



SOUTH DAKOTA
STATE UNIVERSITY

South Dakota State University

CAMPUS REOPEN PLAN



7.2020

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Campus Reopen Plan INTRODUCTION

Greetings -

I recently shared a quote by Nelson Mandela with our SDSU community. He once said, "It always seems impossible until it's done."

Since March, our university has continued to transform from a community waiting to return from spring break to one that went entirely online as the COVID-19 pandemic began to spread throughout our country. We conducted teaching online, supported our students online and held our first virtual graduation in May. We found ways to conduct important research and serve the citizens of South Dakota as part of our land-grant heritage.

Transformation continued during the summer as we worked to register students for this coming academic year, held virtual New Student Orientations and began what seemed like a daunting, even impossible task of planning for the fall semester in ways that take people's health and safety into account. We are committed to serving our students and providing them with an on-campus, classroom experience this fall.

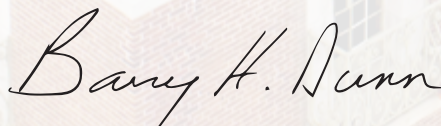
The following pages in this document provide a snapshot of the planning that has taken place over a 10-week period. Hundreds of SDSU faculty and staff have worked countless hours to develop, prepare and implement these plans. A special "thank you" to everyone who has been involved.

We feel confident that our plans will give us the best opportunity to experience success during the upcoming academic year. We know our campus will be impacted to some degree by COVID-19, but that working together, following health guidance and staying committed to doing the little things like washing hands and wearing face coverings are necessary to navigating the challenges and keeping our students in the classroom.

Please continue to reference this document or look to our JacksRBack website for more information about each plan. Together, we stand committed to looking out for each other, our university and the community of Brookings.

Thank you again to everyone who worked to develop these plans.

Sincerely,



Barry H. Dunn

President



BACKGROUND

Since February 2020, SDSU's Emergency Management Team (EMT) has been monitoring the COVID-19 pandemic and working to ensure the health and safety of SDSU's students, employees and visitors. Operations were altered with students completing the spring 2020 semester online and employees working remotely where possible beginning March 13. On April 28, Gov. Kristi Noem announced a "Back to Normal Plan" for state entities to transition to reopening offices beginning June 1. South Dakota Board of Regents (SDBOR) and the presidents of the six regental institutions announced May 1 that they are committed to resuming on-campus operations for the fall 2020 semester to provide opportunities for teaching, learning and cocurricular activities in an appropriate manner. On this same date, SDSU President Barry Dunn established the JacksRBack Task Force as part of SDSU's ongoing emergency management activities to develop plans for the resumption of appropriate on-campus operations guided by the following principles:

GUIDING PRINCIPLES

- SDSU is committed to participating in and upholding the principles of public health in our operations;
- Planning for a safe return will include a focus on academics; employees; student life; research, scholarship and creative activities; athletics and the Brookings community;
- Decisions pertaining to return-to-campus operations will be made with the health and safety of our students, employees and anyone who engages with SDSU considered;
- SDSU administrators will utilize guidance from the Centers for Disease Control and Prevention, South Dakota Department of Health and ad hoc medical and epidemiological expertise in their decision-making processes;
- SDSU will collaborate with local health care clinics and the South Dakota Department of Health for virus testing, serological testing and contact tracing as dictated by the most current public health regulations and guidance;
- SDSU is steadfast in our mission of providing access to higher education and creating a rich intellectual experience for the purpose of learning, research, scholarship and creative activities whether a student is able to return to campus in fall 2020 or requires an alternative opportunity to ensure academic progress;
- SDSU may direct remote or on-site work performance by employees in the most effective and efficient manner possible;
- SDSU will continue to operate within our core values of being people-centered, expanding knowledge through creativity, operating with integrity, commitment to diversity and achieving excellence; and
- Changes in key metrics such as hospitalization rates, level of community spread or the emergence of a localized "hot spot," as well as other emerging information about the COVID-19 virus and related guidance, will be the metrics for movement into more restrictive plan phases or less restrictive plan phases depending on the trend direction of these monitored data points.

Pledge to Care

SDSU continues to be committed to offering experiences that will help students grow, develop and engage with one another in meaningful ways both inside and outside of the classroom are indicative of being a Jackrabbit. We also recognize these will take on many new forms this year as we offer experiences in ways that place the health and safety of students, faculty, staff and guests as our top priority. Please join us in our pledge:



#JACKSFORALL

I PLEDGE TO CARE ABOUT MY FELLOW JACKRABBITS ...

- Care About Myself
- Care About Others
- Care About our Jackrabbit Nation

I PLEDGE TO ...

1. Care About Myself

- Monitor for the symptoms of COVID-19 and report to a medical professional if I experience a fever of 100.4 F (38C) or higher, dry cough, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat or loss of taste or smell.
- Wash my hands often with soap and water or use hand sanitizer.
- Get vaccinated for the flu in the fall.

2. Care About Others

- Maintain appropriate social distancing, regardless of group size, particularly in classroom settings or in the presence of older members of the community.
- Cover my mouth and nose with a tissue when I sneeze or use the inside of my elbow.
- Stay home if I feel ill or after exposure to someone who is ill or has tested positive for COVID-19.
- Wear an appropriate cloth face covering when around others.
- Be positive, attentive and helpful to anyone around who may be in need of support.

3. Care About our Jackrabbit Nation

- Keep my clothing, belongings, personal spaces and shared common spaces clean.
- Participate in testing, tracing, self-reporting and self-isolating to preserve the wellness of the community.
- Carefully observe instructional signs and follow directions.
- Follow guidelines when in the community to show care for others.



JACKSRBACK TASK FORCE

The JacksRBack Task Force was launched and chaired by SDSU President Barry Dunn in early May. The group is responsible for working with the university's Emergency Management Team to plan and execute with the purpose of restoring operations for the fall 2020 semester that will provide opportunities for teaching, learning and cocurricular activities in an appropriate manner. The members of the JacksRBack Task Force include:

- Barry Dunn, SDSU president and task force chair
- Karyn Weber, chief of staff
- Tracy Greene, vice president and general counsel
- Dennis Hedge, provost and vice president for academic affairs
- Michael Holbeck, interim vice president for budget and finance
- Daniel Scholl, vice president for research and economic development
- Michaela Willis, vice president of student affairs and enrollment management
- David Overby, vice president for technology and security
- Dean Kattleman, associate vice president for facilities and services (retired July 2020)
Barry Mielke, interim assistant vice president for facilities and services (joined July 2020)
- Justin Sell, director of athletics
- Michael Lockrem, director of university marketing and communications
- Laura Dirks, public health specialist

1. Expectations, Protocols, Communication and Support

Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person. Symptoms can range from mild (or no symptoms) to severe illness. In order to resume face-to-face campus operations and fulfill the mission of SDSU, we must take the necessary steps to help protect our students, faculty, staff and campus community from the potential of contracting COVID-19. To this end, we have devised a set of expectations and protocols for everyone to follow.



I. Expectations, Protocols, Communication and Support



EXPECTATIONS

Students, faculty and staff are required to complete training that emphasizes how to protect oneself and others from COVID-19.

-
- Follow SDSU protocols and information about the virus.
 - Self-screen and monitor for symptoms such as fever, cough and tiredness.
 - Stay home when sick.
 - Wash your hands with soap and water; if they are not available, use hand sanitizer with at least 60% alcohol.
 - Maintain a physical distance of 6 feet from people outside your household whenever possible.
 - Wear face coverings in accordance with the SDSU face covering protocol.
 - Asymptomatic individuals can still spread the virus; it is essential to wear a face covering even if one feels healthy.

I. Expectations, Protocols, Communication and Support



PROTOCOLS

This color phase chart is for planning purposes and reflects general planning guidelines for campus decision makers.

GREEN	YELLOW	ORANGE	RED
New Normal for Everyone but High-Risk Individuals	Low Risk for Everyone but High-Risk Individuals	Moderate Risk for Everyone but High-Risk Individuals	High Risk for Everyone

The applicability of the color phase is determined by the COVID-19 Response Team, a team designated by the SDSU Emergency Management Team, which designates the phase based on state, community and campus factors.

Due to the rapidly changing nature of the COVID-19 pandemic, COVID-19 protocols are continuously reviewed by the university's COVID-19 Response Team. The university works closely with the S.D. Department of Health and local public health agencies to monitor COVID-19 in Brookings County and surrounding areas. The guidance on this chart will be updated to reflect the latest CDC and SDDOH public health guidelines.

COMMUNICATING PRESUMPTIVE / POSITIVE COVID-19 TESTS

When an individual at SDSU experiences symptoms of COVID-19, has a presumptive or a confirmed COVID-19 test, or has been exposed to presumptive or confirmed COVID-19 test:

1. Individual must notify as follows:
 - Employee notifies supervisor.
 - Student notifies the Office of the Vice President for Student Affairs and Enrollment Management.
 - Visitor on campus notifies their SDSU contact, supervisor or University Police Department.
2. The designated notification individual or office will:
 - Gather information, if available, to include:
 - Whether the individual has been tested for COVID-19 and any results thereof;
 - The individual's contact information and location;
 - Has the individual contacted a physician;
 - Date of symptom onset;
 - Last contact with SDSU site and individuals within last 14 days.
 - Informs the employee or visitor not residing on SDSU property of the designated instructions as applicable and that they are to leave campus immediately and not to circulate in or on SDSU properties. Inform students of the designated instructions and to select one of two options: return home immediately for quarantine period OR move to the SDSU self-isolation/quarantine housing for quarantine period (Office of the Vice President for Student Affairs and Enrollment Management will coordinate).
 - Notify:
 - Employee's supervisor notifies employees and the assistant vice president for human resources who will notify the EMT chair.
 - For students, the vice president for student affairs and enrollment management will notify the EMT chair.
 - For visitors, notify EMT chair, who notifies SDSU Miller Wellness Center medical representative.
 - Informs employee or student that South Dakota Department of Health will be notified in conformity with applicable law.
 - Informs ill individual to stay in contact with the supervisor or designated notification individual to ensure when the individual is cleared to resume or participate in remote or in-person job functions, in-person or remote academic or other university functions.
 - University residential life representatives will work to coordinate appropriate isolation housing in conformity with law for individuals residing on campus.
3. EMT chair will notify Facilities and Services or Student Life Building Team regarding locations for disinfection.
4. SDSU Student Health Clinic and Counseling Center designated representative contacts the South Dakota Department of Health. Information will be shared as allowed by law. If there is a positive COVID-19 test on campus, SDSU will work with public health officials to determine if additional health and safety steps are necessary. The EMT will work to implement and coordinate any related emergency actions.
5. University Marketing and Communications will ensure that communication is disseminated through the COVID-19 webpage and campus email when there is a confirmed COVID-19 test. If the EMT determines there is a threat level requiring a higher level of notification, the chief of UPD determines if a timely warning is required, and those communications will be initiated in accordance with SDSU Policy 10:3. The South Dakota Department of Health is responsible for contact tracing and any quarantine directives.

STUDENT ISOLATION / QUARANTINE SUPPORT

When a student at SDSU experiences symptoms of COVID-19, has a presumptive or a confirmed COVID-19 test, or has been exposed to presumptive or confirmed COVID-19 test, they will be offered three options:



1. Return home for isolation/quarantine period required by the S.D. Department of Health;
2. If student resides in off-campus housing, Meadows or an SDSU townhouse, all roommates have been exposed to COVID-19 due to the close contact. Student and roommates will self-isolate in their current housing and, if in university housing, meals will be delivered for the duration of isolation/quarantine;
 - Exception: if student was exposed or tested positive at home/off campus and did not return to housing and expose roommates, the student would have the option to return home or transfer to SDSU isolation housing.
3. Transfer to SDSU student isolation housing for isolation/quarantine period required by the S.D. Department of Health. Sixty beds are available for student isolation housing with the potential for an additional 150 beds, if needed;
 - No charge for this service, other than meals delivered;
 - Isolation housing will be separate for exposed individuals and positive/inconclusive COVID-19 tested individuals;
 - If able, student may continue to participate in classes via technology. If student does not have a laptop to enable this participation, one will be loaned to the student for the duration of their isolation.

Student will return to normal housing and resume in-person instruction once self-isolation period has lapsed and they are released by medical professionals.

2.

Making Campus Safer

Making the SDSU campus a safer place involves creating a culture of personal accountability. We have taken measures to promote and maintain healthy environments and operations on campus in a manner that applies to all students, staff, faculty and visitors on campus, this includes protocols on face coverings. In settings in which social distancing is difficult, we are implementing modified layouts, physical barriers and directional guides to maximize social distancing and limit person-to-person contact. We will all benefit from a commitment to creating a safer campus and SDSU is here to help you do just that.



FACE COVERING PROTOCOL

The South Dakota Board of Regents has adopted a tiered approach to face covering requirements for its six public universities. This creates a framework under which the board and its universities are positioned to react quickly to adjust campus operations whenever necessary. This protocol will become effective at SDSU Aug. 1, 2020, and will remain in effect until further notice. Prior to the effective date, individuals are highly encouraged to use face coverings in accordance with the guidance.

The requirement to wear face coverings is just one of many measures taken by SDSU to promote and maintain healthy environments and operations on campus and applies to all students, staff, faculty and visitors on campus. During the implementation of any face covering requirement level, SDSU will assess, post and enforce revised occupancy limits for classrooms, conference rooms and other public areas on campus to account for the reduced capacity necessary to accommodate adequate social distancing (“COVID Capacity”). While the implementation of the levels may only require face coverings in certain settings on campus, SDSU encourages individuals to take personal responsibility to care for themselves and those around them, and in doing so, highly encourages the wearing of face coverings in all public areas on campus.

To begin fall semester operations on the campuses, the regents agreed to require face coverings in all public indoor spaces on campus (Level 3). The board’s protocol, which applies to all students, staff, faculty and campus visitors, provides for four differentiated levels of response:

LEVEL 1 requires face coverings in all classroom or lab settings where course delivery requires close proximity or physical contact and makes CDC recommendations on physical distancing impractical. Examples are instructional laboratories, clinical training environments, and design or art studio instruction.

LEVEL 2 requires face coverings in all public areas of academic buildings on campus (including classrooms, hallways and common areas), along with other indoor areas where 30 or more individuals frequently congregate or interact in a setting not conducive to maintaining CDC-recommended physical distancing.

LEVEL 3 requires face coverings in all public indoor spaces on campus.

LEVEL 4 requires face coverings in all public indoor and outdoor areas of campus.

SDSU has created a JacksRBack kit to support you in your efforts in helping to increase campus safety by giving you the tools to monitor your health and wellness. The JacksRBack kits will be distributed to all students, faculty and staff at South Dakota State University. The JacksRBack kits will also be distributed to the staff at the SDSU Alumni Association and the SDSU Foundation.

2. Making Campus Safer



JACKSRBACK KITS

The JacksRBack kits contain the following items:

- 1 reusable pouch
- 2 cloth face coverings
 - Instructions on how to wear and care for your cloth face coverings
- 1 digital thermometer with plastic case
- 1 bottle of hand sanitizer
- Educational materials with information on symptoms, self-monitoring and how to keep yourself and others safe.

GENERAL SPACE MODIFICATIONS

Facilities and Services will provide guidance, suggestions and the implementation of measures to prepare administrative and office spaces for the return of faculty, staff and students. This guidance takes into account a department's ability to conduct its business combined with the health and safety of SDSU employees and visitors. This guidance is based on CDC guidelines, S.D. Department of Health guidelines, and the SDSU JacksRBack Task Force. Space modifications include:

- Acrylic shields/sneeze guards to be installed at front-desk settings to provide a barrier between staff and visitors;
- Modified furniture arrangements to create physical distancing of at least 6 feet between individuals;
- Modified building entry and exit points to minimize and/or eliminate pedestrian cross traffic to create a looped traffic pattern where possible and reduce pedestrian cross-traffic where not possible;
- Offices that require queuing of visitors will be set up to create a 6-foot minimum distance between waiting visitors;
- Private offices will have no more than one visitor chair. If meeting with multiple people, restrict number to as few as possible, with all visitors being from the same family unit;
- Use of stairs when possible and limiting occupancy on elevator cars to maintain a minimum of 6 feet of physical distance between passengers;
- Hand sanitizer, disinfectant spray and quarter-fold towels will be distributed to departments in limited quantities.

COMMON AREAS AND BREAK ROOMS

- Discontinue common use of break room appliances (refrigerators, stoves, microwaves, etc.). Remove ice trays and commonly shared condiments (salad dressings, ketchup, mustard, etc.);
- Remove or discontinue use of shared kitchen utensils, plastic silverware, coffee makers, plastic cups, etc.;
- If coffee maker continues to be shared use, encourage disinfecting of handles, containers, etc., after each use;
- Alter seating in break rooms to separate seats by a minimum of 6 feet and to keep seats away from common pathways;
- Create queuing circles around appliances that remain in use to encourage social distancing;
- Stagger break times and lunch times to allow people to still use break rooms;
- Prop open doors while building is normally occupied;
- Enforce limits on the number of people who can gather in the room; and
- Rearrange furniture, remove chairs or rope off chair use to encourage social distancing and discourage use of space by too many people.

2. Making Campus Safer

CLASSROOM AND INSTRUCTIONAL LABORATORY ENVIRONMENTS

Social distancing measures will be utilized in all instructional environments. Actions to promote social distancing include:

- Placing 6 feet of distance between students (desks, chairs, etc.) in classrooms (60 net square feet per student).
- Acrylic protection shields will be strategically placed in some instructional environments when it is not possible to maintain social distancing of 6 feet.
- A mobile acrylic shield/sneeze guard will be made available in each classroom for the instructor to stand/sit behind.
- Placing 10 feet of distance between the faculty member podium/platform and the nearest student.
- Controlling classroom entry and exit to minimize gathering/crowding.
- Installation of wide-angle cameras and audio capture equipment in university classrooms to record in-class activities for uploading to the course D2L page.



INSTRUCTIONAL TECHNOLOGY

Instructional technology and software will be purchased to enhance instructional capabilities. Actions taken include:

- Purchase and installation of 90 wide-angle cameras and audio equipment in university classrooms.
- Purchase of 25 web cameras.
- Addition of instructional technology software to support e-learning.

2. Making Campus Safer



CLINICAL- AND FIELD-BASED INSTRUCTION

Academic programs will be provided schedule flexibility to balance student learning, graduation requirements, accreditation requirements and the public health situation. In addition:

- Students will have access to and utilize PPE as appropriate; and
- Students and instructional sites will follow South Dakota State University, South Dakota Department of Health and Centers for Disease Control and Prevention public health guidelines.

CLEANING

- In addition to regular custodial cleaning, cleaning/disinfecting of main doors across campus, touch points in open areas within the buildings, restrooms and classrooms will be increased to multiple times a day.
- Hand sanitizer stations are being placed by all card reader doors and vending machines, as well as other locations across campus.
- Electrostatic disinfecting machines will be used to disinfect athletic areas, events and touch points in open areas of buildings.
- Custodial Services has created kits, which include hand sanitizer, surface cleaner and a tabletop paper towel dispenser for offices across campus.

3.

Academics



3. Academics



Academic decision-making for Academic Year 2020-21 will be guided by the university's commitment to high quality academic programs, and the health and safety of the university community. In order to ensure progression towards graduation and academic continuity, course offerings during fall semester 2020 will include a limited number of entirely face-to-face courses, several courses being a combination of face-to-face instruction with online/virtual components, and other courses being entirely online/virtual. Classes may be scheduled into the evening and on Saturday as feasible and as necessary.

ACADEMIC CALENDAR

The academic calendar has been revised to mitigate the spread of COVID-19 to and from the university community. The academic calendar is now:

- Aug. 19, Wednesday: Start Date/Instruction Begins
- Sept. 7, Monday: Labor Day (Class Day)
- Oct. 12, Monday: Native American Day (Class Day)
- Nov. 11, Wednesday: Veterans Day (Class Day)
- Nov. 25, Wednesday: No classes
- Nov. 26-29, Thursday – Sunday: Thanksgiving Recess
- Nov. 30-Dec. 1, Monday – Tuesday: No classes; final exam preparation
- Dec. 2-8, Wednesday – Tuesday: Final exams (Online/Remote)

The revised academic calendar now begins earlier (Aug. 19) and utilizes three holidays as class days. On-campus instruction will conclude Nov. 24 (a total of 70 on-campus class days). Final exams will be conducted online/remote. The final exam period is five days, resulting in a 75 class-day academic semester (15 full weeks).

3. Academics

COURSE PLANNING

The provost and vice president for academic affairs will work with the Registrar's Office and the colleges to determine the final course schedule for fall semester 2020. Colleges/schools/departments will classify their courses into three groups to aid the scheduling process. The three groups are:

- Courses that must be taught entirely face-to-face and those courses in which face-to-face instruction is critical to achieving student learning outcomes and fostering student success.
 - Courses include laboratories, studios, simulations, performances and first-year seminars.
- Courses for delivery in a hybrid (mixed) manner with both face-to-face and online/virtual components.
 - Can be taught on a rotating face-to-face basis, where a portion of the class meets face-to-face, with different students participating face-to-face on different days of the week and the other students learning synchronously online.
 - Can be taught utilizing a “flipped” classroom model, where different students attend the classroom session on different days of the week.
- Courses most appropriately taught entirely online in either a synchronous or an asynchronous manner.

Also, courses will be planned to enable adjustment to remote learning if public health circumstances necessitate a change in instructional method.

In addition and as feasible, faculty will work with students who are unable to attend in-person classes to find alternative arrangements. A temporary course attendance policy will be implemented.



FACULTY DEVELOPMENT AND SUPPORT

Faculty development opportunities are being provided to ensure quality teaching, learning and assessment. Faculty development offerings include:

- A Summer Course Enhancement Institute focused on course redesign with summer stipends for attendees and faculty mentors; and
- An educational program on preparing for flexible course delivery.

Faculty support will include:

- Flexibility in faculty workload assignments and faculty evaluation; and
- High-risk faculty and those with high-risk family members in their household may request to teach online/remote per the SDSU Human Resources request process.

4.

Student Life and Housing



4. Student Life and Housing



STUDENT LIFE AND HOUSING

In order to help protect the health and safety of our students, SDSU is increasing the number of single rooms by 158, and ensuring a ratio of six students to every one restroom fixture. In addition:

- An increase in custodial staff will be in place for the academic year, allowing for two rounds of daily disinfecting of common spaces and one round on the weekends.
- Frequently touched surfaces will be disinfected while conducting rounds in residence halls.
- Cleaning supplies will be available for students to disinfect residence hall rooms.
- Recommendations will be provided to residents for room setups.
- High-risk students will have a designated floor.
- New occupancy limits will be established and posted for common areas such as kitchens, lounges and lobbies, and furnishings will be adjusted to promote social distancing.
- Deliveries must be picked up outside the residence hall.
- Non-SDSU individuals will not be allowed in the residence halls during the first month. We will evaluate and make decisions on the remainder of the semester based upon the pandemic.
- Students will be encouraged to remain at SDSU on the weekends and limit trips home to only the essential family gatherings and events.
- Greek housing will be encouraged to adopt similar guidelines.
- New protocols will be established for responding to student behavior issues in the residence halls to minimize contact and limit entry into student rooms to the extent possible.
- Student conduct will primarily be managed via technology with some exceptions for in-person meetings where warranted.
- Programming protocols will be established and in line with university event protocols.

MOVE-IN AND MEET STATE



DROP-N-GO

- New option for students to move belongings into their room in one-hour scheduled increments between July 24 to Aug. 7.
- Maximum of 200 appointments each day.
- Students are allowed to bring two guests over the age of 18 to assist.
- Students will bring their belongings and place them in their room. Residential Life staff will lock the room, and the students will return home until the official move-in later in August.

OFFICIAL MOVE-IN

- Scheduled for Aug. 10-18, instead of over two days.
- New student move-in will be held Aug. 14-16.
- Students will schedule their move-in time online.
- Students are allowed to bring two guests over the age of 18 to assist.
- No volunteers will be available to assist in moving student belongings.
- Golf carts will be operational to bring belongings from the unloading areas to the residence hall but no volunteers will assist with moving belongings from vehicles or into rooms.
- Guests will be encouraged to depart after the scheduled move-in time.

4. Student Life and Housing



STUDENT ENGAGEMENT

- Programming standards will be in alignment with university events protocols.
- Student organizations will continue to hold meetings for official business based on new guidelines, which include in-person, hybrid and virtual options.
- Training for student organization leaders will be conducted with new topics to include COVID-19 protocols, meeting planning, programming and fundraising requirements.
- Appropriate social distancing will be observed at all meetings, events and programs hosted by student organizations.
- Jacks Club Hub will be promoted to all students as the place to engage with student organizations.
- Fundraisers involving food sales will not be allowed unless the fundraiser is in partnership with Aramark or a community restaurant and does not involve student or employee preparation or distribution of food and CDC guidelines are followed.

DINING SERVICES

- Dining staff will wear face coverings based upon SDSU protocols and CDC guidelines.
- Queuing lines will be in place for our retail dining the with appropriate social distancing markers on the floor.
- Seating will be spread throughout the University Student Union and expanded to the ballroom during key dining times. The union's southeast dining area will not have seating available.
- Increased custodial staff will be in place to clean and sanitize dining locations, and patrons will be asked to sanitize spaces after use.
- GrubHub ordering and pickups will be utilized along with enhanced technology to notify patrons when their food is ready to be picked up.
- No self-serve options such as buffets or salad bars will be offered. Shared condiments will no longer be available.
- More grab-n-go options, to-go containers, packaged condiments and disposable utensils will be available.
- Larson Commons, Starbucks, Weary Wil's, Einstein's, C-Stores and the SDSU Dairy Bar will have new occupancy limits posted and enforced.
- Hours may be extended in certain dining locations to allow for greater access.
- Catering events will follow additional guidelines and restrictions.

4. Student Life and Housing



STUDENT HEALTH CLINIC AND COUNSELING SERVICES

- Testing for COVID-19 is available in the Student Health Clinic and Counseling Services.
- The Miller Wellness Center south entrance will be designated for the Student Health Clinic and Counseling Services patrons only; no general center access through this entrance.
- Screening will be conducted before individuals are allowed access to the waiting room per CDC guidelines.
- Cloth face coverings will be required for all individuals entering the Student Health Clinic and Counseling Services, per SDSU protocol and CDC guidelines. Face coverings will be available at the entry for those without their own.
- A separate waiting area is available for individuals experiencing COVID-19 symptoms.
- Protocols are in place for disinfecting exam rooms following use.
- Counseling will utilize Zoom to the extent possible for appointments.
- Jackrabbit Pharmacy will be accessible and delivery options will be promoted.

5.

Research, Scholarship and Creative Activity



5. Research, Scholarship and Creative Activity

Each of South Dakota State University's employees, students and volunteers at any and all locations share responsibility for the public health safety of others and for themselves. This includes locations and spaces where SDSU research, scholarship and creative activity (RSCA) are conducted. These may be on main campus, off campus at other university locations or nonuniversity locations. Also included are locations and spaces of activities that may not be locations for RSCA in the strict sense, including core facilities, vivarium, SDSU Extension, South Dakota Agricultural Experiment Station, Animal Disease Research and Diagnostic Laboratory research activities and possibly other services.

Our people-centered value is reinforced by conscientiously applying safety measures for oneself and for others and creates a culture of responsible safety. SDSU's guiding principles will be implemented as listed below. Guidance will be given for intensifying or relaxing practices if dictated by increases or decreases in the risk status.



- Conduct as much RSCA work as possible remotely, and self-screen for symptoms daily;
- Limit number of people working in indoor spaces so as to maintain 6 feet of personal space; use traffic flow as an adjunct to facilitate distancing;
- Use protective equipment when distances cannot be reliably maintained, including masks, barriers or other aids as needed or as directed as new information emerges;
- Use optimal combinations of on-site and remote work, evening and weekend hours, and other techniques to achieve distancing and density targets;
- To help optimally manage density of persons in RSCA spaces, prioritize activities according to needs for preserving RSCA resources, meeting contractual obligations, graduate degree requirements and career progress;
- Regularly sanitize frequently handled or touched surfaces or equipment;
- Follow SDSU Field Research Resumption Guidelines to implement distancing practices, travel guidelines and protections for participants from outside the university community;
- Research involving human subjects will strictly follow directives from the SDSU Institutional Review Board for self-screening, personal protective equipment, distancing, sanitization and utilization of virtual or remote methods; and
- Undergraduate students, graduate students, fellows and visiting scientists, and visitors may take part in RSCA activities if safety, density and distancing principles can be maintained.

6. Athletics



6. Athletics



The Department of Athletics will operate under the JacksRBack Guiding Principles to ensure the health and safety of student-athletes, coaches and staff. Athletics items will be influenced by guidelines of numerous national committees such as the National Collegiate Athletic Association (NCAA), The Summit League, The Missouri Valley Conference, The Big 12, the United States Olympic and Paralympic Committee (USOPC), National Athletic Trainers Association (NATA), National Strength and Conditioning Association (NSCA) and the National Collegiate Equestrian Association (NCEA). It will also use the strong relationship with Sanford Health and the Brookings Health System to help assess safety guidelines and protocols.

STUDENT-ATHLETE SCREENING

- All student-athletes returning to Brookings will be subject to daily screening and temperature checks.
- Symptomatic student-athletes will be isolated and tested.
- Positive test results will be handled in accordance to South Dakota Department of Health and campus guidelines.

ACCESS TO ATHLETIC FACILITIES

- Athletic facilities are not open to the public until further notice.
- Limited student-athletes will be allowed to utilize weight rooms, sports medicine areas, practice facilities and conditioning spaces in summer 2020.
- In all facilities, proper supervision, COVID-19 screening, cleaning and disinfecting, and adherence to guidelines will be planned and expected.
- Locker rooms, team rooms and laundry service will not be available to student-athletes until their sports preseason workouts begin in late summer or early fall.

ATHLETIC FACILITIES CLEANING

- Each facility will have adequate disinfectant and hand sanitizer available.
- Staff and/or student-athletes will help disinfect equipment.
- In the evenings, custodial staff will perform a “deep clean” in all facilities used that day.
- High-volume touch points will be cleaned frequently with provided disinfectant and single-use paper towels.

WORKOUT APPAREL

- Each sport allowed in facilities for summer 2020 will have the opportunity for a staff designee to retrieve workout apparel in locker rooms.
- Once apparel has been dispersed to student-athletes, the student-athlete will be responsible for laundering the items until locker rooms open for preseason workouts in late summer or early fall.

ADDITIONAL SAFETY MEASURES

- Athletic staff and student-athletes will strictly adhere to social distancing and good hygiene practices.
- Reminder signage with tips for limiting exposure to COVID-19 has been placed in strategic areas, along with markings to help people social distance.
- Entry and exit strategies have been developed to ensure social distancing.

7.

Visitors to Campus



7. Visitors to Campus



ADMISSIONS

Virtual campus visit programs will continue to be available for prospective students and families. Anticipate in-person individual campus visit programs will resume Aug. 3 for campus tours and admissions information. Academic and nonadmissions office appointments will continue to be conducted via Zoom. In addition:

- Individual visits will be limited to the student and two guests. No individuals under the age of 16 will be permitted on campus visits;
- Campus tours will be adjusted for maximum number of individuals on a tour, new routes and social distancing;
- SDSU face covering protocols will be required of every campus visitor and their guests while on campus;
- Group visit programs will have new participant limits and new protocols in place. Large group visit programs such as Senior Day will not be held this year in an in-person format;
- School and organization group visits will not be offered at this time in an in-person format. SDSU will monitor the pandemic to determine when this option will be available;
- High school visits and college fair attendance by recruitment staff will be determined based upon protocols established by high schools and college fair organizers. SDSU may limit travel based upon the pandemic and hot spots to promote safety of employees.



UNIVERSITY EVENTS

The SDSU events protocols are grounded in the SDSU Guiding Principles for Return to Campus and SDSU COVID-19 Protocols. While these protocols are specific to operations in a pandemic, it is important to note that South Dakota Board of Regents policies, SDSU policies and procedures, local, state and federal law will be followed in addition to these protocols.

- All SDSU-sponsored events, regardless of location, and non-SDSU sponsored events held on SDSU property, will follow, at a minimum, social distancing and the protocols outlined in this plan.
- Events will be held virtually when in red COVID-19 status. When in orange and yellow COVID-19 status, event organizers should strongly consider virtual options for hosting events, and at a minimum, provide a virtual attendance option for individuals unable to participate in person. In green COVID-19 status, events may be held in person without pandemic restrictions.
- Indoor and outdoor facility pandemic capacity will be posted for each facility and made available on the SDState website.
- A minimum of 10 feet will be present between presenters and audience.
- A Plexiglas barrier will be in place between the speaker and the audience, where practicable.
- Individuals from the same household unit will be allowed to be seated/occupy space without a minimum of 6 feet social distancing.
- Lobby and reception areas that are currently used for events and pre-/post-function activities (i.e. OLPAC lobby, VBR lobby) will remain unavailable for these purposes unless COVID-19 status is green.

8. Travel



GENERAL TRAVEL

- Upon receiving university approval to travel, individuals should review current CDC guidance for information as it relates to travel considerations, return policies and preventive measures you should take to protect yourself and those around you.
- Practice hand hygiene and respiratory etiquette.
- Practice social distancing.
- Follow SDSU face covering protocols.
- Monitor your health daily. Stay home when appropriate.
- Have adequate supplies, such as sanitizing wipes, hand sanitizer with at least 60% alcohol and a cloth face covering.
- It is strongly recommended that university travel not involve transportation via shared carrier, including but not limited to commercial airplane, train or commercial bus.
- If shared carrier transportation is required, travelers must follow the guidance and policies of any shared carrier used in connection with the travel, including maintaining social distancing at all times and wearing a cloth face covering for the duration of the trip.

STATE VEHICLES AND PERSONAL VEHICLES

- Clean and disinfect frequently touched surfaces regularly.
- Everyone in the vehicle is expected to wear a face covering for the duration of the trip per SDSU face covering protocol.
- Occupancy in the vehicle cannot exceed 50% total ridership based on the number of seats in a vehicle:
 - Passenger vehicle (including compact cars, SUVs, etc.)—i.e., if 5 seats, occupancy cannot exceed 2 people.
 - Passenger van and high-capacity trucks—i.e., if 10 seats, occupancy cannot exceed 5 people.
 - Shuttle bus—i.e., if 16 seats, occupancy cannot exceed 8 people.
- Circulate air within the vehicle at all times, as possible given weather conditions. Open or partially open windows and use outside air for air conditioning.
- Whenever possible, seek to minimize stops while traveling.
- After fueling, use a hand sanitizer with at least 60% alcohol. Wash your hands for at least 20 seconds at the fueling location or when you arrive at your destination.
- Occupants in the vehicle should maintain 6 feet of separation in the vehicle, if possible. This may be accomplished by facing the same direction, sitting in alternating rows in a vehicle or by maintaining a zig-zag pattern of seat spacing.

9. Emergency Operations

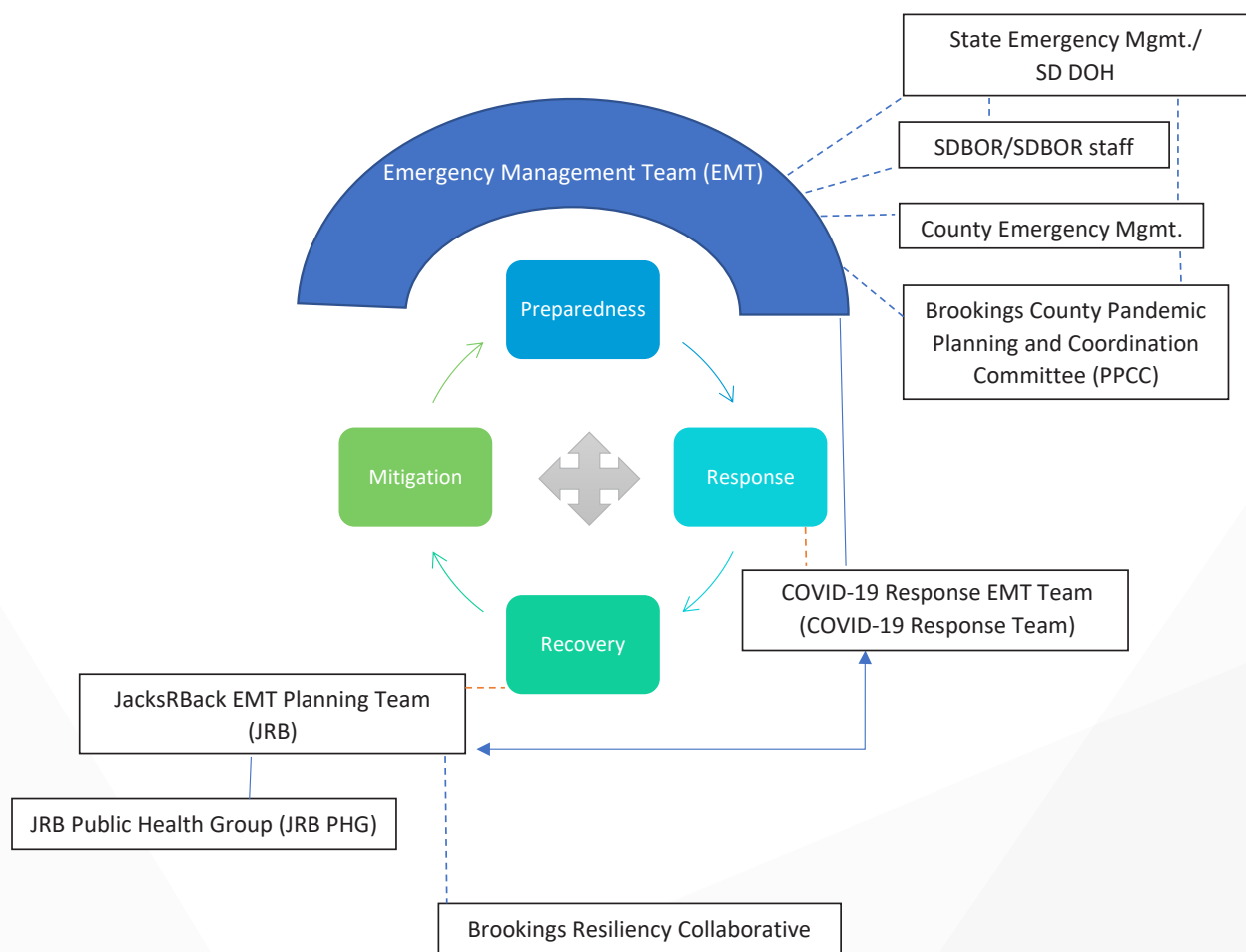


9. Emergency Operations

SDBOR Policy 1:6 assigns the president executive responsibilities for South Dakota State University. Accordingly, the president is ultimately responsible for emergency management and has designated responsibility for emergency management and coordination of all phases of emergency to the Emergency Management Team (EMT) and its chair.

The EMT is responsible for overall coordination of the university's emergency management efforts, including all phases of emergencies: preparedness, response, recovery and mitigation¹. The EMT chair, or designee, is responsible for operations in all facets by convening differently constituted groups. EMP Sec. 3.9. The group members vary based on the type of incident and response team needed and are further defined in this guide.

PHASES OF AN EMERGENCY² CORRELATED WITH OPERATIONAL TEAMS



¹ Demobilization Phase is another phase that will occur in the future when the emergency is over. EOP Secs 1.5.

² This is a visual depiction of the cycles of the phases of emergency management.

