RETURNING TO THE RESIDENTIAL EXPERIENCE

FALL 2020 HOUSING REOPENING PLAN
INTRODUCTION

Housing and Residential Engagement is ready to welcome hundreds of residents back to our halls as we look towards the 2020-21 academic year. This challenging time calls for additional precautions and partnerships between every member of the campus community. We are doing our part to keep residents informed of what they need to do to keep everyone safe and healthy.

While the university’s overall fall reopening plan “Bringing Back the Bronchos,” Housing’s reopening plan and Chartwells’ Path to Open plan all contain guidance on operations for the fall, we recognize the COVID-19 pandemic is ever-changing and demands adaptation of the quickest order. In partnership with campus and state health officials, Housing is monitoring the continued development of the virus and the community health effects exhibited when detected. As a result, plans may change and Housing requests the continued patience and cooperation of our residents and their families as we make necessary changes to our operations.

This plan follows current guidelines set forth by the Centers for Disease Control and Prevention (CDC), as well as guidelines, regulations and laws set forth by the Oklahoma State Department of Health. Change also may occur as new guidelines are set forth by these organizations.

WELCOME BACK AND WELCOME HOME!
GENERAL PRACTICES

Housing and Residential Engagement continues to follow guidelines set forth by the University of Central Oklahoma and the Centers for Disease Control and Prevention. As a result, while residents are on campus they are required to do the following:

FACE COVERING

For the protection of the residential community, residents are required to wear a face covering anytime they are not in their room, including when in other campus buildings, passing through the residence hall and entering shared spaces. This policy will be strictly enforced by Residence Life staff.

Residents will be provided with a UCO-branded face mask upon move-in to their assigned fall space.
• Other accepted face coverings include masks – either cloth, disposable or surgical- and gaiters. The covering should completely cover your nose and mouth;
• Bandanas, T-shirts, shields without a mask or other items tied around the face are not considered acceptable face coverings.

Disposable masks are available in centralized locations of the residence halls and campus buildings.

Signage is placed throughout campus to remind all individuals of UCO’s mask requirement. More information about the mask requirement can be found at www.uco.edu/coronavirus/face-mask-tips-and-faqs.

If an accommodation is needed in regards to face coverings, contact Disability Support Services (www.uco.edu/student-resources/dss).

Residents are encouraged to respectfully remind others in their community about the mask policy. This community effort is vital to preventing the spread in our halls, and supporting one another is an important step to destigmatize the wearing of masks. If a resident feels there is a repeated violation of the mask policy, they should inform their resident assistant.

PRACTICE GOOD HYGIENE

Proper hand sanitation is vital, as is the continued use of Personal Protective Equipment(PPE) such as face coverings, to prevent the spread of COVID-19.

Wash hands frequently and for at least 20 seconds.

Hand sanitizer stations are placed throughout the residence halls and campus buildings.

Containers of disposable wipes will be located in community spaces and restrooms for use in wiping down surfaces before and after use.
**Physical Distancing**

The practice of physical distancing at least six feet between all residents is recommended when inside or outside campus buildings. The nature of the residence halls may limit this practice, but it is encouraged that residents observe this distancing as much as is allowed and wear a mask where distance cannot be maintained. When in their room, residents do not need to wear a mask despite limits to physical distancing.

Main entrances will be entrance only, with all side doors designated exit only. Card swipe access will be adjusted accordingly to enforce this adjusted traffic pattern.

Occupancy limits have been lowered in community lounges, with signage posted to communicate these changes and furniture adjusted to enforce these limits.

Transparent barriers have been installed at all front desks.

Visitation in the halls will be limited to one guest per resident. These guests must also be housing residents and wear masks at all times. Nonresidents will not be allowed inside the building, except for moving in or out of the residence hall.

**Monitor Your Personal Health**

Keep close track of your personal health to help prevent the spread of COVID-19.

Check your temperature daily. Thermometers are available at each hall front desk for residents who do not have a personal thermometer.

Stay aware of any potential COVID-19 symptoms, such as a fever over 100.3-degree Fahrenheit, shortness of breath, persistent cough, muscle aches, chills, diarrhea, headaches, vomiting or loss of taste/smell. It is recommended to check the CDC website periodically, as the CDC may update the symptom list as more information about the virus becomes known.

If you have any of the above symptoms, begin to self-quarantine in your room immediately, follow the university reporting protocol and contact your primary health care provider.

Reporting through the university reporting protocol will trigger a contact from the Department of Public Safety to Housing and Residential Engagement, who will then begin quarantine protocols if the resident needs to remain on campus during the quarantine period. These protocols are outlined later in this document.
INCREASED CLEANING AND SANITATION EFFORTS

In partnership with WFF Facility Services, Housing and Residential Engagement has worked to increase the cleaning and sanitation efforts within the halls to prevent the spread of COVID-19.

WEST HALL

All exterior doors of this hall will have their door handles and card swipes cleaned daily. Within the building, all handrails will be cleaned daily, as well as all doorknobs facing the hallway. This includes all doorknobs to resident’s doors.

All community restrooms in this space will be cleaned twice daily. Specific areas of attention include doorknobs in and out of the restroom, all sink and shower faucets, toilet handles and any handrails in the space. All soap dispensers have been converted to touchless in this building. Additional sanitation wipe dispensers will be available for residents to wipe down surfaces before and after use.

To assist in eliminating airborne viruses or bacteria that may be present in the HVAC system, UV lights have been added throughout the HVAC system, and all building filters are being upgraded to hospital-grade MERV-13 filters. These filters are capable of capturing contaminants such as bacteria, viruses, mold spores, pollen, pet dander, fine dust and smoke.

MURDAUGH HALL

All exterior doors of this hall will have their door handles and card swipes cleaned daily. Within the building, all handrails will be cleaned daily, as well as all doorknobs facing the hallway. This includes all doorknobs to resident’s doors.

All community restrooms in this space will be cleaned twice daily. Specific areas of attention include doorknobs in and out of the restroom, all sink and shower faucets, toilet handles and any handrails in the space. All soap dispensers have been converted to touchless in this building. Additional sanitation wipe dispensers will be available for residents to wipe down surfaces before and after use.

To assist in eliminating airborne viruses or bacteria that may be present in the HVAC system, all building filters are being upgraded to hospital-grade MERV-13 filters. These filters are capable of capturing contaminants such as bacteria, viruses, mold spores, pollen, pet dander, fine dust and smoke.
**THE QUAD**

All exterior doors of this hall will have their door handles and card swipes cleaned daily. Within the building, all handrails will be cleaned daily, as well as all doorknobs facing the hallway. This includes all doorknobs to resident’s doors. Both elevators in the building will have their handrails and control button panels cleaned.

All community restrooms in this space will be cleaned twice daily. Specific areas of attention include doorknobs in and out of the restroom, all sink and shower faucets, toilet handles and any handrails in the space. All soap dispensers have been converted to touchless in this building. Additional sanitation wipe dispensers will be available for residents to wipe down surfaces before and after use.

To assist in eliminating airborne viruses or bacteria that may be present in the HVAC system, all building filters are being upgraded to hospital-grade MERV-13 filters. These filters are capable of capturing contaminants such as bacteria, viruses, mold spores, pollen, pet dander, fine dust and smoke.

**UNIVERSITY SUITES**

All exterior doors of this hall will have their door handles and card swipes cleaned daily. Within the building, all handrails will be cleaned daily, as well as all doorknobs facing the hallway. This includes all doorknobs to resident’s doors. Both elevators in the building will have their handrails and control button panels cleaned.

Due to the private nature of the restrooms in this building, daily cleaning will not be provided by WFF. Sanitation wipe dispensers will be placed in these spaces for residents to wipe down surfaces before and after use, with refills available upon request. Residents are encouraged to regularly clean their personal restrooms and other shared areas in their space.

To assist in eliminating airborne viruses or bacteria that may be present in the HVAC system, building filters are being upgraded to hospital-grade MERV-13 filters. These filters are capable of capturing contaminants such as bacteria, viruses, mold spores, pollen, pet dander, fine dust, and smoke.

**UNIVERSITY COMMONS**

Due to the private nature of the apartments, these spaces will not be cleaned daily by WFF. Sanitation wipe dispensers will be placed in these spaces for residents to wipe down surfaces before and after use, with refills available upon request. Residents are encouraged to regularly clean their personal restrooms and other shared areas in their space.

To assist eliminating airborne viruses or bacteria that may be present in the HVAC system, all building filters are being upgraded to hospital-grade MERV-13 filters. These filters are capable of capturing contaminants such as bacteria, viruses, mold spores, pollen, pet dander, fine dust, and smoke.
FALL 2020 MOVE-IN

The move-in process will look different for 2020 than in past years. These changes have been made to support physical distancing efforts while there are a number of nonresidents on campus. Our team has assigned each resident a move-in time for Aug. 10 and 11 that ensures an equal distribution of residents and guests within the halls. The assigned times for these dates are:

**MONDAY, AUG. 10**

8 a.m. – 10 a.m.: Last names beginning with A - B 
10 a.m. – noon.: Last names beginning with C - D 
Noon – 2 p.m.: Last names beginning with E - G 
2 p.m. – 4 p.m.: Last names beginning with H – J 

**TUESDAY, AUG. 11**

8 a.m. – 10 a.m.: Last names beginning with K - M 
10 a.m. – noon: Last names beginning with N - R 
Noon – 2 p.m.: Last names beginning with S - U 
2 p.m. – 4 p.m.: Last names beginning with V – Z 

Due to the demand for weekend arrivals, additional check-in times have been made available on Aug. 8 and 9 from 8 a.m. – 11 a.m. These times are restricted to a set number of attendees in order to comply with physical distancing guidelines and are first-come, first-served. Residents who know they cannot make their previously assigned move-in date/time and wish to arrive on Aug. 8 or 9 instead can sign up for a new time by using the Alternative Arrival Form that was provided to residents.

In place of the traditional Central Check-In process at the Nigh University Center, residents will check in at the front desk of their residence hall, or the Sidelines Sports Grill Lounge for Commons residents. Packets with the resident’s room key, parking pass and important information about campus partners.

While moving in, guests are limited to two people per resident. Masks are required for all parties while in the corridors, community spaces and Central Check-In Area.
**FRONT DESK CHANGES**

To support physical distancing and decrease traffic in centralized locations, the 24-Hour Desk has been replaced by front desk services in each residence hall. Front desks will be staffed from 1 p.m. to midnight daily by resident assistants who will be available to answer questions, help residents and check out equipment. They will also be responsible for assisting in the enforcement of mask policies when residents enter through the designated entrance to the hall. When not staffed, residents can reach the resident assistant on call at 405-974-2746.

The Housing Front Desk in Bausher Place Room 201 remains available via text, chat, email or phone Monday - Friday from 8 a.m. - 5 p.m.

Phone - 405-974-2746  
Email - housing@uco.edu  
Text - 1-833-200-0427  
Chat - Visit housing.uco.edu to access

**ROOM CHANGE PROCESS CHANGES**

To reduce opportunities for the COVID-19 virus to spread, room changes will only be granted on an emergency basis. Residents should contact their resident assistant or hall director when needing mediation for a roommate disagreement. In the event a room change is deemed necessary by Residence Life, a staff member will begin the formal process.

**RESIDENCE LIFE PROGRAMMING CHANGES**

A vital part of the on-campus experience is the events and programs within the halls. Events will still be conducted by Residence Life throughout the semester in a variety of capacities to keep residents engaged. Three changes residents can expect to programming in the halls this fall are:

- A majority of events will be hosted virtually;
- In-person events that are conducted will be limited to groups of 10 or less; and,
- No community-style food will be provided at events.

Other university-sponsored events may follow different guidelines, but these guidelines are the ones that Housing has determined to be the most effective at preventing spread within our smaller community.
In anticipation that residents in our halls begin exhibiting symptoms, are deemed a primary exposure or have a positive COVID-19 test returned during their time in our halls, Housing and Residential Engagement has prepared a plan of action to ensure the resident is attended to efficiently and with minimal impact to the community as a whole.

Students should isolate or self-quarantine off campus, if possible, to protect the rest of the residential community. If students cannot isolate off campus, refer to the protocol later in this document.

**CONTACT TRACING PROTOCOLS**

Upon a COVID-19-associated report to the university reporting system, the university Emergency Management team will contact the student to initiate contact tracing procedures. Some of the information the resident should have ready is:

- Where and when did the possible exposure happen?
- Who have you had close contact with in the last three days?
- Did you attend class in the last three days?

Pending a positive COVID-19 test, anyone deemed a secondary exposure will be contacted and advised to isolate and monitor for symptoms. If a positive COVID-19 test is returned, those contacted during contact tracing will be upgraded to primary exposures and advised to isolate and obtain a COVID-19 test. Any individuals reporting symptoms of COVID-19 with or without an exposure point are advised to quarantine and obtain a COVID-19 test.

The name of any individual reported to the university during the contact tracing process that is a current resident will be sent confidentially to Housing.

**CASE-SPECIFIC ISOLATION PROTOCOLS**

Residents who meet the criteria for being symptomatic of COVID-19, are considered a primary exposure or receive a positive COVID-19 test and need to remain on campus will be relocated to a temporary space designed for isolation. These spaces are cleaned and sanitized and will be stocked with linens and toilet paper in preparation.
IF A RESIDENT IS UNABLE TO ISOLATE OFF CAMPUS...

A new single room designated specifically for isolation purposes will be assigned to the resident.

This room change will be communicated to the resident within an hour of the initial contact tracing call from Emergency Management.

The Hall Director On-Call will contact the resident PRIOR to their move with the following information:

- How to obtain their new key;
- The need for a thermometer for continued monitoring. If the resident does not have one, one will be provided to them;
- A reminder to not use the shared restroom in their original reservation during the relocation process and to wear their mask at all times;
- A review of the Housing Quarantine Guidelines (see attached);
- A review of the residents dining options while in isolation; and,
- A review of the resident’s resident assistant and hall director contacts in their temporary location.

The hall director on call will also offer to answer questions from the residents listed emergency contacts regarding the relocation and isolation procedures.

After relocation, the resident’s original room will be cleaned and sanitized by WFF Facility Services.

RELEASE FROM ISOLATION

After a resident has received a negative COVID-19 test, they will be released from isolation and allowed to move back to their original room. The space used by the resident for isolation will be cleaned and sanitized by WFF Facility Services.