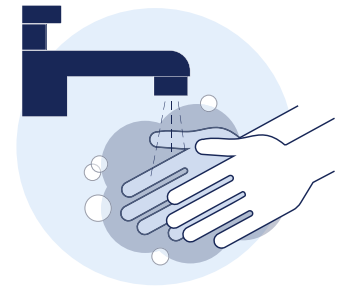


WHAT I NEED TO KNOW TO CREATE A SAFE & HEALTHY CAMPUS COMMUNITY

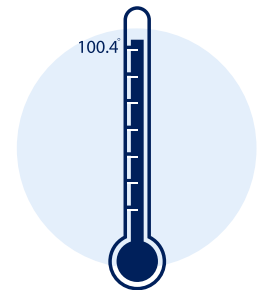
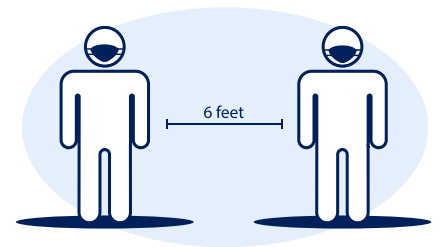
Safety Requirements

- ✓ Face Masks Indoors (all buildings)
- ✓ Face Masks in Classroom
- ✓ Face Masks In Personal Office When Not Alone
- ✓ Face Masks Outdoors When Not Able to Maintain Social Distance
- ✓ Face Shields Permitted Only When Delivering Lectures in Class
- ✓ Social Distance of Six Feet
- ✓ Personal Hygiene & Handwashing
- ✓ Keep Areas Sanitized



Health Monitoring Procedures

- ✓ Take Personal Temperature Daily
- ✓ Complete [Wellness App](#) Questions Daily
- ✓ Alert Chair or Dean if Ill
- ✓ Contact SSU Health Team (COVID19@shawnee.edu or 740-351-3276)
- ✓ [Follow Leave Procedures](#)



COVID-19 Reporting Protocols if Exposed

- ✓ Do not Report to Work and Alert Chair or Dean
- ✓ Contact SSU Health Team (COVID19@shawnee.edu or 740-351-3276)
- ✓ Complete [COVID-19 Incident Form](#)
- ✓ Follow [Leave Procedures](#)
- ✓ Report Student Illness or Exposure [through Aviso](#)



HR Procedures for Accommodations

- ✓ [Accommodation Request](#) Online
- ✓ Medical Condition that Exempts Use of Face Mask
- ✓ Medical Condition that Prohibits Return to Campus
- ✓ [Leave Policies](#)



Classroom Modifications & Cleaning

- ✓ Use of plexiglass barriers, if needed
- ✓ Space student stations six-feet apart
- ✓ Self-clean with provided sanitizer
- ✓ Custodians to sanitize classroom daily



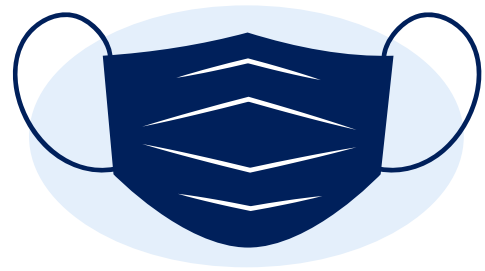
Student Conduct & Responsibilities

- ✓ Students must wear face masks in class and out
- ✓ Students should clean their desks at start of class
- ✓ Students should not come to campus if ill or exposed

- ✓ Students are expected to contact SSU Health Team and notify faculty if ill or exposed
- ✓ Students are expected to provide faculty documentation from SSU Health Team if ill or quarantined

Expectations of Faculty Members

- ✓ Teach, Mentor, Lead
- ✓ Establish strong lines of communication with students
- ✓ Report COVID-19 Concerns
- ✓ Contact Chair or Dean with Questions
- ✓ Take the [SSU Employee Pledge](#)



Access Resources

- ✓ [Teaching & Learning Center](#)
- ✓ [ITS](#)
- ✓ [Blackboard](#)
- ✓ [Dean of Students](#)
- ✓ [SSU Health Team](#)
- ✓ Colleagues
- ✓ Department Chair or Dean