CDC:**

People with COVID-19 have reported a wide range of symptoms — from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell

- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

**Look for emergency warning signs\* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

\*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe, concerning to you or if you do not feel like your normal self.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Visit the CDC website: [www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](http://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html).

## **ADDITIONAL RESOURCES**

### **HEALTH SERVICES**

UIU can provide basic health care services to all full-time students through TeleHealth. The University is working to provide a location for a health clinic. For additional health services information, contact Winneshiek Medical Center at 563.382.2911. For immediate emergency assistance call 911.

### **MENTAL HEALTH SERVICES**

Students will have the opportunity to utilize Counseling Services as usual. For additional information, contact Student Life at 563.425.5215 or email UIU Director of Counseling and Wellness Crystal Cole at 563.425.5786. UIU Counseling is not a 24-hour service. Counseling Services are open weekdays from 8 a.m. until noon, and 1 p.m. until 5 p.m. when classes are in session. The service is closed evening, nights and weekends. For additional information on scheduling an appointment, visit [uiu.edu/experience/counseling](http://uiu.edu/experience/counseling).

### **CONNECTING TO UIU WIRELESS NETWORK**

When connecting to UIU's wireless networks, please be sure to use the MyResNet wireless network. As a Fayette Campus student, this is the best connection for Internet bandwidth and speed. Please avoid using the UIU Guest network as this is for visitors only and has very limited Internet bandwidth and speed. For technical support or questions on registering your devices, support options are available at <https://www.myresnet.com/support>.

## CONTACT INFORMATION

Emergency	911
Campus Police	563.425.5372
Student Life	563.425.5215
Dining Services	563.425.5767
Matt Rueckert	563.425.5364
CARE Team	careteam@uiu.edu

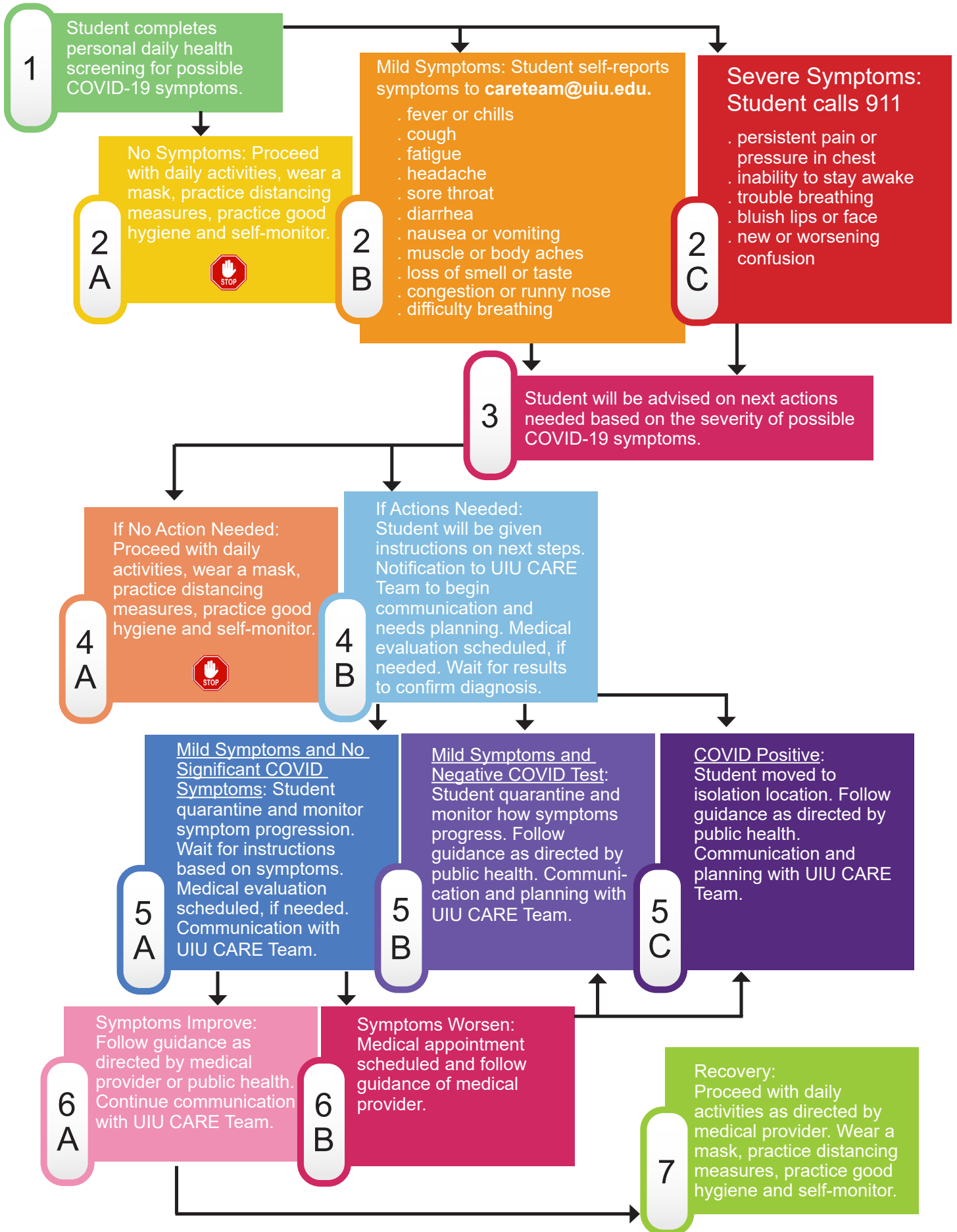
### **We are #PeacockStrong**

#PeacockStrong is more than just a hashtag, it's a movement, a value and a culture. To be #PeacockStrong is to have the strength and tenacity to do what's best for all, even when it may be uncomfortable or inconvenient. As a member of the UIU family it's up to all of us to protect not only ourselves, but our fellow Peacocks; all students, staff, faculty, friends and family. Health and safety guidelines have been put in place not to restrict your experience at UIU, but make sure it remains possible.

### **UIU CARE TEAM**

Daryl Grove, Assistant Dean of Student Life  
Matt Rueckert, Head Athletic Trainer  
Stephanie Herman, Aramark Manager  
Jesse Pleggenkuhle, Director of Facilities Management  
Amy Tucker, Director of Academic Success  
Jordan Hay, Residence Area Coordinator  
Crystal Cole, Director of Counseling and Wellness  
Mike Van Sickle, Editorial Services Director  
Sarah Swanson, Assistant Athletic Director for Internal Operations  
Ben Davis, Fayette Police Chief  
Jake Bass, Coordinator of Student Activities  
Mark Danker, Development Officer III  
Karl Easttorp, Executive Director for Office of Marketing and Communications  
Julie Games, Advancement Operations Manager  
Ryan Goodenbour, Graduate Assistant - Student Life  
Nicole M. Kuhn, Executive Assistant to the VP for External Affairs  
Carson Parker, Graduate Assistant - Men's Basketball  
Anne Puffett, Director of Career Development  
Mike Schrock, Director of Prospect Development  
Morgan Thias, Communications and Marketing Specialist  
Brenda Luzum, Executive Director of Alumni Development  
Edyta Cichon-Barche, Coordinator for International Student/Scholar Services  
Beth Petsche, Director of Graphic Services

UPPER IOWA UNIVERSITY - COVID-19 DAILY MONITORING FLOW CHART





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