



RMU READY PLAN

PROMOTING A SAFE AND HEALTHY
RETURN TO CAMPUS

Table of Contents

I.	INTRODUCTION	5
II.	IN-PERSON INSTRUCTION AND RESIDENTIAL LIVING	5
	A. In-person Instruction	5
	B. RMU - Library	5
	C. Residential Living	6
	Guidelines for COVID-19 Quarantine and Isolation Housing	6
	D. Other Campus Services and Activities	6
	1. Counseling Center	6
	2. Barnes & Noble Bookstore	7
	3. Guidelines for Campus and Student-Centered Programming	7
	a) Campus Recreation	7
	b) Student Club and Organization Activities	7
III.	MONITORING HEALTH CONDITIONS IN OUR CAMPUS COMMUNITY	7
	A. Monitoring and Surveillance - General	8
	B. Guidelines for Students, Faculty, and Staff to Self-Monitor	8
	C. Reporting	9
	1. If You Have Been Exposed or Have Tested Positive	9
	2. If You Need to Stay Home	9
	3. Reporting Non-Compliance	10
	D. Testing, Symptom Checking, Contact Tracing & Vaccinations	11
	1. COVID-19 Testing	11
	2. COVID-19 Contact Tracing	11
	3. COVID-19 Vaccination	11
IV.	MITIGATION AND CONTAINMENT STRATEGY	12

Table of Contents

A. Isolation and Quarantine	12
B. Travel	12
1. International Exchange Students	12
2. Student Trips Abroad	12
3. Student Non-Essential Travel	12
C. COVID-19 Related Leaves	13
D. On-Campus Health Center Services	13
E. Individuals at Risk for Increased Illness	13
F. Personal Hygiene, Personal Protective Equipment, and Face Masks	14
1. Handwashing	14
2. Coughing/Sneezing Etiquette	14
3. Face Masks	14
4. Use and Care of Face Masks	15
5. Gloves	15
6. Additional Personal Protective Equipment (PPE)	15
G. Cleaning Guidelines	15
H. Service for Areas with Suspected COVID-19	16
I. Operation of Mechanical Systems Providing Fresh Air	16
J. Building Capacity and Use	16
1. Classroom Capacity	16
2. Continued Utilization of Web and Telephonic Platforms for In-Person Interactions	16
3. Remote Work	16
K. Responding to a Resurgence of COVID-19 Activity	16
V. COMMUNICATING WITH STUDENTS, FACULTY, STAFF AND OTHER STAKEHOLDERS	17

Table of Contents

A.	Student Obligations	17
B.	COVID-19 Response Protocol	17
VI.	COORDINATING WITH LOCAL PUBLIC HEALTH OFFICIALS	18

I. INTRODUCTION

Robert Morris University (RMU) is committed to promoting a safe and healthy environment for our students, faculty, staff, and visitors. This RMU Ready Plan outlines the university's plans for in-person instruction, residential living, and related operations in accordance with the guidance of Pennsylvania Governor Tom Wolf, the U.S. Centers for Disease Control and Prevention (CDC), the Pennsylvania Department of Health, the Pennsylvania Department of Education (PDE), and the Allegheny County Health Department. **The governmental requirements and public health guidance related to mitigating the spread of COVID-19 continue to evolve. This plan will evolve accordingly, and updates will be shared with the campus community.**

The requirements set forth in this plan apply to all RMU students, faculty, and staff. Your compliance with the plan is essential to your own personal health and safety as well as the health and safety of the entire RMU community. We appreciate your compliance and your partnership in this important effort. If you have any questions about this plan, please contact:

- Dean of Students Office, 412-397-6483 (for questions from students or parents)
- Human Resources, 412-397-6270 (for questions from faculty or staff)

II. IN-PERSON INSTRUCTION AND RESIDENTIAL LIVING

A. In-person Instruction

In-person instruction will return to normal operations. Students, faculty, and staff are required to wear masks while indoors, and all members of the campus community should closely monitor email communications for any updates to masking protocols throughout the semester.

Information regarding instructor responses to issues regarding masking in the classroom and reports of illness were addressed in a faculty-specific FAQ, which can be reiterated by contacting the Provost's Office. The Provost will provide updates to these FAQs as necessary.

Virtual or remote department and committee meetings, student advising, and faculty office hours will continue to be encouraged.

B. RMU - Library

Wipes and/or disinfectant products will be available while supplies last at the Library Help Desk for users to wipe down keyboards and computer mice before use. Consumption of pre-packaged snack food is

Table of Contents

permitted in the library, but the consumption of any other food is not be permitted. Drinks may be consumed from containers with lids.

The library will resume all services in-person with slight modifications. Research Assistance will be provided both via in-person assistance and during the evening hours via virtual chat client, email, and phone. Librarians will staff the Library Help desk, process print books, operate the Textbook Reserve service, and conduct library instruction sessions for on-ground classes. The Library website will continue to list available services and hours of operation at library.rmu.edu.

C. Residential Living

All residential students must adhere to the policies and guidelines outlined in the [Guide to Residence Living](#), as well as the RMU Code During COVID-19, which is a supplement to the RMU Student Code of Conduct. The Code outlines additional behavioral norms and expectations for students designed to mitigate the spread of COVID-19 in the RMU community. In addition, outside guests will be prohibited from entering the residence halls until September 13, 2021. The Office of Residence Life will reassess this restriction and will communicate any changes or updates to this restriction and other COVID-19 policies to students via email.

Guidelines for COVID-19 Quarantine and Isolation Housing

RMU has identified facilities for the temporary housing and care of residential students who cannot go home and must be either quarantined or isolated on campus when they are suspected or confirmed to be infected with COVID-19. Related procedures are described in Section V(A) "COVID-19 Response Protocols."

D. Other Campus Services and Activities

1. Counseling Center

We recognize that this past academic year was unique and full of difficult changes for our students. We also know that moving into this year will present some challenges as well as we continue to adjust to the new campus environment. Now more than ever, we want to remind our students that the Counseling Center is here to help navigate these stressful times. We offer programs, resources, and services that support the overall mental health and well-being of our students.

Our staff are providing a hybrid model of both in-person services and distance counseling (teletherapy) via face-to-face video conferencing to currently enrolled students. We strongly encourage unvaccinated students to utilize teletherapy, except for walk-in crises. Unvaccinated students are required to wear masks if attending in-person appointments, consistent with CDC guidance for health-care facilities. Students must meet the eligibility criteria and be physically located in the Commonwealth of Pennsylvania while receiving teletherapy services. Counseling Center staff can assist students located outside of Pennsylvania in finding local mental health providers. Students can visit [RMU Counseling](#) for more information on the process to begin counseling services.

Table of Contents

During regular business hours Monday - Friday, the Counseling Center can be reached at 412-397-5900 to schedule an appointment or to consult with a counselor regarding an urgent need for services. After hours and on weekends, RMU Police can contact the appropriate resources for assistance with urgent needs for support.

2. *Barnes & Noble Bookstore*

The Barnes & Noble Bookstore is open to the public and abiding by applicable public health guidance. The store will continue to offer both in-store and online sales along with in-person store pick-up and direct shipments. Any inquiries, questions and concerns can be directed to businessoperations@rmu.edu.

3. *Guidelines for Campus and Student-Centered Programming*

a) *Campus Recreation*

Our facilities and programming are operating in alignment with the guidance from NIRSA: Leaders in Campus Recreation, the National Recreation and Park Association, the International Health, Racquet and Sportsclub Association, our healthcare partner UPMC, and other industry experts, as well as governing organizations for club sports teams, local and state authorities, and public health guidelines for operating recreation facilities.

Our professional staff work closely with the Facilities team to complete cleaning protocols, ensure that our mechanical and safety systems are working efficiently, and regularly inspect all spaces and equipment for potential repairs to ensure that established procedures are being followed.

The Student Recreation Center will follow the policies of the university with respect to current masking guidelines. Students and members are advised that such guidelines are subject to change. Separate [Campus Recreation documents](#) outline COVID-19 operations for the department as well as provide guidance for club sports and activities such as intramural/recreational programming.

b) *Student Club and Organization Activities*

The Office of Student Life or an appropriate academic school will provide approval for all student club and organization sponsored events. Any additional COVID-19 related guidelines will be communicated directly with student groups during the event review and approval process.

c) *Intercollegiate Athletics*

Guidelines applicable to RMU's Division I athletic teams are described in detail in the "RMU Athletics Return to Campus Policy and Procedures Manual," which reflects current guidance from the NCAA, the Horizon League, and other conferences. The manual will be reviewed with all student-athletes, coaches, and athletic administrators prior to their return to campus.

Table of Contents

III. MONITORING HEALTH CONDITIONS IN OUR CAMPUS COMMUNITY

A process for identifying and separating individuals who have COVID-19 symptoms and/or require testing, who test positive for COVID-19, or who have had direct contact with another individual who tests positive) has been documented in the COVID-19 Response Protocol. (See “COVID-19 Response Protocols” in Section V(A).) This is a critical and effective strategy for mitigating further spread of the virus. All individuals who feel sick or appear to have symptoms are advised to stay at home. A plan for those students who cannot or should not go home has been established.

A. Monitoring and Surveillance - General

Strategies for monitoring and surveillance provide a flexible blueprint for reimagining a new normal for RMU. We expect the plan to evolve as the data, and the facts, change. Undergirding this effort is our eagerness to return to some semblance of “normal.” But to do so, we must meet an unprecedented challenge: figuring out how to move forward safely while approaching herd immunity through adherence to evolving guidelines and participation in the vaccination effort. This comprehensive blueprint shows how to effectively respond to the crisis by aligning logistics, educational strategies, and public health approaches into one coherent response.

B. Guidelines for Students, Faculty, and Staff to Self-Monitor

All individuals in the RMU community should “self-check” for COVID-19 symptoms every morning (and more frequently as necessary) before going to class or coming to work. For the Fall 2021 semester, all members of the RMU community are strongly encouraged to use the Campus Clear App, which can be downloaded onto any smartphone. Campus Clear will send a reminder each morning with a quick symptom assessment, and will indicate whether the individual is cleared to come to work and/or class. If you have any questions about Campus Clear, please contact Human Resources at humanresources@rmu.edu or the IT Help Desk at help@rmu.edu.

Symptoms may appear 2-14 days after exposure to the virus. According to the CDC, individuals with one or more of 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

Table of Contents

For more information or potential updates concerning COVID-19 symptoms, please refer to the [CDC](#). Individuals may also utilize the CDC's "[Self-Checker](#)" to assist in making decisions regarding seeking medical attention. Additional information regarding symptoms of COVID-19 can be found on the Pennsylvania Department of Health's [website](#).

Individuals exhibiting any of the above COVID-19 symptoms must adhere to the following:

- Must not report to work, class, or clinical assignments.
- All faculty and staff members should contact their medical provider for screening, consultation and appropriate treatment.
- If faculty and staff members do not have a personal medical provider, they may contact the MyHealth@School Center for phone screening during business hours at 412-397-6220.
- All students must contact MyHealth@School Center for phone screening/triage during business hours. If the Center is closed, students are advised to contact their own medical provider or the UPMC Anywhere Care App - Virtual Urgent Care (please note: fees apply) and call the MyHealth@School Center on the next business day.
- Must not participate in any university-sponsored events or activities.
- If required by your medical provider or the university, self-quarantine at home or in appropriate campus housing.
- Must follow the appropriate protocols provided for students and employees to return to the campus.

In addition, individuals should look for emergency warning signs associated with COVID-19. If they show any of the symptoms noted below, they should seek emergency medical care immediately. In the event of an emergency on campus, call Campus Police at (412) 397-2424. Otherwise, call 911.

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

C. Reporting

All individuals are expected to stay home if they exhibit symptoms of COVID-19. All students, faculty and staff members will need to obtain clearance to return to campus following an absence related to COVID-19. In addition, individuals need to report any of the following conditions and provide other notification to the university as appropriate.

1. If You Have Been Exposed or Have Tested Positive

Any RMU student, faculty member, or staff member is required to contact the MyHealth@School Center at (412) 397-6220 during business hours for phone screening/triage after learning that they have been exposed to someone who has tested positive or they themselves have tested positive for COVID-19. If the Center is closed, individuals are advised to: 1) contact their own medical provider or utilize the

Table of Contents

UPMC AnywhereCare App - Virtual Urgent Care (available to students and faculty and staff carrying UPMC health insurance, fees may apply); and 2) call the MyHealth@School Center on the next business day.

2. If You Need to Stay Home

Students should call the MyHealth@School Center at 412-397-6220. Do not visit the clinic. Your medical provider or MyHealth@School Center, as applicable, will advise you on next steps after screening is completed. The MyHealth@School Center staff is available by phone Monday - Friday from 8:30 a.m. - 5 p.m. If the Center is closed, students are advised to contact their own medical provider during non-business hours and call the MyHealth@School Center on the next business day.

After contacting a medical provider or the MyHealth@School Center, students, faculty, and staff, as applicable should contact the university as follows:

- Students must contact the Dean of Students Office to inform the university of any absences related to COVID-19. This office will be responsible to make formal notification to the student's instructors using the normal student hospitalization notification procedures. The Dean of Students Office can be reached at 412-307-6483 or via email at studentlife@rmu.edu.
- Faculty members should inform their department head via phone or email, whichever is convenient in order to arrange for class coverage or remote instruction, and send an email to humanresources@rmu.edu.
- Staff members should inform their immediate supervisor via phone or email, whichever is convenient, and should also send an email to humanresources@rmu.edu.

Faculty and staff should follow the Policies for Faculty/Staff Sick Leave as outlined in this document. Students must contact the MyHealth@School Center by phone to receive clearance to return to campus.

The university adheres to the evolving isolation and quarantine guidance provided by the CDC, the Pennsylvania Department of Health, and the Allegheny County Health Department, which may differ for individuals who have been fully vaccinated or who have recently recovered from a COVID-19 infection. **Self-monitoring and reporting COVID-19 symptoms, exposure, and/or a positive test result remain mandatory and essential, as described in this Section.** Specific guidance regarding isolation and quarantine periods required to ensure a safe return to school or work will be provided by the Dean of Students Office or Human Resources, as appropriate, in accordance with the current COVID-19 Response Protocol as described in Section V(A) and guidance from the Allegheny County Health Department and UPMC, as appropriate.

RMU may require students and employees to present appropriate medical documentation in connection with a return to school or work.

Table of Contents

3. Reporting Non-Compliance

Students, faculty, and staff may report non-compliance with this Plan and/or other COVID-19 related safety measures to the Provost's Office, Dean of Students Office, RMU Police Department, or immediate supervisor, as appropriate. The university also utilizes a web-based tool for anonymously reporting non-compliance. This resource should be used as a last resort when an individual is uncomfortable reporting non-compliance through other university channels. Using this [reporting page](#), you will see "COVID-related" as an option under "Nature of the report."

Individuals may report any instances of non-compliance with this Plan without fear of repercussions. "If you see something, say something."

D. Testing, Symptom Checking, Contact Tracing & Vaccinations

1. COVID-19 Testing

RMU's strategy for Fall 2021 will include re-entry testing and regular surveillance testing of unvaccinated students enrolled in in-person classes, students living on-campus, and students involved in intercollegiate or club sports programs. RMU also administers diagnostic testing for two groups within the campus population including: (1) those who are symptomatic for COVID-19; and (2) when directed by a medical provider, those asymptomatic with recent known or suspected exposure to COVID-19.

In addition, student-athletes will be subject to testing protocols as outlined in the "RMU Athletics Return to Campus Policy and Procedures Manual." Unvaccinated club sport participants will follow testing protocols as outlined by the Department of Campus Recreation.

Consistent with CDC and Allegheny County Health Department recommendations, if there is an increased campus or community spread of the virus, expanded testing of the student and/or employee population may be performed.

2. COVID-19 Contact Tracing

Contact tracing is conducted by health departments to prevent the spread of infectious disease. Robert Morris University also conducts contract tracing to identify any close contacts within the university community. Contact tracing involves identifying people who have an infectious disease (cases) and their contacts (people who may have been exposed) and working with them to interrupt disease transmission. RMU uses the current CDC definition of "[close contact](#)" for contact tracing purposes on the campus.

MyHealth@School Center staff and the Allegheny County Health Department will communicate regarding any positive test results so that the Allegheny County Health Department and RMU can perform contact tracing. As this is a required function of the Health Department, they will take the lead in this effort. Any student, faculty, or staff diagnosed with COVID-19 who has been on campus within fourteen days of their diagnosis will be required to cooperate/provide information about their contacts on campus via our internal contact tracing efforts.

Table of Contents

3. COVID-19 Vaccination

The university endorses the growing vaccination effort and requires all students -- and strongly encourages faculty, and staff -- to obtain a COVID-19 vaccination. Our collective vaccination effort will increase our chances of obtaining herd immunity. Students requiring assistance in obtaining a COVID-19 vaccine should contact the MyHealth@School Center for information on vaccination locations in close proximity to the campus. Faculty and staff requiring assistance in obtaining a COVID-19 vaccine should contact Human Resources.

IV. MITIGATION AND CONTAINMENT STRATEGY

A. Isolation and Quarantine

The university has developed isolation and quarantine protocols for students, faculty, or staff who have COVID-19 symptoms and/or require testing, who test positive for COVID-19, or who have had direct contact with another individual who tests positive. RMU's COVID-19 Response Protocol outlines the circumstances under which students and employees will be asked to quarantine or isolate. The protocol is described under "COVID-19 Response Protocols" in Section V(A).

B. Travel

The university expects all students, faculty, and staff to adhere to travel guidance and orders issues by the CDC, Commonwealth, Allegheny County, and RMU as applicable. Guidance from the CDC may be found [here](#). Additional guidance from the County may be found [here](#). Students, faculty and staff are advised to consult their supervisor and MyHealth@School prior to engaging in university-related travel.

1. International Exchange Students

For Spring 2022, RMU is accepting applications for international exchange students with the understanding that the programs will be cancelled if not feasible due to COVID-19.

2. Student Trips Abroad

Recruitment for Spring 2022 study abroad programs has started with the understanding that the programs will be cancelled if not feasible due to COVID-19.

Planning for Faculty Led Education Abroad Programs (FLEAPs) for Summer 2022 has commenced.

For both categories of travel the following factors will be taken into consideration for the program to occur: U.S. Department of State travel advisories, CDC advisories on foreign travel, host country COVID-19 situation, host country CDC equivalent advisories (where applicable), and the host university's preparedness for the safety of our students. Program decisions will be made on a case-by-case basis when non-refundable expenses have to be paid.

Table of Contents

3. Student Non-Essential Travel

All non-essential university-related travel by students for RMU affiliated student organizations, programs, and groups will be evaluated on a case-by-case basis by the Dean of Students Office. Travel guidelines for student athletic competitions will be pursuant to guidance outlined by the RMU Athletic Department for our NCAA Division I athletic teams and the Department of Campus Recreation for our club sports program.

C. COVID-19 Related Leaves

Staff needing to stay home due to COVID-19 related symptoms should inform their supervisor via email or telephone, and should also send an email to humanresources@rmu.edu. Faculty who need to stay home for COVID-19 related symptoms should contact their department head via email or telephone and should also send an email to humanresources@rmu.edu. This will allow the university to watch for trends and assist with any necessary contact tracing.

In addition to their PTO entitlement, full-time staff members and library faculty have been granted an additional 10 days of COVID-19 emergency leave to be used between June 1, 2021 and May 31, 2022. This leave may be utilized for COVID-19-related reasons that preclude them from coming to campus and/or working remotely, such as potential exposure to COVID-19, caring for a sick family member, required self-quarantine after travel, vaccination and / or recovery from any vaccine-related side effects, etc. Absent the sudden onset of symptoms or vaccine-related side effects, this leave should be requested as far in advance as is practicable. Staff members exhibiting COVID-like symptoms will be granted available leave from the time of symptom onset to a minimum of 24 hours after symptom resolution.

Any employee seeking a COVID-related medical leave or a COVID-related accommodation pursuant to the Americans with Disabilities Act (as amended) is required to contact UPMC WorkPartners at (833) 851-5184. Employees may contact Human Resources for assistance in initiating this process or for more information on the Americans with Disabilities Act (as amended), the Family and Medical Leave Act, and Short-Term Disability.

D. On-Campus Health Center Services

At RMU, UPMC WorkPartners provides clinical health services. They have provided guidance for the operation of the MyHealth@School Center at RMU and have established protocols for in-person visits. Enrolled students and benefit-eligible employees can be seen by appointment after the completion of pre-screening/triage completed by telephone. Positive phone screenings will be directed to utilize telemedicine via the UPMC AnywhereCare App or other appropriate care consistent with the individual's insurance coverage. Face masks are required of all individuals visiting the MyHealth@School Center in person. The MyHealth@School Center staff can be reached at 412-397-6220 during normal business hours of Monday - Friday, 8:30 a.m. - 5 p.m.

Table of Contents

E. Individuals at Risk for Increased Illness

The CDC has provided guidance (found [here](#)) about individuals who are more likely to become severely ill if they contract COVID-19, including older adults, unvaccinated individuals, and people with underlying medical conditions. All RMU students and employees are encouraged to review the CDC guidance and discuss any concerns with their medical providers. Inclusion in a group that may be at higher risk of developing severe COVID-19 related symptoms is not necessarily, by itself, a basis for reasonable accommodations under the Americans with Disabilities Act (as amended) or Section 504 of the Rehabilitation Act. Requests for accommodations will be considered on an individual basis. Students who wish to request accommodations should contact the Services for Students with Disabilities Office at SSD@rmu.edu. Employees who wish to request accommodations should contact UPMC WorkPartners at (833) 851-5184.

F. Personal Hygiene, Personal Protective Equipment, and Face Masks

1. Handwashing

To mitigate exposure following contact with potentially contaminated surfaces, all individuals are encouraged to wash their hands often with soap and water. You should lather with soap and water for at least 20 seconds each time you wash your hands. This is particularly important after spending time in a common area or public space, before and after preparing or eating food, and after blowing your nose, coughing, sneezing, or touching your face.

If soap and water are not available, use an alcohol-based hand sanitizer containing at least 60% alcohol. Cover all surfaces of your hands with the sanitizer and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth, and wash your hands or use hand sanitizer after touching your face.

For a more in-depth guide to handwashing, please follow the CDC [guidelines](#).

2. Coughing/Sneezing Etiquette

Always cover your mouth and nose with a tissue or the inside of your elbow when you cough or sneeze – even if you are in a private setting and are not wearing your face mask. Throw the used tissue in the trash. Wash your hands afterwards for at least 20 seconds as described above. If soap and water are not readily available, clean your hands with an alcohol-based hand sanitizer containing at least 60% alcohol.

3. Face Masks

All members of the campus community and all visitors are required to wear masks while indoors. Masks are also required for individuals using campus transportation (busses, etc.) and while in healthcare facilities (Counseling Center; Student Health Center). RMU will continue to follow any applicable public health guidelines, which means that masking policies may change at any time during the academic year. In the event that the indoor mask requirement is lifted at some point during the semester, faculty members and staff members may continue to require masks in classrooms, private offices, and meeting rooms.

Table of Contents

RMU will make a face mask available to employees and students who need one. Students, faculty, staff and visitors are free to wear their own masks, so long as the mask covers the nose and mouth and complies with the specifications set forth in the above paragraph. Masks with graphics or images must also conform to our community decency standards. Commercially manufactured disposable masks may be used (and will be made available by the university upon request), but must be discarded into the trash after being worn for one day. Cloth face masks or face coverings may also be used for a day at a time, but must be properly laundered prior to being used again. Having a week's supply of cloth face masks coverings helps to reduce the need for daily laundering.

4. Use and Care of Face Masks

Before handling your face mask, please wash your hands or use hand sanitizer. Ensure that your face mask fits over the nose and under the chin. Arrange the face mask properly with the nose wire snug against the nose (where applicable). Tie or fasten straps behind the head and neck, or loop around the ears. Avoid touching the front of the face mask throughout this process.

When removing the face disposable mask, avoid touching your eyes, nose, or mouth. Loop your finger into the strap and pull it away from your ear, or untie the straps. Wash your hands immediately after removing your face mask.

Cloth face masks should be washed after each use. They should also be laundered with regular clothing detergent before first use, and after each shift or day worked. Face masks should be replaced immediately if soiled, damaged (punctured, ripped, etc.), or visibly contaminated.

For details regarding cloth face masks, including how to create, wear, and care for home-made face masks, please visit the [CDC website](#).

5. Gloves

Facilities, Residence Life, RMU Police, Health Services and similar functions should wear disposable gloves while completing certain tasks, working in high touch areas, and when entering students' rooms/residence halls. Gloves will be provided by the university. According to the CDC, gloves are not necessary for general use and do not replace good hand hygiene (i.e. washing your hands often).

6. Additional Personal Protective Equipment (PPE)

Additional PPE is required for employees interacting directly with an individual who is suspected or confirmed to have COVID-19. These employees must wear an N95 respirator, gloves, gown, and eye protection (goggles, safety glasses or face shield), which will be provided by the university. Specific training/education, medical evaluation and respirator fit-test have been provided to individuals who may be required to wear an N95 respirator.

G. Cleaning Guidelines

Environmental Services provides routine cleaning and disinfecting of campus spaces, including but not limited to residence halls, classroom buildings, offices spaces, and high traffic areas, in accordance with

Table of Contents

current CDC [guidelines](#) for cleaning and disinfecting protocols. Campus constituents may call Colonial Central at 412-397-4343 to report any concerns.

Environmental Services provides daily routine cleaning and disinfecting of residence halls, classroom buildings, offices spaces, and high traffic areas using a CDC-approved product. Ready-to-use disinfectant will continue to be made available for, faculty and staff to “self-serve.” It is recommended that the product stays in contact with surfaces for one minute before being wiped down. The product can also be misted and allowed to air dry. Hand sanitizer will also be available in common areas/public areas.

H. Service for Areas with Suspected COVID-19

The CDC and the Pennsylvania Department of Health have provided guidance for businesses / facilities impacted by exposure to COVID-19, including cleaning and disinfecting. When necessary, RMU will rely on its third party professional service provider (G.S. Jones) to treat/disinfect areas impacted by COVID-19.

I. Operation of Mechanical Systems Providing Fresh Air

Where possible, HVAC systems that introduce fresh air into the buildings will have the percent of outdoor air settings adjusted to maximize the amount of fresh air movement through the building. A minimum percent of fresh air by code is typically 10% - 15% of the total output of the air handler. Under this procedure, the percent of fresh air will be adjusted to as high as 100% based on outdoor temperatures, humidity, and the capacity of the unit to heat/cool the desired percent of fresh air. The settings of each unit will be adjusted based upon weather conditions.

J. Building Capacity and Use

Consistent with RMU’s efforts to promote the COVID-19 vaccine, we are returning to our regular building capacities throughout the academic year.

1. Classroom Capacity

Classroom capacity will return to normal occupancy limits. Students, faculty, and staff members are required to wear masks while indoors. The campus community should closely monitor email communications for any updates to masking protocols throughout the semester.

2. Continued Utilization of Web and Telephonic Platforms for In-Person Interactions

When possible, individuals should consider using the extensive range of remote collaboration tools (i.e., Google Meet, conference call, etc.) for meetings, even when all parties are on campus.

Table of Contents

3. Remote Work

The need to maintain physical distancing may vary based on the most up-to-date guidance received from the government and public health agencies. Employees should consult with their direct supervisor regarding the appropriateness of remote / hybrid work arrangements.

K. Responding to a Resurgence of COVID-19 Activity

The university must be mindful and include in its planning the flexibility and procedures necessary to reverse course in the event of an increase of COVID-19 activity. This may be a result of cases within the campus community, local/regional outbreaks, or similar health-based data/indicators. In any case, the university will continue to work in cooperation with and take direction from federal, state, and local government and public health agencies. In the event of an outbreak or resurgence of the virus, the university will assess and adjust operations in a manner that is consistent with the current or evolving situation.

V. COMMUNICATING WITH STUDENTS, FACULTY, STAFF AND OTHER STAKEHOLDERS

A. Student Obligations

Before coming to campus, all enrolled students will be expected to review university documents published on the RMU website at rmu.edu/health/student-plan. Students must also comply with the RMU Code During COVID-19, which is a supplement to the RMU Student Code of Conduct. The Code outlines additional behavioral norms and expectations for students designed to mitigate the spread of COVID-19 in the RMU community. Compliance with the Code is essential to the health and safety of all members of the campus community.

B. COVID-19 Response Protocol

The Emergency Management Subcommittee of RMU's Safety Committee developed the COVID-19 Response Protocol as a supplement to the university's existing Infectious Disease / Pandemic Plan. The protocol is activated in the event of a suspected or confirmed case of COVID-19 infection of any student, employee, or other individual who has had contact with our campus community.

A core team of responsible individuals assesses each case and, subsequently, implements established response protocols. These protocols include but are not limited to:

- Initial investigation and coordination with university health services, medical provider(s), and the Allegheny County Health Department
- Quarantine / isolation, as appropriate
- Testing
- Cleaning of affected area(s)
- Contact tracing
- Communication with affected students, faculty, and/or staff

Table of Contents

In accordance with the COVID-19 Response Protocol, RMU communicates appropriate information about suspected or confirmed COVID-19 infection in the campus community with stakeholders. Specific communication strategies are developed on a case-by-case basis -- guided by the COVID-19 protocol -- in an effort to (1) protect the privacy of an affected individual as much as possible while (2) ensuring that contacts of affected individuals have the information they need to protect their own health and safety, and (3) complying with the university's obligations under the Clery Act. Depending upon the nature and urgency of these communications, they may be made via phone call(s), email, and/or RMU Alert. The university also publishes information related to COVID-19 on the university's web site at rmu.edu/coronavirus. All students, faculty, and staff are encouraged to ensure that they are registered for RMU Alert communications. Please contact the Help Desk for assistance.

VI. COORDINATING WITH LOCAL PUBLIC HEALTH OFFICIALS

RMU will continue to monitor the evolving guidance of public health agencies and will update this Plan and related protocols accordingly. Because COVID-19 is a reportable disease, the MyHealth@School Center staff will report positive COVID-19 cases to the Allegheny County Health Department. The Health Department will in turn communicate to RMU any confirmed cases in instances where they are able to determine the individual is a member of our campus community. The Health Department will monitor and analyze reported data to determine any trends and offer guidance about next steps.