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6-12-2020

## **Boise State University Reintegration Guide**

Boise State University

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# BOISE STATE UNIVERSITY

## Reintegration Guide

June 12, 2020

**WE ARE  
BRONCOS**



BOISE STATE UNIVERSITY



BOISE STATE UNIVERSITY

**Adapting to changes in the way we go about our daily lives on campus will be crucial to the university's ability to remain open throughout fall semester and into spring.**

**We look forward to welcoming our students, faculty and staff back to campus and thank you in advance for embracing the changes and limitations necessary to keep our campus and the surrounding community safe.**

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# BOISE STATE REINTEGRATION COMMITTEE

The Boise State University Reintegration Committee (“Committee”) is charged by President Marlene Tromp with recommending and advising when and under what conditions the university can reintegrate, or resume, in whole or part, in-person operations.

The Committee is chaired by Chief of Staff & Vice President for Compliance, Legal and Audit, Alicia Estey, JD, MPH, and has eleven additional members. The group meets regularly to review relevant research, modeling, clinical data and other inputs from respected sources that can help inform integrated and aligned recommendations, including recommendations from various work groups and subcommittees supporting reintegration. Through Chief of Staff and VP Estey, the Committee reports regularly to the Executive Team with updates to the Administrative Council.

The recommendations focus on students, faculty and staff, but also consider the impacts of reintegration decisions on the community and Idaho’s healthcare system. President Tromp reviewed these recommendations and consulted the Executive Team and others to decide whether and how these would be implemented and under what time frame.

This report reflects the university’s reintegration plans as of June 12, 2020. The Committee will continue its work and update its plans as conditions may warrant. For the most up-to-date information, please visit [Boise State’s COVID-19 page](#).

## Reintegration Committee Members

### **Alicia Estey, JD, MPH**

Chief of Staff and Vice President for Compliance,  
Legal and Audit  
Office of the President

### **Kathryn Hughes, MD, MPH**

Medical Advisor  
Office of the President

### **Tony Roark, PhD**

Interim Provost and  
Vice President for Academic Affairs

### **Leslie Webb, PhD**

Vice President for Student Affairs and Enrollment  
Management

### **Randi McDermott, MPA**

Vice President for Campus Operations  
Campus Operations

### **Harold Blackman, PhD**

Interim Vice President for Research  
and Economic Development  
Research and Economic Development

### **Jim Munger, PhD**

Special Assistant to the Provost  
Office of the Provost

### **Greg Hahn, MA**

Associate Vice President for Communications  
and Marketing  
Communications and Marketing

### **Roger Brown, BA**

Director of Government and Community Affairs  
Office of the President

### **Matt Wilde, JD**

General Counsel  
Compliance, Legal and Audit

### **Suzy Arnette, PhD**

Director of Environmental Health, Safety and  
Sustainability  
Campus Operations

### **Elise Alford, MEd**

Project Manager  
Office of the President



## Work Groups and Subcommittees

Under President Marlene Tromp, a number of additional work groups and subcommittees are charged with continuity and reintegration planning related to essential functions of the university, including:

### Employee Reintegration Subcommittee

Shawn Miller, Human Resources (Chair); Tiffany Trader, Human Resources; Catherine Weitz, Human Resources; Jacy Nary, Professional Staff Association; Julia Beard, University Health Services; Justin Doi, Association of Classified Employees; Martha Placencia, Association of Classified Employees, Kaysi Parke, Human Resources; Luke Jones, Housing and Residence Life; Ron Janeczko, Extra Mile Arena; David Wilkins, Faculty Senate; Laura Kendall, Morrison Center; Bob Carney, Boise State Athletics; Suzy Arnette, Environmental Health, Safety and Sustainability; Lisa Cochran, Extra Mile Arena; Barb Beagles, Facilities Operations and Maintenance

### COVID-19 Testing, Treatment and Care Working Group

Alicia Estey, Office of the President (Chair); Kathryn Hughes, Office of the President; Julia Beard, University Health Services; Rochelle Wolfe, University Health Services; Marc Paul, Boise State Athletics

### Campus Wellbeing Working Group

Lauren Oe, Office of the Dean of Students (Chair); Holly Levin, BroncoFit; Matt Niece, Counseling Services; Leah Goede, Human Resources; Francisco Salinas, Student Diversity and Inclusion; Adriane Bang, Gender Equity Center; Michelle Tassinari, Office of the Dean of Students; Michelle Payne, Office of the Provost; Kara Braschia, Service Learning; Matt Schmasow, Advising and Academic Support; Jason Hermes, Campus Recreation Center; Kris Sansing, Student Affairs and Enrollment Management Communications

### Finance Working Group

Mark Heil, Finance and Administration (Chair); Alicia Estey, Office of the President; Leslie Webb, Student Affairs and Enrollment Management; Paul Powell, Boise State Foundation; Roger Brown, Office of the President; Bob Carney, Boise State Athletics; Jo Ellen DiNucci, Finance and Administration; Tim Dunnagan, College of Health Sciences; Matthew Ewing, University Advancement; Ken Kline, Budget and Planning; Shawn Miller, Human Resources; Harold Blackman, Research and Economic Development

### Graduation Planning Working Group

Greg Hahn, Communications and Marketing (Chair); Lauren Griswold, Office of the President; Allison Corona, Communications and Marketing; Crystal McBrayer, Communications and Marketing; Heather Calkins, Office of the President; Leigh Ann Dufurrena, Communications and Marketing; Spencer Jahn, Trademark Licensing; Erin Muggli, Office of the Provost; Kinzi Poteet, Graduate College; Lauren Hamilton, Alumni Relations; Mandy Nelson, Office of the Registrar; Sonny Alvarez, Bronco Shop; Mark Fitzgerald, Office of Information Technology

### High Enrollment/Impact Working Group

Tony Roark, Academic Affairs (Chair); Andrew Finstuen, Office of the Provost; Mark Wheeler, Extended Studies; Susan Shadle, Center for Teaching & Learning; Christine Bauer, eCampus Center

### Innovation Working Group

Gordon Jones, College of Innovation and Design (Chair); Andrew Finstuen, Office of the Provost; Lauren Griswold, Office of the President; Leslie Webb, Student Affairs and Enrollment Management; Tony Roark, Academic Affairs; Harold Blackman, Research and Economic Development; Matthew Ewing, University Advancement; Roger Brown, Office of the President; Mark Wheeler, Extended Studies

### Reintegration Communication Subcommittee

Greg Hahn, Communications and Marketing (Chair); Lauren Griswold, Office of the President; Sherry Squires, Office of the President; Cienna Madrid, Communications and Marketing; George Thoma, Campus Operations; Kaysi Parke, Human Resources; Shad Jessen, Office of Information Technology; Michelle Payne, Office of the Provost; Ashlee Chaffee, Admissions; Kris Sansing, Student Affairs and Enrollment Management Communications; David Allen, Student Affairs and Enrollment Management Communications; Lillian Smith, Community and Environmental Health; Elise Alford, Office of the President; Alicia Garza, Office of the President; Francisco Salinas, Student Diversity & Inclusion; Dora Ramirez, Sociology



### **Research Advancement Working Group**

Harold Blackman, Research and Economic Development (Chair); Leslie Durham, College of Arts & Sciences; JoAnn Lighty, College of Engineering; Tony Roark, Academic Affairs; Tammi Vacha-Haase, Graduate College

### **Facilities / Staffing Working Group**

#### ***Classroom Capacity and Physical Distancing Subcommittee***

Randi McDermott, Campus Operations (Chair); Jim Munger, Office of the Provost; Christy Jordan, Capital Planning and Space Management; Ann Wozniak, Architectural and Engineering Services; John Kaplan, Department of Public Safety; Rob Littrell, Department of Public Safety; George Thoma, Campus Operations; Suzy Arnette, Environmental Health, Safety and Sustainability; Barb Beagles, Facilities Operations and Maintenance; Mark Fitzgerald, Office of Information Technology; Kimber Shaw, Office of the Registrar; April Lanningham, Capital Planning and Space Management; Joey Martinez, Capital Planning and Space Management; Lee Keily, Capital Planning and Space Management; Elise Alford, Office of the President

#### ***Disinfection Protocol and Supplies Subcommittee***

Randi McDermott, Campus Operations (Chair); Barb Beagles, Facilities Operations and Maintenance; Jacy Nary, Public Safety; George Thoma, Campus Operations; Lisa Cochran, Extra Mile Arena; Luke Jones, Housing and Residence Life; Nicole Nimmons, Campus Services; Rob Littrell, Department of Public Safety; Bob Carney, Boise State Athletics; Rusty Brummer, Facilities Operations and Maintenance; Suzy Arnette, Environmental Health, Safety and Sustainability; John Barrie, Facilities Operations and Maintenance; Brent Delong, Student Union; Emily Burns, Campus Operations; Kevin Israel, Housing and Residence Life; Jason Hermes, Campus Recreation

### **Student Experience Working Group**

Leslie Webb, Student Affairs and Enrollment Management (Chair); Tony Roark, Academic Affairs; Mark Wheeler, Extended Studies; Andrew Finstuen, Office of the Provost; Gordon Jones, College of Innovation and Design; Matt Wilde, Office of the General Counsel; Chris Wuthrich, Office of the Dean of Students

#### ***Academic Affairs Student Engagement Subcommittee***

Shelton Woods, Honors College (Chair); Susan Shadle, Center for Teaching and Learning; Kelly Myers, College of Arts and Sciences; Joelle Powers, College of Health Sciences; Jen Schneider, School of Public Service; Lisa Berry, Extended Studies; Tomas Baiza, Advising and Academic Support Center; John Bieter, University Foundations; Michelle Payne, Office of the Provost; Megan Gambs, STEM and Diversity Initiatives; Brandi Venable, Honors College

#### ***Co-Curricular Student Engagement Subcommittee***

Eric Scott, Student Affairs and Enrollment Management (Chair); Kaleb Smith, Associated Students of Boise State University; Charlie Varland, Student Involvement and Leadership; Erin Mahn, Student Involvement and Leadership; Melissa Jean Stafford, Student Involvement and Leadership; Francisco Salinas, Student Diversity & Inclusion; Zoë Segnitz, New Student Programs; Ro Parker, Student Diversity & Inclusion; Jason Hermes, Campus Recreation; Jared Cox, Campus Recreation; Kyle Dean, Campus Recreation; Debbie Kaylor, Career Services; Nick Van Santen, Career Services; Kris Sansing, Student Affairs and Enrollment Management Communications; Ashley Mauchley, Extended Studies

#### ***Graduate College / Graduate Student Experience***

Larkin Tobiason, Graduate College (Chair); Kinzie Poteet, Graduate College

### **Support Healthcare Systems Working Group**

Alicia Estey, Office of the President; Roger Brown, Office of the President; Luke Jones, Housing

The Reintegration Committee reviews recommendations from these work groups and subcommittees for inclusion in reintegration guidance. Work group and subcommittee timelines, objectives and membership are subject to change in order to meet the needs of the university and the reintegration process.





## INTRODUCTION

COVID-19 is a respiratory illness caused by the novel coronavirus SARS-CoV-2. The virus spreads from person-to-person primarily through respiratory droplets and contact with contaminated surfaces. It is an especially virulent threat for older individuals and individuals with underlying health issues. We have much to learn about the virus and to consider in the context of risk and risk mitigation for Boise State populations.

The Reintegration Committee (“Committee”) drew on a wide range of resources in developing its recommendations. This included guidelines from the Centers for Disease Control and Prevention (“CDC”), Idaho Governor’s Office, Idaho Central District Health, the Idaho State Board of Education, and other government agencies and professional organizations. Committee members reviewed scientific literature, peer-reviewed studies, and state-specific information, including COVID-19 infection and hospitalization rates for Idaho. The Committee has been in close contact with other academic institutions in the state and across the country, and reviewed plans and white papers from other colleges and universities across the country. The Committee is especially grateful to Indiana University for its willingness to freely share its resources.

In developing these recommendations, the Committee is operating under the assumption that there will continue to be some degree of spread in the community during the fall semester and beyond unless and until herd immunity is achieved either through vaccination or infection and recovery. While therapy and vaccine development are underway and early clinical trials have begun, to date no vaccine with proven safety and efficacy exists.

Thus, as Boise State University reintegrates for fall semester, the primary tools to limit the viral spread and harm are prevention through a combination of personal and public health practices. The Committee’s recommendations, wherever possible, are evidence-based and intended to facilitate faculty, staff and students returning to campus as safely as possible.

This return involves balancing risk with benefit. The duration of this pandemic remains unclear, and the situation is dynamic and continues to develop. We anticipate restrictions and limitations will be in place for the next 12-18 months. Throughout this time period, the Committee will regularly review public health guidance, scientific data, and clinical best practices and update its recommendations as the need arises.

## Reintegration Framework

This framework complies with the guiding principles outlined in [Idaho Rebounds: Guidelines for Opening Up Idaho](#), published by the State of Idaho on April 23, 2020. That plan sets out three categories of advancement criteria that must be met in order to move forward with a staged reopening of various sectors of the economy.

At the time of this report, a number of states are in the early to advanced phases of reopening. Idaho moved from Stage 1 to Stage 2 in its Idaho Rebounds reopening plan on May 16, from Stage 2 to Stage 3 on May 30, and will move from Stage 3 to Stage 4 on June 13.

## Reintegration Principles

1. A phased and multi-layered approach is needed for the safe return to campus, as herd immunity - either by vaccine or by illness - will not be achieved prior to the start of fall semester.
2. The [CDC estimates](#) that approximately 33% of those infected with COVID-19 are asymptomatic, and that 40% of transmission occurs before people feel sick.
3. A variety of risk mitigation and monitoring strategies need to be in place before the return to campus. Modified strategies will be considered as technologies advance and more data becomes available.
4. Because the duration, proximity to others, and location of exposure impact the likelihood of spread, the university must take steps to reduce exposure to the virus to the lowest levels possible.
5. To minimize opportunities for transmission, and to provide multiple options to meet students' needs, courses will be offered in the following modes of delivery: in-person, remote, hybrid and online.
6. Plans to return to campus may differ for students depending on their year and/or major.
7. Special consideration must be given to vulnerable populations within our campus community.
8. If viral spread declines, restrictions may be relaxed in a phased approach.
9. Variations among the main campus and off-site university operations may be considered and all locations must abide by local health department guidelines.
10. Faculty and staff should continue working on a remote basis as long as feasible or until otherwise instructed by university administration.
11. All members of the university community are responsible for mitigating the risks of transmission of COVID-19 by adhering to university, governmental, public health, and medical guidelines.
12. In the event of a resurgence, criteria and procedures must be in place to allow the campus to scale back operations and/or shut down rapidly.



# A MESSAGE FROM THE REINTEGRATION COMMITTEE

When developing the guidance that follows, the Committee gave careful consideration to minimizing risk for all members of the campus community while maximizing options for students and employees. The requirements in this document are necessary to maintain the health and safety of our campus community, which is a precondition to keeping the campus open. The Committee recognizes that COVID-19 has impacted members of the campus community differently because of systemic social, economic and healthcare disparities. The university is committed to caring for the most vulnerable members of our community with support services, including student emergency funds, subsidized healthcare and counseling services, a food pantry and other systems of support.

The university remains committed to our [Statement of Diversity and Inclusion](#), [Shared Values](#), and [Standards of Conduct](#). Discrimination on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, income, protected veteran status, limited English proficiency, or any other status protected under applicable federal, state or local law is a violation of university policy and is inconsistent with our values.

*Students seeking assistance are encouraged to contact any of the following:*

[Dean of Students](#)  
[CARE](#)  
[University Health Services](#)  
[Counseling Services](#)  
[Educational Access Center](#)  
[Gender Equity Center](#)  
[International Student Services](#)  
[Student Diversity and Inclusion](#)  
[Veteran Services Center](#)  
[Office of Institutional Compliance and Ethics](#)

*Employees seeking assistance are encouraged to contact any of the following:*

[Human Resources](#)  
[Faculty Ombuds](#)  
[CARE](#)  
[University Health Services](#)  
[Counseling Services](#)  
[Employee Assistance Program](#)  
[Gender Equity Center](#)  
[Student Diversity and Inclusion](#)  
[Office of Institutional Compliance and Ethics](#)

Adapting to changes in the way we go about our daily lives on campus will be crucial to the university's ability to remain open throughout fall semester and into spring. While the Committee's guidance is based on the most up-to-date medical, public health and legal guidance available, students uncomfortable with the changes or the ongoing risks related to COVID-19 should consider continuing their coursework remotely.

We look forward to welcoming our students, faculty and staff back to campus and thank you in advance for embracing the changes and limitations necessary to keep our campus and the surrounding community safe.

# REINTEGRATION GUIDANCE

## Timing of Reintegration

1. The timeline for reintegration depends upon the extent of viral spread, which will change over time. These current modeling projections and health system tracking data support a phased return to campus with multiple risk mitigation strategies including physical distancing and barriers, facial coverings, COVID-19 screening and/or diagnostic testing and contact tracing procedures.
2. Approximate timelines for return and reintegration follow:
  - a. Beginning May 27, researchers will begin to return to labs through the Research Restart initiative led by VP for Research and Economic Development Harold Blackman.
  - b. Beginning June 8, student athletes begin voluntary workouts as outlined in the Boise State Athletics Reintegration Plan.
  - c. Beginning June 15, university departments and units may begin preparing Reintegration Plans (“Plans”) based on these guidelines and the Return to Work Matrix in addition to any statutory, regulatory, contractual or industry-specific requirements applicable to the department.
    - i. Once completed, academic department chairs will submit their Plans to the provost; administrative units will submit their Plans to their VP. Once approved, Plans will be forwarded to the Reintegration Committee, which will make any necessary adjustments, designate a time for the department to return, and then send the approved Plan back to the originating department and dean or VP. The workflow will occur through an automated process.
    - ii. Priority for review and approval will be given to departments whose presence on campus is necessary to prepare for the start of fall semester. This process will be spread out over several months to ensure that the university does not overburden the local healthcare system’s testing capacity or strain the university’s supply of disinfectants and personal protective equipment (“PPE”).
    - iii. Departmental reintegration timelines are subject to change based on fluctuations in infection rates, availability of disinfectant and PPE, and other factors outlined in this document.
  - d. Beginning July 6, departments whose plans have been approved will begin a staggered reintegration and return to campus.
  - e. On or before July 15, students will review their course registration information online to determine if course section changes are necessary based on their preferred method of delivery (in-person, online, remote, or hybrid). These adjustments will help inform departmental decisions on how and when to return to campus.
  - f. The week of August 17, residential students will begin a phased move-in.
  - g. On August 24, fall semester courses begin.

# Comprehensive Public Health Strategy

The university has developed a comprehensive public health strategy to prevent and contain COVID-19 infections on our campus. This strategy is multifaceted and includes education, increased sanitation and personal and public hygiene measures, physical distancing, testing, contact tracing, quarantine, isolation and care and support for those impacted by COVID-19 infections.

## Education, Prevention, Sanitation, and Personal Hygiene Measures

1. The university's public health officer, in consultation with the Committee and UHS, will develop a comprehensive program to increase education and awareness of COVID-19 signs, symptoms and transmission prevention. This program will include a brief online COVID-19 safety training that all members of the campus community will be required to complete.
2. Until further notice, individuals on university owned or controlled property must wear reusable, clean facial coverings or single-use disposable facial coverings at all times except outdoors where physical distancing can be achieved, in living spaces, or in enclosed offices in which only a single individual is present.\* Facial coverings will be provided to faculty, staff and students (2 facial coverings/person), and made available throughout campus (e.g. at the Bronco Shop, etc.) for sale at cost. Instructions regarding proper use, storage and cleaning will be provided.
3. The university will provide respirators or medical-grade facial coverings to individuals where it is a job requirement.
4. Members of the campus community must observe proper hand hygiene and respiratory etiquette (i.e., no hand shaking, cough or sneeze into a tissue, wash hands for at least 20 seconds with soap and water, etc.).
5. Members of the campus community have a shared responsibility for assisting with cleaning and disinfecting their work, classroom, study, or recreation space as requested by Campus Operations.
6. Individuals who are exposed to a person who is known or suspected to be infected with COVID-19 or who has themselves tested positive for COVID-19 must self-quarantine or self-isolate in accordance with their healthcare provider's instructions and university self-quarantine and isolation guidelines. For information about notification requirements, see COVID-19 Testing and Self-Isolation and Quarantine.
7. Members of the campus community must participate in COVID-19 case investigation and contact tracing with state, local or university health officials.
8. Members of the campus community must cooperate with the public health department and university public health or medical staff if exposed or diagnosed with COVID-19.
9. The university strongly advises all members of the campus community to get an annual influenza vaccine. Residential students should also get the meningococcal B vaccination unless otherwise directed by a healthcare provider.

\*We recognize that it is sometimes a dangerous and difficult choice for Black, Indigenous and/or People of Color to wear facial coverings due to racial, ethnic and national origin bias. It is a violation of the university's [Non-Discrimination and Anti-Harassment policy](#) and inconsistent with the university's [Shared Values](#) to discriminate against an individual based on their race, ethnicity, national origin or other protected classification. If you witness or experience facial covering-related discrimination, or discrimination of any kind, please report the incident to [Institutional Compliance and Ethics](#).

## Public Hygiene

Public hygiene measures are an effective and inexpensive means by which to control virus transmission. These measures will include:

1. Increased regular cleaning and disinfecting of public spaces.
2. Increased regular cleaning and disinfecting of high touch surfaces (common areas, classrooms, hallways, dining, sporting/gym areas).
3. Providing hand sanitizing stations at primary entrances to facilities and in high-traffic areas.
4. Removal of high-touch items such as magazines, common pens, etc.

## COVID-19 Testing and Self-Isolation and Quarantine

The ability to accurately identify university faculty, staff and students infected with COVID-19 and isolate them, along with tracing their close contacts, is critical to limiting the number of COVID-19 cases in the campus community. Decisions about testing were made based on advice from medical and public health professionals. These decisions were informed and guided by the need to balance the benefits of testing with the state's capacity to test. Testing protocols may be adjusted based on the availability of testing supplies, local healthcare systems' capacity to test, and evolving public health and medical guidance.

### 1. COVID-19 Testing of Asymptomatic Individuals

- a. Boise State has partnered with Saint Alphonus Regional Medical Center ("Saint Al's") to provide polymerase chain reaction testing ("COVID-19 testing") for members of the university community. These tests will be administered at a Saint Al's testing site or at University Health Services ("UHS").
- b. Based on guidance from university public health and medical advisors, the following groups must test negative for COVID-19 as indicated below:
  - i. Student athletes, before returning to campus for training or practice
  - ii. Residential students, before checking into Housing for fall semester
  - iii. Employees who have been working remotely since the governor's stay-home order was issued before returning to campus-based work, including meetings and activities
  - iv. Employees who, due to the nature of their work, have remained on campus during the stay-home order due to their designation as "essential" under the order, before July 6
- c. Other groups deemed to be in high risk categories may also be required to undergo COVID-19 testing based on guidance from university public health and medical advisors.
- d. At this time, the utility of repeat or interval-based testing is still being established. As more is learned, the university may amend or expand its testing protocols.
- e. All groups undergoing COVID-19 testing will be given specific instructions regarding the time and location of their test. Test results will be provided to the individual being tested, to UHS, and the university's public health officer. The test results will be secured by UHS in the same manner as all medical records.
- f. Students and employees in the groups above who cannot obtain COVID-19 testing from Saint Al's or UHS will be given instructions regarding accepted testing types, the allowable window of time for testing before their return/arrival on campus, and instructions for submitting test results to UHS. This information will be shared once available.

- g. The university will work to assist underinsured individuals and those in the groups above whose insurance does not cover the cost of COVID-19 testing. These individuals should seek testing from UHS.
- h. The university's public health officer will work with UHS, Saint Al's and Central District Health ("CDH") to ensure that individuals who test positive receive instructions on self-isolating and that contact tracing begins immediately. UHS or the public health officer will also assist the test-positive employee in notifying the employee's supervisor of their absence from work. The public health officer or UHS will also assist positive-test students with contacting their faculty members in order to excuse them from class.

## 2. COVID-19 Testing of Symptomatic Individuals

- a. Members of the campus community showing [signs or symptoms of COVID-19](#) are not permitted to come to campus until they have tested negative for COVID-19. Diagnostic testing of symptomatic individuals can be managed by UHS, Saint Al's, or the student or employee's primary care provider.
- b. After testing for COVID-19, the individual will quarantine pending their test results. Roommates or members of the individual's household who are also members of the university community must also quarantine pending the test results.
- c. If the test result is positive, this arrangement will continue for 14 days for roommates/close contacts. The COVID-19 positive individual will remain in isolation for 10 days after the onset of symptoms and 72 hours after being fever-free without fever-reducing medications.
- d. Members of the campus community who are symptomatic and are tested by a non-UHS provider should notify the university's public health officer once a test has been administered. The public health officer will assist the student or employee with next steps, including contacting their supervisor or faculty members, as well as work with CDH on university-based contact tracing.
- e. If the test result is negative, the individual should continue to monitor themselves for symptoms and follow their provider's instructions regarding re-testing. If close contacts experience symptoms, they should seek care from UHS or their provider. Normal activities may be resumed as long as test results are negative.

- 3. **Positive test results** for both asymptomatic and symptomatic individuals will be maintained by UHS in accordance with applicable laws. Information regarding positive test results will not be disclosed except where necessary in cooperation with CDH's contact tracing program. Supervisors and faculty members who are informed of positive test results are not permitted to disclose this information.

## 4. Self Quarantine and Isolation

- a. A limited number of self quarantine and isolation rooms have been set aside for on-campus residential students who are exposed or infected. All others will be required to quarantine or isolate at home.
- b. Compliance with isolation and quarantine orders will be monitored and enforced. Agreement to this precaution will be a requirement for faculty and staff and will be a requirement for admission and returning to campus for students.
- c. On-campus residential students in isolation or quarantine will receive food delivery and periodic check-ins; however if symptoms become severe, paramedics will be called. If the student does not qualify for hospital admission, but is too sick to remain in housing, the student's emergency contact will be notified to make alternate arrangements.
- d. Individuals with COVID-19 who have isolated at home may leave home when all of the following conditions are true: no fever for at least 72 hours without fever-reducing medication, other symptoms have improved, and at least 10 days have passed since the onset of symptoms.



## 5. Antibody Testing

- a. At this time, the university will not require large scale antibody testing (serological testing) in managing the phased reopening of the university as it does not determine active viral infections of COVID-19.
- b. Such testing will be useful in research and to establish baseline population data in Idaho and perhaps in a representative sample of university students, faculty and staff who have been exposed to and developed antibodies in response to COVID-19. As this testing evolves, it will be reviewed and assessed for possible broader implementation.

## Contact Tracing

The university's public health officer will work in partnership with Saint Al's, UHS, and Central District Health ("CDH") to ensure that infected or exposed members of the campus community self-isolate or quarantine as necessary and will also assist CDH with campus-based contact tracing. The university may encourage the use of technology to assist in contact tracing, but will not require it.

Additional information about contact tracing will be provided when available.

## Physical Distancing

1. Individuals on campus must maintain at least 6 feet between people/workstations. Departments should consult with Campus Operations regarding the installation of plexiglass or other barriers in workspaces where individuals must face each other or are unable to maintain 6 feet physical distance. Departments may request an assessment of their workspaces by submitting a [Service Request](#) or calling (208) 426-1409.
2. Appropriate public health signage will be placed in common areas and other spaces where individuals typically congregate to remind individuals and visually demonstrate appropriate physical distancing. Departments may print and place additional signs in their area as appropriate. These signs will be available for download and printing from Printing and Graphics.

## Returning to Work on Campus

Prior to returning to campus-based work, all employees will complete a brief, online COVID-19 safety training that will include information about self-monitoring, who to notify if you are symptomatic or exposed, as well as information about mitigating the risk of COVID-19 in the workplace.

Additionally, the university will:

1. Encourage telework for employees who, with their supervisor's approval, can continue to successfully work remotely. Where possible and appropriate, supervisors should prioritize remote work for employees in vulnerable populations, employees who care for individuals in vulnerable populations, and for employees who need flexible schedules to accommodate school or daycare closures.
2. Encourage supervisors to stagger employees' shifts and/or rotate staff in cohorts to mitigate the risk of infection.
3. Assist employees who test positive or have been exposed by identifying available leave options for employees who do not accrue or have exhausted their sick leave.

Departments will develop Plans based on their unique needs, but all departments will:

1. Avoid office gatherings by conducting meetings electronically, even when working on campus.





2. Ensure appropriate physical distancing between employees and when serving constituents by reconfiguring work spaces and furniture, shifting or staggering work schedules or locations, installing plexiglass or other physical barriers, and providing visual indicators of 6 feet spacing.
3. Limit use of shared tools and equipment and sanitize after each use.
4. Limit visitors, for example, friends or family, to the office.
5. Suspend use of shared cups, dishes, or silverware.
6. Suspend or limit use of common coffee makers, water coolers, microwaves and refrigerators, or sanitize after each use/touch.
7. Contribute to shared responsibility for cleaning surfaces after contact.

## Returning to the Classroom

1. This fall the university will offer a blend of in-person, online, remote and hybrid courses. Although not all courses will be offered through all delivery mechanisms, the university will use its best efforts to keep all students on-track to achieving their academic goals.
2. In order to maintain the health of the campus community, in-person courses will be adjusted in the following ways:
  - a. Classes will be held in rooms of suitable size to achieve appropriate physical distancing. If classes cannot be moved to larger meeting or conference spaces (for example, chemistry labs), other measures will be taken to achieve physical distancing (e.g., providing smaller groups of students alternating access to the space).
  - b. Facial coverings will be worn by all students, staff and faculty while indoors, and outdoors when physical distancing cannot be achieved until medical and public health advisors indicate otherwise. Faculty may wear face shields while lecturing to assist students with hearing impairments. In cases where faculty and students cannot maintain appropriate physical distance from one another due to the nature of the coursework, both individuals will wear both face shields (or safety glasses) and facial coverings.
3. The method of course delivery for each class will be designated in the university's registration system by July 15, 2020. On or after the 15th, students will be encouraged to login to the registration system to confirm their classes will be offered in a way that meets their needs. Seniors who cannot enroll in the courses they need to graduate in a timely manner should speak to their advisors to determine what adjustments can be made to facilitate timely graduation.
4. Students enrolled in in-person or hybrid classes must engage in daily self-screening. Any student who shows signs or symptoms of COVID-19 or is required to self-quarantine or isolate after exposure or a positive test result will be excused from class for the duration of the quarantine or isolation. Faculty will assist these students to stay current with classwork in order to allow students to return to class only when they are well.
5. In an effort to facilitate travel for the Thanksgiving holiday and reduce the risk of a spike in post-Thanksgiving infections, nearly all in-person instruction will end on the last class day prior to Thanksgiving break. Following Thanksgiving break, classes will be conducted remotely for the final two weeks of instruction; finals will also be remote, with limited exceptions. Computer labs and Albertsons Library will remain available for student use, and university offices will continue to provide in-person and/or remote services to students after the Thanksgiving break. On-campus residential students are

welcome to travel for the Thanksgiving and winter breaks, but may be required to quarantine upon their return depending on the location of their travel. Select clinical rotations, student teaching experiences and internships may require some students to stay in the Boise area until the end of the semester.

6. At this time, the university intends to require all on-campus residents to retest for COVID-19 before coming back on campus in January.

## Students in Specialized Programs

1. Health Sciences students in clinical placements should continue to follow guidelines established by their host site, which are aligned with their respective professional organizations.
2. Other students in off-site internships, field study or student-teaching roles should adhere to the guidelines in this document and those of the sponsoring organization.
3. Kinesiology, Music, Band, Dance and Theatre students should:
  - a. Consider outdoor activities and continued virtual instruction where possible.
  - b. Abide by recommended risk mitigation strategies, including maintaining a physical distance of at least 10 feet when singing, yelling, heavy breathing, etc.
4. Additional screening of faculty, staff and students in these programs may be required; additional information will be provided as decisions are made.

## Medically Vulnerable Populations

1. Certain individuals and populations are more medically vulnerable to severe COVID-19 infections and may need special considerations to reduce their risk of exposure. [According to the CDC](#), based on currently available information and clinical guidance, older adults (those 65 and older) and people of any age who have certain serious underlying medical conditions may be at a higher risk for severe illness from COVID-19.
2. Employees and students in high risk categories should consider risk-reducing strategies such as telework, enrolling or teaching remote or online classes, or staggered shifts. Specific work situations should be discussed with the employee's supervisor, in consultation with Human Resources, to determine the most appropriate accommodation; students should contact their academic advisor or the Dean of Students for assistance.

## Accommodations

Members of the university community seeking accommodations or assistance under the Americans with Disabilities Act ("ADA") or Section 504 of the Rehabilitation Act of 1973 ("Section 504") should initiate the process as follows:

1. Employees seeking ADA accommodations should contact [Human Resources](#) at (208) 426-1616 for assistance.
2. Students seeking ADA or Section 504 accommodations should contact the [Educational Access Center](#) at (208) 426-1583 for assistance.

## Housing and Residence Life

1. The university will allow double room assignments with an ongoing emphasis on infection mitigation using the strategies in these guidelines. Students will be required to test negative for COVID-19 before their designated check-in day. Students will have the option of testing before traveling to Boise or upon their arrival. Students who test before traveling to Boise should test no more than 10 days prior to check-in to Housing, and should request their provide submit test results to UHS. Students who wait to test until they arrive in Boise will not be able to check-in to Housing until their negative test result is received by UHS, which typically takes between 48-72 hours. Additional information about COVID-19 testing will be provided as soon as it becomes available.
2. Housing will plan a phased/staggered move-in process to avoid crowding, to be spread out over a number of days.
3. Students will be encouraged to build community with roommates and others in the residence hall.
4. In-person events and social activities will be planned with special consideration to time, space and density within residential communities.
5. Housing will establish new guidelines for external guests visiting housing units.

## University Health and Counseling Services

University Health Services (“UHS”) plays a crucial role in caring for the university community. UHS has and will continue to provide telehealth and in-person patient care and counseling services over the summer and throughout the fall while following enhanced containment protocols for in-clinic patients. UHS will play a critical role in testing and treating members of our community (for specific information, see COVID-19 Testing and Self-Isolation and Quarantine).

To schedule an appointment with UHS, please [visit their website](#) or call (208) 426-1459.

## Albertsons Library

Albertsons Library (“Library”) will be open for fall semester, but in an effort to limit capacity and mitigate the risk of viral transmission, may limit access to members of the university community. Additionally, the Library may take one or more of the following infection mitigation steps:

1. Reduce capacity of certain spaces (e.g., study and conference rooms) in the Library to achieve appropriate physical distancing.
2. Sanitize shared materials, computers and other equipment between use.
3. Reconfigure or remove furniture to achieve appropriate physical distancing.

## Food Service

1. On-campus dining and retail outlets are scheduled to reopen in early August.
2. Depending on the prevalence of COVID-19 at the time of reopening, the university may adjust food service in one or more of the following ways:
  - a. Offer only to-go food service.
  - b. Reduce the capacity of on-site dining areas and prioritize outdoor dining areas.
  - c. Restrict self-service of food and/or beverages (buffets, salad bars, drink stations, condiment stations, etc.) to mitigate virus transmission through high-touch surfaces, condiments, and food.



- d. Limit the number of customers in dining areas at any one time to ensure appropriate physical distancing can be achieved.
  - e. Extend food service hours throughout the day to reduce line crowding at mealtimes.
  - f. Eliminate reusable kitchen items and replace with single use options.
  - g. Replace shared appliances with single-use or no-touch options.
  - h. Suspend or limit catering and concessions.
3. Dining services staff will clean and disinfect frequently touched surfaces (door handles, workstations, cash registers) along with shared objects (payment terminals, tables, countertops/bars, receipt trays, condiment holders) at opening, closing and between meals.
  4. Touchless payment options will be used as often as possible and preorder and prepayment options will be encouraged.
  5. Physical barriers, such as sneeze guards and partitions, will be used at cash registers and other food pick up areas.

## Facilities

The University will:

1. Provide hand sanitizer as well as wipes and sprays in common areas, classrooms and offices so that faculty and staff can assist with disinfection of spaces throughout the day.
2. Ensure adequate visibility (signage) and availability of handwashing facilities and hand hygiene products.
3. Provide facial coverings and appropriate signage and training.
4. Advise and assist departments with arranging space to reduce occupancy and provide appropriate distancing.
5. Where possible, adjust furniture and modify space in common areas to allow for physical distancing.
6. Provide physical barriers, for example, plexiglass, floor markings or signage at high-traffic point-of-sale, service, reception or other locations where frequent in-person interaction must occur.
7. Increase environmental cleaning and disinfection per CDC guidelines.

## Campus Shuttles, Parking Kiosks and Meters

1. Parking and Transportation Services will use its best efforts to increase shuttle services on high-use routes to ensure appropriate physical distancing is possible. Shuttles will be disinfected frequently and facial coverings will be required of drivers and passengers.
2. Staff will attempt to disinfect parking kiosks and meters with regularity, but members of the campus community should assume that these surfaces have not been disinfected and wash or sanitize their hands promptly after use.

## Travel

1. University sponsored travel for employees, students and visitors is suspended through the end of the calendar year subject to following exceptions:
  - a. Field-work, where COVID-19 precautions are integrated into the Principal Investigator's Research Restart plan and approved by the VP for Research and Economic Development in consultation with the university's public health officer.
  - b. Athletic and academic team travel, when travel plans are pre-approved by the university's public health officer.
  - c. Other essential travel approved by the appropriate divisional VP and in consultation with the university's public health officer.
  - d. Requests for exceptions will be approved only if the work or event is time-sensitive, essential to fulfilling the mission of the university, and cannot be conducted remotely.
  - e. In all cases, individuals returning to campus from approved travel, or visitors being invited to campus, may, at the discretion of the university's public health officer, be required to self-quarantine in the local area before entering university owned or controlled spaces.
2. Personal travel to high prevalence areas of COVID-19 is discouraged. Employees or students who travel for personal reasons must consult with the university's public health officer to determine if self-quarantine is required upon return.

## Co-Curricular Activities

### Meetings, Conferences and Events

Large events significantly increase the risk of transmission of COVID-19. Decisions about whether to permit large gatherings will be evaluated with consideration of the event's significance to the university's mission and strategic plan, the extent to which physical distancing is possible, the risk to students, faculty and staff, and federal, state and local limitations on gatherings.

At the time of this report, room and facility rentals for third party non-university groups have been suspended through September 4, 2020.

University events scheduled for after August 16, 2020 are being reviewed on a case-by-case basis. Additional information on meetings, conferences and events will be provided as it becomes available.

### Athletics

As all university athletes are students, university guidelines will generally apply to student athletes in the same manner as all other students. Additionally:

1. Because athletics presents challenges with physical distancing and minimization of groups, particularly with contact sports, special considerations will be made to protect the student-athletes, coaches, athletic trainers, and strength staff.
2. Student athletes and athletic staff will undergo routine symptom screening on a periodic basis based on the advice of public health and university medical staff.
3. Decisions about holding particular athletic activities (organized and informal) and events will be made on a case-by-case basis with guidance from the NCAA, the Mountain West Conference, and the advice of public health and university medical staff. These decisions will take into consideration the degree

to which the risk can be mitigated and must comply with federal, state and local guidelines. Further guidance is forthcoming and will be published when available.

## **Gyms, Pools and Campus Recreation Center**

Gyms, pools and the Student Recreation Center will comply with risk reduction strategies and local health department guidelines. These strategies include:

1. Class sizes and equipment must be spaced to accommodate physical distancing of at least 10 feet between people and equipment.
2. Occupancy will be capped below capacity and will be revisited as outbreak conditions change.
3. Campus Recreation will offer virtual workout options, limited group exercise classes in the Student Recreation Center and outdoor exercise classes where possible for students and members.
4. Where possible, the Campus Recreation Center will sponsor outdoor exercise classes.
5. Gyms, including the Student Recreation Center will be cleaned and disinfected multiple times throughout the day, especially in high touch areas.
6. Users will be required to clean and disinfect equipment before and after each use with provided cleaners and disinfectants.

## **Club and Intramural Sports**

The university recognizes the importance of club and intramural sports to the physical and mental health and wellbeing of our campus community. However, these programs often carry many of the enhanced COVID-19 risks that exist in varsity athletic programs.

The university's public health officer and medical advisors will work with representatives from club and intramural sports to determine whether and how they can continue their activities this fall.

## **Children's Center**

The Children's Center will follow the guidelines established by their accrediting body; city, state or federal code or regulations; CDC guidelines, the guidelines in this document, as well as the following:

1. Advise staff and students in the center about the potential enhanced risk of providing care, as well as parents and guardians about the potential enhanced risk associated with receiving care.
2. Stagger drop-off times to avoid crowding and give staff adequate time to assess each child's health (temperature check and brief questionnaire) before the child is checked in for the day.
3. Use best efforts to maintain physical distancing in classrooms by limiting the capacity of classrooms to allow children to spread out.
4. Encourage outdoor activities to limit children's time in enclosed spaces.
5. Keep children in consistent groups, both indoors and out, with the same caregivers to minimize the possibility of cross-infection.
6. Stagger pick-up times and walk children out when parents or guardians arrive to pick-up.
7. Ensure that the facility is cleaned in accordance with applicable requirements.

The Children's Center is still evaluating when food service will resume. Additional information will be provided to families once it becomes available.





# REINTEGRATION PLANNING TOOLS

[Department Reintegration Plan](#)

[Boise State Return to Work Matrix](#)

Facility Signage Package - *coming soon*

Safety Training Video - *coming soon*

Information in this document is subject to change; current guidance is updated to reflect public health guidance via the online web guide and coronavirus page at [boisestate.edu/coronavirus-response/campus-reintegration-guide/](https://boisestate.edu/coronavirus-response/campus-reintegration-guide/)

