



PHASE 4 REOPENING PLAN



July 23, 2020

St. Bonaventure University

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St. Bonaventure University

Phase 4 Reopening Plan

Framework and Assumptions

The highest priority of St. Bonaventure University continues to be the health and safety of our students, faculty and staff and of the community in which we live. The plan outlined in these pages relies on the good will and consistent efforts of all members of our community to ensure that we are all protected.

A network of university employees and students have developed the plan described in the pages that follow. The plan focuses on repopulating the campus, ongoing monitoring and surveillance of the health of members of the campus community, plans for the containment of COVID 19 infections and, should the need exist, for shutting down all institutional activities other than online instruction.

The plan's foundations include:

- limiting opportunities for the spread of infection through de-densification of classroom, administrative and recreational spaces, ensuring appropriate personal protection equipment (PPEO for our employees and students and diligently following rigorous cleaning protocols for all areas of the campus including classrooms, residential and dining facilities and community and office spaces;
- protecting the most vulnerable members of our community by identifying and accommodating those who must work, teach or learn in a physically distanced setting;
- providing for immediate care for those that fall ill based on medically sound quarantine and isolation protocols for those that have tested positive for COVID--19 or are undergoing testing;
- communicating with external and internal constituencies to ensure that questions and concerns are addressed in a timely manner and that members of the community understand and are committed to complying with established protocols to reduce and mitigate infection transmission.

Individuals across the university have participated in the development of this plan; it reflects the work of representatives from nearly every division. Plan developers referenced [documents](#) from the Center for Disease Control, John Hopkins University, the American College Health Association, the Council for Independent Colleges, local guidelines and [state guidelines for higher education](#).

Campus Reopening

Phased Repopulation

St. Bonaventure University will reopen on a phased timeline, following guidelines and directives from New York State and Cattaraugus County Department of Health. Physical distancing and all public health protocols will be followed as dictated during each phase of reopening and protocols outlined in this plan.

Employees

St. Bonaventure University began a repopulation of employees on a limited basis with the advent of Reopening New York Phase 2 following NYS guidance. Continued repopulation will follow the guidance and requirements for Reopening New York Phase 4 as follows.

To reduce the risk of exposure and transmission, supervisors will be advised to:

- Adjust class or work schedules when possible
- Reduce the number of employees on-site while increasing remote work
- Supervisors will develop two lists of employees:
 - 1- All employees who are deemed essential to be on campus. This includes employees currently working remotely and identified as those performing critical roles/functions that are needed on campus. A proposed return date will be noted for each employee.
 - 2 – All employees deemed non-essential to be on campus. This includes employees who are currently working remotely and can continue to do so because the role/function can continue to be performed remotely (even if for part of their work schedule), the work is being accomplished effectively, and a physical presence on campus is not necessary upon Phase 4 of Reopening NY. The non-essential campus list should include a proposed target date for the employees to physically return to campus pending progress of reopening.
- Both lists of employees and roles proposed to return/not return will be reviewed by members of the Senior Executive Management Team to ensure compliance to the NYS requirements, Phase 4 of Reopening NY and the criticality of roles and phased repopulation plan.
- The Senior Executive Management Team will approve the lists and adjust as needed. Once approved, those identified to return to campus will be notified by their supervisor and required to view the Return-to-Work presentation which outlines return-to-work guidelines and requirements on PPE, health assessments, and sanitation. Supervisors will track the date in which the employees viewed the presentation. No employee will be permitted back to campus without viewing the presentation.
- Once approved, those continuing to work remotely will be notified by their supervisor of their anticipated return-to-work date and the requirement of viewing the Return-to-Work presentation (see above).
- The non-essential campus list (*those continuing to work remotely*) will be reviewed bi-weekly by the Senior Executive Management Team pending progress toward the phased re-opening, guidance and compliance with NYS and institutional needs.
- As the non-essential campus list is reviewed and dates are determined for those employees to return to work, supervisors will notify employees and ensure the viewing and tracking of the Return-to-Work presentation.

- Any employee with concerns for returning to campus will e-mail Human Resources stating their concern in keeping with the Vulnerable Population Procedure. Employees will also e-mail their supervisor or dean to express concern however will not need to share specific personal health information with the supervisor or dean.
- Human Resources will keep a master list of employees self-identifying as a vulnerable employee and will work with the employee and supervisor to:
 - Determine if work can be accomplished remotely. If so, accommodations will proceed. If not, the supervisor, human resources and the employee will pursue leave options.
 - Gather a doctor's certification (if needed).
 - Determine start dates for those returning. Determine anticipated check-in dates and return dates from remote work.
- All employees returning from remote work will be required to view the Return-to-Work presentation outlining the school's health and safety measures, PPE requirements and health assessment requirements. Supervisors will track and ensure employees view the presentation prior to returning to campus.
- All employees (including remote employees) will complete a health assessment daily before arriving to work or immediately upon arriving. All completed health assessments are reviewed by Human Resources daily and those who answered YES to any questions will be contacted the same day and advised to see their healthcare provider and/or local health department.

Students

Student repopulation will be staggered to allow for social distancing and to reduce the opportunities for infection transmission. Students and families will schedule a move-in time slot for their assigned move-in date according to the following schedule:

- **First-Year Students:** Friday, August 21st
- **Non-First Year Students:**
 - Saturday, August 22nd 9am - 7pm: **Last Names Letter A-L**
 - Sunday, August 23rd 9am - 7pm: **Last Names Letter M-Z**
- **Others:**
 - **Athletics:** beginning July 18th
 - **RA's:** August 9th
 - **Orientation Leaders:** August 15th
 - **HEOP Program:** August 15th
 - **Peer Coaches:** August 18th
 - **Student Workers:** as needed
 - **Early Arrivals:** **NO** early arrivals will be permitted outside those listed above.

During move-in, students will be allowed only two additional family members to assist. All individuals will be required to wear face coverings and maintain social distancing from other family groups. Designated entries and exists will be identified to minimize people one another face to face. Sanitizing stations will be provided in the entrances/lobbies of each residence hall. More information and move-in date assignments will be shared **no later than July 31**

Student Pre-Arrival Communication and Education

The St. Bonaventure University Office of Marketing and Communications, in collaboration with Student Affairs, will create a reopening communication and education plan for students and parents. Elements of the Plan will include:

1. Emailed announcement (to students, parents and campus) of revised fall academic calendar and expectations for health and safety protocols; *June 30*.
2. Educational Zoom sessions* in August for each class: freshman, sophomore, junior, senior and graduate.
3. Educational Zoom session* in July and August for faculty/staff.
4. Additional email communications to students/parents (as needed) before school begins and during the fall semester.
5. Maintain COVID-19 update pages on university's public website (www.sbu.edu) and internal site (my.sbu.edu).
6. Coordinate health and safety signage for campus with the Facilities Department.
7. Daily emails to employees to promote mandatory daily (workday) health screening assessment.
8. Weekly email to students to promote mandatory (weekly) health screening assessment.
9. Educational campaign for on-campus students/employees to stress the importance of adhering to health protocols, especially mask wearing, physical distancing and hand washing.
10. Educational campaign for off-campus students to stress their role as community partners and the importance of adhering to health protocols, especially public mask wearing, physical distancing and hand washing.

**NOTE: Zoom sessions using 500-person Zoom webinar product.*

Student Pre-Arrival Requirements – *developed in consultation with Cattaraugus County Health Department*

a. Screening and Testing:

- i. **COVID-19 TESTING:** Prior to arrival, and before entering campus, students **MUST** upload to the student health portal a **NEGATIVE** test result for a COVID-19 PCR molecular test. **The test will NOT be accepted if it was performed more than 14 days before arriving on campus.** In addition to a negative COVID-19 PCR test, students must also be asymptomatic for COVID-19 symptoms upon arrival on campus. Students whose tests were positive or who indicate they are symptomatic with COVID-19 or flu-like symptoms will be asked to remain at home until cleared by their primary care provider and/or local health department, in consultation with the SBU campus physician and the CCHD.
- ii. **PRE-ARRIVAL SCREENING:** Students must complete via MySBU a pre-arrival screen **NO MORE THAN 48 HOURS prior to arrival on campus** (Appendix 1). Results of the pre-arrival screening submitted through MySBU will be routed to SBU Health Services for follow-up. Any student indicating the presence of COVID-19-like symptoms will not be permitted on campus. Students will be asked to follow-up at **home** with their own primary care provider and local health department. The CCHD and the SBU campus physician, in consultation with the student's own provider and/or local health department, will determine when it is safe for the student to return to campus.

- b. **International students** or students traveling from a significant distance who are unable to remain at home and who may arrive symptomatic with COVID-19, flu-like, or cold-like symptoms will be asked to isolate on campus in one of the Doyle Hall isolations rooms so that COVID-19 testing may be performed. If test results return negative, and pending the approval of the campus physician in consultation with the Cattaraugus County

Health Department, the student may then be allowed back into the general population. International students will be required to meet any national or state requirements for quarantine and/or testing prior to entering St. Bonaventure University.

- c. **Travel Advisory and Quarantining:** “All travelers entering New York who have recently traveled within a state with either:
- i. a positive test rate higher than 10 per 100,000 residents over a 7-day rolling average; or
 - ii. a testing positivity rate of higher than a 10% over a 7-day rolling average, will have to quarantine for 14 days consistent with the Department of Health regulations for quarantine.” Students requiring the 14-day quarantine as recommended may be asked to quarantine at their own expense in an off-campus location, but NYS college officials are awaiting word on a proposal to modify the requirements.

States currently meeting the above criteria can be found [here](#).

The full Re-opening Guidelines and Procedures for the Center for Student Wellness can be found [here](#).

Personal Protective Equipment

For students and employees acceptable face coverings include cloth face coverings (e.g. homemade sewn, quick cut, bandana), surgical masks and face shields that cover both the mouth and the nose. Employees and students will be instructed on how to put on, take off and dispose of face coverings. Any time individuals come within six feet of another person who does not reside in the same residence (i.e., roommate), acceptable face coverings must be worn. Individuals should be prepared to don a face covering if another person unexpectedly comes within 6 feet. Face coverings must be when entering all university buildings and in public spaces such as the elevator, community bathrooms (except when showering, personal grooming), lobbies, hallways, laundry rooms, lounges and other public areas within the university facilities. This also includes all outdoor public spaces.

Employees

A supply of disposable face coverings will be ordered, stored, distributed and made available daily at centralized locations for employees. Employees may supply their own face coverings. Employees must wear face coverings in common areas or situations where social distancing cannot be maintained, such as riding in elevators, entering/exiting classrooms or student centers, and traveling around the campus. Physical barriers such as plexiglass will be installed where social distancing guidelines cannot be accommodated due to structural constraints or any other reason deemed necessary by the university to reduce the risk of exposure and transmission.

Students

All residential students upon arrival to campus, will receive a welcome back starter kit with a variety of personal protective items. The bags include:

- ✓ Gator Buff Face Covering
- ✓ 2 ounce bottle of hand sanitizer
- ✓ Limited supply of disposable face coverings
- ✓ No-Touch Key to easily assist with opening some door handles
- ✓ Instructions from New York State and/or CDC outlining best practices regarding social distancing and handwashing.

Off-campus students will be asked to provide address information to Residence Life so that welcome back starter kits can be delivered to their residence. The delivery will include the welcome kit, stay

health flyers, requirements for periodic screenings, instructions on reporting illnesses to Health Services, isolation/quarantine procedures, and a reminder of local community laws and expectations. The Associate Dean for Campus Safety and the Associate Dean for Student Life will serve as primary contacts and liaisons for local law enforcement in responding to off-campus student behavior. Partnership planning and response protocol development began in early June.

Students are expected to obtain additional face coverings as needed and to launder and care for their cloth masks according to [CDC guidelines](#).

Students who are Resident Assistants and/or members of the Medical Emergency Response Team (MERT) may be issued additional PPE per New York State and Center for Disease Control Guidelines.

Operational Activity/Restart Operations

Campus buildings and facilities have been maintained and remained functional throughout the pause. Many buildings have been occupied by either essential employees or employees who returned under Phase 2. Those buildings and areas that were empty will be thoroughly cleaned before being occupied by employees or students. Some work (cleaning residence halls, regular summer maintenance, etc.) has been completed earlier than usual because of the absence of staff and students on-campus. Employee furloughs in maintenance and housekeeping departments have been strategically scheduled to allow time to re-open any closed facilities during the month of August. Facilities staff will flush all water pipes in the building prior to re-opening.

Academic Procedures

St. Bonaventure University has altered its academic calendar for fall 2020 to start one week early, eliminate the fall break, and finish face-to-face instruction for the semester on Tuesday, November 24th. The final three days of instruction, a reading day, and five days of examinations will be completed online, beginning on Monday, November 30th. This is intended to minimize exposure to and transmission of COVID-19 through travel home during breaks, and to maximize face-to-face instruction in a more concentrated fashion.

St. Bonaventure University has offered accommodations to faculty members who self-identify in a vulnerable population and either through age, physician's note, or proof of living with a vulnerable person, and will document their vulnerability with our Human Resources department. Those faculty members will be offered professional development to assist them in teaching their courses through distance education in fall 2020.

St. Bonaventure University will ensure that a distance of at least six feet is maintained among individuals when seated in a classroom **and** require individuals to also wear acceptable face coverings while in classrooms. Additional instructional spaces have been added to the existing set of classrooms for the fall semester. These spaces allow for socially distanced classroom experiences and include galleries in the art center, large meeting rooms, and event spaces on campus. The additional instructional spaces allow for the de-densification of academic buildings. Some course meeting times will be adjusted to better spread course meetings over the day to minimize densities in the buildings at popular teaching times.

Some faculty are choosing to teach their courses in a hybrid fashion to lower densities in academic spaces and because that format works particularly well pedagogically for those courses. Faculty in labs are also teaching in a hybrid fashion, splitting their courses in halves and rotating students through labs to create social distancing.

A majority of our teaching spaces will be outfitted with cameras and other technology to make them distance learning capable so that students and faculty who may be ill or quarantined will still be able to participate in courses through synchronous distance learning. The university has an adequate number of Zoom licenses for all faculty members and our Moodle course delivery software allows for the enhancement of the online learning experience when necessary. In addition, portable cameras and technology will be available from technology services to be used in spaces not equipped for distance learning.

All buildings (and individual floors in academic buildings) will be outfitted with sanitation stations, and as a campus community, students and faculty will be responsible for sanitizing any surfaces or other learning equipment they use during class. We will designate unidirectional staircases in each of the academic buildings where possible.

Faculty members will conduct outside-of-class meetings with students through technology or by meeting in a location that allows for the required social distancing. Faculty offices will not be used for student in-person meetings unless the faculty member can be six foot distant from the student or both will wear face coverings, but technology is preferred for these meetings.

Meetings among faculty members should also use technology to the greatest extent possible, and faculty should not congregate in lounges, etc., unless a consistent six-foot social distance can be maintained.

Study Abroad and International Students

All study abroad programs have been canceled for the fall 2020 semester at St. Bonaventure University.

International students will be required to meet any national or state requirements for quarantine and/or testing prior to entering St. Bonaventure University.

Residence Life

Residence hall capacity will be limited, at a maximum, to two students per room. No triples, quads or lounge spaces will be utilized for student housing. St. Bonaventure University will limit swipe access to residence halls to only those students who are assigned to live there. No other visitors will be permitted in the residence halls. All students will be expected to follow the "Visitors" guidelines outlined in this plan.

Common areas in residence halls will be reconfigured to ensure social distancing and informational materials will be posted throughout common areas and residence halls. The University will require the use of face coverings and limit the number of people allowed in common areas. These limits will be monitored and enforced via surveillance cameras. Floor lounges/kitchen areas will be limited to 5 students; main lounges/kitchen areas limited to a maximum of 10 students. To reduce the likelihood of shared common items, cooking in residence hall kitchen areas will not be permitted during the fall 2020 semester.

Residence hall common areas will be cleaned in accordance with the campus cleaning and disinfection procedures outlined in the plan.

Training on public health measures and signs/symptoms of COVID-19 will be provided prior to full student arrival for all live-in professionals (RDs, RAs, and Ministers in Residence). Initial Resident Assistant floor programming training will emphasize community living obligations/expectations. Student

sessions will cover personal health & safety considerations for communal living, COVID-19 symptoms, precautions and SBU procedures for reporting and responding to illness. Expectations that students will take personal responsibility for their actions and how they impact others will be highlighted, as well as the social compact all students will be required to review and execute.

Residence hall laundry rooms will be restricted to ensure students can stay at least 6 feet apart. Wipes or other cleaning products that meet CDC requirements will be provided to clean and disinfect buttons, knobs, and handles of laundry machines, laundry baskets, and shared laundry items. Revised capacity limits will be posted outside each laundry room.

Residence hall bathrooms will be restricted to ensure students can stay at least 6 feet apart. Revised capacity limits will be posted outside each bathroom.

Any time individuals come within 6 ft. of another person who does not reside in the same residence (e.g. roommate), acceptable face coverings must be worn. Students must have their face covered while outside their residence hall room/residential housing assignment. Students must have a face covering when they enter a residence hall/residential facility and in public spaces such as the elevator, community bathrooms (except when showering, personal grooming), lobbies, hallways, laundry rooms, lounges and other public areas within the residence halls/residential facilities. This also includes all outdoor public spaces. Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings (e.g. homemade sewn, quick cut, bandana), surgical masks, and face shields that cover both the mouth and nose.

Food Service

St. Bonaventure University currently contracts food service through Aramark. The Aramark General Manager has reviewed the documents that were released from NYS regarding higher education and [food services](#) and has reached out to the Cattaraugus County health department for additional support and guidance.

Operational changes include but are not limited to the following:

- Physical distancing for staff and customers
- No cafeteria-style self-service
- Face coverings required for staff at all times
- Face coverings required for customers when not seated
- Directed foot traffic as necessary
- Capacity limitations per current New York State Guidelines for Food Services
- Single-use condiments
- Robust cleaning and disinfecting protocols

The Aramark Re-Open Playbook can be found [here](#).

Student Wellness Procedures & Services

The full Re-Opening Guidelines and Procedures for the Center for Student Wellness can be found [here](#).

Student Conduct/Social Compact

The Student Code of Conduct will be updated to include social distancing, quarantine, isolation and travel rules and compliance with these directives will be an enforceable requirement to remain in good standing at St. Bonaventure University. The Associate Dean for Student Life will issue periodic

messages focused at students to remind them that the Code of Conduct includes complying with all government/law enforcement directives regarding COVID-19 and will develop plans to expeditiously perform student conduct investigations, informal resolution meetings and formal hearings through video/audio conference.

Extra-Curricular Programs

Meetings & Events (Internal & External)

The university will continue to offer the types of programs that are typical on a college campus, but with modifications to ensure that guidelines are met. We will still have student organizations, and small events, speakers, and opportunities to build community.

We do not expect to host large-scale events and performances or concerts with large audiences. Currently, NYS Phase 4 permits gatherings of up to 50 people. We expect to have continued discussions around large events as more information/guidelines develop at the state and national levels and we will inform our community about fall events (*i.e., Family Weekend*) as soon as possible. At this time, shared food and beverages are prohibited unless individuals are members of the same household.

All extra- and co-curricular events will be conducted in a manner that fully complies with established [New York State industry guidance](#) and regulations in place at the time of the event including limits on the number of participants, social distancing and PPE requirements.

Richter Center

To insure compliance with New York State and best practices amongst other colleges, the following will be in effect for the re-opening of the Richter Recreation Center and all recreational components within CARL until further notice.

Facility:

- Hand sanitizing stations will be placed throughout the facility
- Hours will be reduced to allow for more cleaning
- Doors that can be propped open that do not break fire code will be opened
- Main entrance will remain the same. Exit will be marked at front of facility
- Interior stairway will be up only. Remaining stairways will be down
- Sanitized equipment (basketballs, etc.) will be placed in a “clean” rack.
- Used equipment will go on a “used” rack until sanitized then placed on “clean” rack.
- The type of equipment to be “checked out” will be limited.
- Racquetball courts will be limited to 1 person.
- Basketball courts will be limited to 3 people per basket maintaining social distance without sharing the ball.
- Ping Pong or racquetball equipment must be sanitized before being checked out again
- The inside and outside lanes of the track will be used in single file. No side by side walking
- Rock Climbing Wall will remain closed until further notice.
- Locker rooms will remain open with maximum occupancy of 8. Used lockers should remain open so sanitation can take place. Locker rooms also serve as main restrooms.
- Showers will be open as appropriate partitions are already in place.
- Group Exercise room will be open. Users must bring their own mats or towels. Limited equipment will be provided then must be placed in the designated area to be sanitized.

- Equipment in the Lower Fitness area will be spaced 6 ft. apart or taken off line. Occupancy is limited to 15 people.
- Dumbbells used will be placed in a designated area to be sanitized before being used again
- No circuits, supersets or sharing of equipment.
- Upper Fitness cardio machines will be spaced 6ft apart, taken offline or moved to another area of the facility to allow for use. Occupancy will be based on the number of machines social distanced that are available.
- Participants will continue to scan in at the front desk as that is a touchless system.
- "A" Frame signs will be placed throughout the facility giving direction and updates.
- Water fountains have been closed. Participants are encouraged to bring a water bottle with them.
- A number of lockers in both locker rooms will be locked to insure recommended physical distancing is observed in those areas.
- Spin bikes will be available and must be wiped down after use.
- Equipment and touch points are being cleaned with CDC-approved cleaning agents effective against the COVID-19 virus.
- There will be spray bottles of this cleaning agent at multiple spots in all areas. We will have staff continually cleaning touch points but ask users to assist us by spraying and wiping equipment after each use.

Student Staff:

- Will wear face masks or coverings.
- Must complete daily screening online prior to coming to work.
- Will assist with sanitation of the equipment and facility.
Will continue regular job duties as described in position description.
- Weight room staff are prohibited from providing spots for lifters.

All participants:

- Facemasks or face coverings are required for entry and must be worn in all common areas. That includes all lobbies, hallways, service counter area, offices and locker rooms. Users may remove their masks, if desired, while actively working out but must put the mask back on immediately upon completion of their workout or within 6ft of another person
- Occupancy of the facility will be limited by area.
- Participants are encouraged to bring their own personal mats, bands or other exercise equipment. We will have limited available equipment for group exercise.
- Sharing of equipment such as weight benches etc. is prohibited.
- Patrons are encouraged to dress ready to workout and encouraged to shower at their residence hall or home.
- Patrons will be asked to assist us by spraying and wiping equipment after each use with cleaning agent provided.

Open Swim

- There will be a limit of 1-2 people per lane. All on-deck socialization must be at least 6ft apart.
- Locker rooms at this time will not be available.

Gaming Room

Will open limited hours and staffed with a person to wipe down equipment after each use while social distance is in effect.

Intramurals

- Limited Intramural sports will take place. Sports such as tennis, golf, kickball, Frisbee, etc. are being considered. These activities will follow all relevant [New York State Sports and Recreation Guidelines](#).

Club Sports and Rugby

- To be determined by state regulations, the university and governing bodies for each team.
- Protocols will be in place once determinations are made for each season.
- Club Sport/Rugby Travel protocols will align with [New York State Public Transportation Guidelines](#) regarding capacity on buses and vans.

Club Travel

- Club/team travel protocols will align with [New York State Public Transportation Guidelines](#).
- No more than 2 people per hotel room in separate beds.
- Limited number of overnight trips and limited number of participants traveling.

Training Room

- No more than three athletes in the training room at a time. Face coverings must be worn at all times.
- Thirty-minute appointments must be made in advance.
- Tables and equipment to be wiped down immediately after use. (Standard Protocol)
- Clean all surfaces daily.
- Everyone must wash hands when entering training room.
- Athletic trainer will wear face coverings in training room and while treating athletes out of training room (game fields, rinks, etc).

Bona Bus and Late Night Bus Operations

The regular Bona Bus service is currently pending outside vendor availability, but will conform to all [New York State Public Transportation Guidelines](#) including:

- Mandatory face coverings for driver, riders and safety monitor
- Designated safety monitor
- Signage for PPE and physical distancing
- Robust cleaning and disinfecting protocols

Until further notice, Late Night services are suspended.

Warming House

St. Bonaventure University operates an off-campus, student-run soup kitchen serving the local community. The Warming House is open six days per week, year-round. The current Warming House operational guidelines can be obtained on-site at the Warming House.

Campus Bookstore

St. Bonaventure University currently contracts bookstore service through Follett. The on-site Follett Manager has reviewed the documents that were released from NYS regarding higher education and [guidance for retail business activity](#).

Operational changes include but are not limited to the following:

- Physical distancing for staff and customers
- Monitor and control the flow of traffic into the establishment to ensure adherence to maximum capacity requirements
- Post signage inside and outside of the retail location to remind personnel and customers to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfection protocols
- Face coverings required for staff at all times
- Face coverings required for customers
- Cleaning and disinfecting protocols

Athletics

St. Bonaventure will follow NCAA and A-10 guidelines for athletics games and practices. The current “Return to Play” guidelines can be found [here](#).

Travel

Employees

All employees will be required to notify the university as follows:

- Travel for Work – Travel for the university will generally be restricted to essential travel and only occur upon approval by the area Vice President. A log of all employees’ travel including employee name, dates and destination will be kept by the supervisor in addition to the general employee population reporting requirements.
- Employees will be advised of the following possible scenarios pending scope and travel destinations in keeping with guidance from the CDC and DOH:
 1. Required mandatory isolation - in the event an employee tests positive for COVID-19, regardless of whether the individual is displaying symptoms of COVID-19.
 2. Required mandatory quarantine - will be required if an individual has been in close contact (6 ft.) with someone who has tested positive for COVID-19, but is not themselves displaying symptoms for COVID-19, or if the individual has traveled to any location in which COVID-19 is prevalent and is displaying symptoms of COVID-19 or if the employee has traveled to a New York State-designated hot spot.
 3. Precautionary quarantine - will be recommended if an individual who has traveled to any location in which COVID-19 is prevalent, but is not displaying symptoms, or (ii) is known to have had a proximate exposure to a person who has tested positive for COVID-19 but has not had direct contact with such a person and is not themselves displaying symptoms, or both.

- Employees should consult with their healthcare provider, local health department and the CDC in advance of their travel and may need to isolate/quarantine as described below upon their return.
- If isolation/quarantine is necessary, employees will notify their supervisor and The Office of Human Resources. Human Resources will contact the local health department and work with the employee to determine leave options and provide guidance on next steps with their healthcare provider and local health department.

Students

St. Bonaventure University will restrict student travel, including travel for student clubs, and activities that require travel outside of the WNY region, as much as possible. An accelerated academic calendar will support these travel restrictions.

Students will be required to report travel to and from a state with significant COVID-19 spread, as determined by New York state in any announced quarantine executive order(s), via periodic screening assessments.

Institutionally funded student travel will continue to be limited through the fall semester and must be approved by a vice president. All student international travel is strongly discouraged. Extreme caution is urged for all personal domestic air travel. Personal travel must be reported and students may be required to test and/or self-quarantine for 14 days before returning to campus, particularly if they traveled to a destination where a travel advisory is in effect or where a significant risk of COVID-19 transmission exists.

Reasonable accommodations and exceptions will be provided for personal/medical/family emergencies.

Campus Visitors

External Conference and Events

As part of the St. Bonaventure response, once guests are permitted on campus all events and conferences attendees will be required to follow all guidelines implemented by the local and state government as well as the university.

- **Gatherings:** All events and conference gatherings up to the maximum number implemented by New York State will be allowed on campus and will follow all New York State guidelines for social distancing measures.
- **Food & Beverage:** Food offerings for events and conferences will be prepared as pre-packaged options that will be served by properly trained staff. All food and beverage service will adhere to New York State guidelines.
- **Physical Distancing:** All facility setups will be reconfigured to adhere to social distancing guidelines and specific capacity percentages for facilities as outlined by New York State. Access to events in a virtual environment will be highly encouraged.
- **Protective Equipment:** All guests visiting campus for events and conferences will need to abide by the New York State and University guidelines for PPE.
- **Hygiene, Cleaning & Disinfecting:** All venues will have an increase in the frequency of cleaning and disinfecting, with an emphasis on disinfecting protocol focused on "high traffic" and "high touch" areas including door handles, tables and chairs, public bathrooms, reception, stairwells, lobby furnishings/hard surfaces, elevators and push buttons.
- **Communication:** Events and Conferences events will follow communication plans as implemented by the university.

- **Screening:**
 - **Guest Responsibility:** Guests will be responsible for doing their own well-being check and will be reminded that they must not enter campus if they are showing any symptoms and/or have been in direct contact with an individual with a positive COVID-19 case and/or have traveled to a restricted State within the past 14 days.
 - **Event Record:** St. Bonaventure will keep a record of all events and conferences on campus and will maintain a record of key point of contact for contact tracing purposes. Organizer will be advised to alert St. Bonaventure immediately if any participant shows symptoms or test positive for COVID-19 within 14 days of having been on campus.

General Campus Visitors

Until otherwise indicated, permissible visitors to campus are limited to current and prospective students, University employees, parents and families during move-in and move-out periods (*with restrictions in residence halls as defined by Residence Life*), designated vendors and service operators and delivery drivers. Faculty and staff are prohibited from bringing their children or family members to campus.

Visitors and guests are restricted in student residential areas and other campus facilities, unless as part of an official University tour, etc. or approved in advance by a member of the Senior Executive Management Team.

Acceptable facecoverings are required for all students, faculty, staff and visitors while on campus and in the presence of others, and in public settings where social distancing measures are difficult to maintain. Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings (e.g. homemade sewn, quick cut, bandana), surgical masks, and face shields that cover both the mouth and nose.

Prospective Student Visitors

When permitted, St. Bonaventure will welcome prospective students to campus following the [Admissions Visitors Guidelines](#).

Work-Study/Student Employees/Graduate Assistants

All work-study student and graduate assistant employees will adhere to the same guidelines and requirements as university employees detailed in this plan and where applicable, will follow the student guidelines and requirements for Phase 4 of Reopening NY as drafted by the university.

Vulnerable Populations

Employees

Minimizing employees' potential exposure is a top priority for the university and the university recognizes that some employees are members of a vulnerable population and/or may have concerns about physically being on campus. The university's process details the notification and accommodation process for members of a vulnerable population and those residing with a member of a vulnerable population as designated by the Center for Disease Control.

- (1) Employees self-identify they are a member of a vulnerable population and/or reside with a member of a vulnerable population.

- (2) Employees express their concern/request for remote work and/or accommodation to the Office of Human Resources.
- (3) The Office of Human Resources reviews the employee request within 24 hours and if needed, requests/secures a physician's statement.
- (4) The Office of Human Resources notifies the supervisor/Dean of the necessity of the accommodation and requested accommodation. Alternate work arrangements will be made with the employee, supervisor/Dean and Human Resources including but not limited to remote work, alternative schedules, enhanced PPE, etc.
- (5) Supervisors/Deans arrange for the specific accommodations.
- (6) The Office of Human Resources keeps a master list of requests, status and accommodations.

Students

St. Bonaventure University recognizes the importance of providing reasonable accommodations and practices with individuals who are immunocompromised during the COVID-19 pandemic. The university has a limited amount of designated spaces identified for students for the 2020-2021 Academic School year who may require this accommodation.

Students who need to request an accommodation should contact Adriane Spencer, Director of Disability Support Services (DSS) at apsencer@sbu.edu to obtain the Housing Accommodation Request Form and Housing Accommodation Verification Form to complete. Additional documentation may be requested by the Director of Disability Support Services (DSS).

The DSS is responsible for evaluating housing accommodation requests. A final decision on the request will be made in consultation with the Director of Residence Life and the Director of Student Wellness. If the accommodation is approved, the DSS will let the student know via email and the Residence Life Office will work to identify that specific housing placement for that student.

Campus Cleaning & Disinfection Plan

The Housekeeping Department is responsible for establishing campus-wide cleaning and disinfection protocols for classrooms, residence halls, restrooms and other facilities. The cleaning and disinfection plan will adhere to hygiene, cleaning and disinfection requirements from the [Centers for Disease Control and Prevention \(CDC\)](#) and [Department of Health \(DOH\)](#). A cleaning log will be maintained in general public spaces (*restrooms, etc.*) that includes the date, time and scope of cleaning and disinfection. The following is a summary of the campus cleaning and disinfection plan.

Residence Halls (Rob-Fal/Dev/Doyle/Shay-Lo/Francis):

- Bathroom cleaning and/or disinfection daily
- Garbage emptied daily (*including weekends*)
- Soap/paper towels/toilet paper/etc. checked and refilled daily
- Disinfecting of door knobs/handles/etc. will be done daily
- Mopping and floors will be done Mon-Fri and only as needed for emergencies on weekends
- Place hand sanitizer in common spaces such as lounges/laundry rooms (*at least one per each building student entrance*)
- Disinfect lounge/common space handles/door knobs/etc. at least once daily and logged
- Regular cleaning of dorms takes place during the day (*while students are typically in class*)

Apartments-Townhouses:

- Install hand sanitizer dispenser at each main entrance to building
- Toilet paper is supplied to residents
- Residents are responsible for their own apartments
- Disinfecting of building entrance and laundry area will be completed daily and logged

Academic Buildings:

- Regular cleaning of academic buildings takes place in the evenings during second shift
- All bathrooms and common space door knobs/handles/railings/push buttons/etc. will be disinfected mid-morning daily Mon-Fri, and then again at night during normal cleaning hours and logged
- Each building will have a sanitization station at the main entrance as well as dispensers spread throughout
- Housekeeping will keep a log of when cleaning/disinfecting “rounds” occur daily – there is a team of employees specifically dedicated for this job
- Faculty/Staff will be responsible to empty out their own office garbage and general cleaning

Support Buildings:

- Regular cleaning will occur during normal hours
- All bathroom and common spaces will be disinfected mid-morning and again sometime during second shift and logged
- Faculty/Staff will be responsible for their own offices
- Sanitization stations will be placed at the buildings’ main entrance and hand sanitizer dispensers will be located throughout the rest of the building as needed

The Housekeeping Department uses a product called Virex-II 256 that is a one-step disinfectant cleaner and deodorant. This product is used all throughout campus for general cleaning purposes and disinfecting.

If someone is suspected or confirmed to have COVID-19, St. Bonaventure University will follow [CDC guidelines](#) on cleaning and disinfecting summarized below.

- Close off areas used by the person who is suspected or confirmed to have COVID-19.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before you clean and disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, and common areas.
- Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection will continue.

Monitoring & Surveillance

St. Bonaventure University will develop agreed-upon guidance for testing, reporting, and tracing in consultation with the Cattaraugus County Health Department. Assuming availability of tests, testing will focus on individuals who will be on campus regularly, such as students living on campus and/or taking in-person classes, essential employees, and student athlete, to estimate incidence and early detection of outbreak on campus. Testing will be used concurrently with health screenings.

Pre-arrival screening and testing for students is required as outlined under covered under **Campus Reopening**, above. All employees are strongly encouraged to have a PCR COVID-19 test prior to returning to campus. On-going health screenings for students and employees will ask about, at minimum: (1) COVID-19 symptoms, (2) positive COVID-19 test in past 14 days, (3) close or proximate contact with confirmed or suspected COVID-19 case in past 14 days and/or travel to high-risk locations. Employees reporting to work on-campus will be screened on a daily basis. Students will be screened periodically as outlined in the [Center for Student Wellness Re-Opening Guidelines and Procedures](#).

St. Bonaventure University is exploring on site, rapid antigen testing utilizing Quidel Sofia 2 analyzer. If this option becomes available, testing protocols will be detailed in the Center for Student Wellness Re-Opening Guidelines and Procedures. This testing option is being pursued in consultation with the Cattaraugus County Health Department. St. Bonaventure University will responsible for the purchase and administering of testing utilizing the Sofia 2 analyzer. Positive results would be immediately reported to the Cattaraugus County Health Department. If this option does not become available, St. Bonaventure University will continue testing through the local health department.

Students and employees who receive a positive test for COVID-19, regardless of whether the test is performed on campus or through a private medical provider, are required to report the test to the Center for Student Wellness or Office of Human Resources, respectively. All confirmed positive cases would be immediately reported to the state and local health departments and appropriate notification will be made to the campus community.

A positive test for COVID-19 will trigger contact tracing. The Cattaraugus County Health Department will provide guidance for or conduct tracing if/when needed for faculty, staff or students testing positive for COVID-19. Contact tracing in our region is the responsibility of the Cattaraugus County Health Department.

Containment

Students and employees who receive a positive test for COVID-19, regardless of whether the test is performed on campus or through a private medical provider, are required to report the test to the Center for Student Wellness or Office of Human Resources, respectively. All confirmed positive cases would be immediately reported to the state and local health departments. An individual who screens positive for COVID-19 exposure or symptoms will be immediately sent home, to their residence, or students to the designated quarantine or isolation location at Health Services.

Students

Residential students who test positive for COVID-19 or require quarantine will be asked to return home, unless they are unable to travel home by other than public transportation. In those cases, students will

be placed in the designated quarantine or isolation location at Health Services. The Cattaraugus County Department of Health will be consulted if students will be returning home.

If an off-campus/commuter student develops symptoms of COVID-19, they will notify Health Services through the online health assessment form and they will call the Cattaraugus County Health Department at 800-251-2584 to share they have developed symptoms. In addition to reporting COVID symptoms, all off-campus/commuter students will notify the Health Services if they have a positive test for COVID19 or have been exposed to someone with COVID-19 in the last 14 days. Off-campus/commuter students will be asked to remain off-campus and they will be given instructions on self-quarantine or isolation if they test positive for COVID-19 or are suspected of having COVID-19. If an off-campus student is not able to isolate/quarantine at their residence, the Cattaraugus County Health Department will assist with finding appropriate placement.

Isolation*

- a. Students in isolation will be monitored by the Cattaraugus County Health Department (CCHD) in conjunction with the CSW Health Services medical services provider.
- b. Any student-testing positive for COVID-19 must be immediately isolated from the general SBU population. A student will be placed immediately in one of the 1st Doyle isolation rooms.
- c. Immediate roommates of students who have tested positive for COVID-19 will be isolated until the Cattaraugus County Dept. of Health (CCHD) determines that they are not a threat to the general population and can be released back into the general student population. Any suitemates who do not share a room with the diagnosed individual may be asked to remain in quarantine (see section 6 below) depending on CCHD guidance.
- d. Students will remain in isolation until cleared by the CCHD.
- e. Meals will be provided by the campus food service for all students in isolation, at no additional cost to students.
- f. All medication needs will be provided by health services. Residence Life staff will assist as needed in retrieving medication in residence hall student rooms.
- g. Laundry service will be provided by Health Services
 - iii. Bags will be given to students for items needing laundering.
 - iv. Items will be returned to students in clean bags.
- h. Students may continue their studies via distance learning media while in isolation.
- i. No visitors will be permitted in isolation rooms. At any time if a student requires in-person visitation from a family member for any reason, the family will assume all responsibility for the student and the student will leave campus. The student must remain off campus until cleared by the student's own primary care physician and the Cattaraugus County Health Department.

Quarantine*

- a. Students who live in group housing with an individual who has been diagnosed with COVID-19 but who are not symptomatic or have not yet tested positive themselves will be quarantined in their apartment/suite/townhouse:
 - i. Quarantined students will not permitted to attend classes in-person.
 - ii. Meals will be delivered. (NOTE: For students not on a meal plan, meals will be provided by the university at no additional cost.)

- iii. All medication needs will be provided by health services. Residence Life staff will assist as needed in retrieving medication in residence hall student rooms.
- b. Only the immediate roommate of a student-testing positive for COVID-19) will be removed from the housing unit and placed in quarantine.
- c. At no time will visitors be permitted into a quarantine-housing unit. At any time if a student requires in-person visitation from a family member for any reason, the family will assume all responsibility for the student and the student will leave campus. The student must remain off campus until cleared by the student's own primary care physician and the Cattaraugus County Health Department. ⁷
- d. Students in isolation/quarantine will be monitored daily in case additional medical care is needed. A medical provider will be on call at all times to address any changes to health status. If symptoms progress and there is difficulty with breathing, persistent chest pressure/pain, or confusion the student will be transported to a local hospital.

Students in isolation/quarantine will be assigned a case manager/counselor to assist in academic or other support coordination. To the degree possible, isolated/quarantined students will be encouraged to continue academic activities remotely.

St. Bonaventure University will ensure that students in isolation or quarantine have remote access to mental health support through the Counseling Center or University Ministry.

If there is a case of COVID-19 on campus, housekeeping staff will clean any contaminated areas that can be traced back to the case, as quickly as possible, or the University will close the location for 72 hours.

The Center for Student Wellness will ensure additional precautions be taken throughout their facilities to reduce possible transmission. Precautions include eliminating walk-in appointments, cleaning exam rooms, and using PPE. The full Re-Opening Guidelines and Procedures for the Center for Student Wellness can be found [here](#).

Employees

The Office of Human Resources will notify the state and local health department immediately upon being informed of any positive COVID-19 test result by an employee.

Employees who are sick with COVID-19-like symptoms and/or come into contact with someone how has tested positive for COVID-19 should immediately notify their supervisor and Human Resources and stay home or immediately return home if they become ill at work.

Employees will be instructed to consult with their healthcare provider and local health department for recommended next steps and not return to work until the criteria of home isolation and /or testing are met.

In the event of an employee with a positive case of COVID-19:

- The Office of Human Resources will contact the local health department and provide any contact tracing information requested. Confidentiality will be maintained as required by federal and state law and regulations. Full cooperation with the state and local health department contact tracing, isolation, and quarantine efforts will commence.

- The employee will be placed on the applicable leave and will remain on leave for a minimum of 14 days pending their health status. A physician's statement provided to Human Resources will be required in order for the employee to return to work.
- Upon receiving the physician's statement to return to work, Human Resources will notify the supervisor that the employee is released back to work and the anticipated return date.
- Human Resources will work with the local health department to notify employees who may have come in contact with the employee who tested positive for COVID-19. Those employees will only be notified of the general location where they may have been exposed and of the potential exposure. They will be referred to their healthcare provider and the local health department and advised to stay home for 14 days, work remotely if possible and monitor for symptoms. Those not able to work remotely will be placed on Administrative Leave. Guidance on testing, leave time and next steps will be provided by Human Resources or the local health department. Human Resources will work with the employees' supervisors to notify them of the containment and work status of employees and anticipated return-to-work dates. Facilities will proceed with the steps outlined in this plan for physical containment and sanitation.

Communication

A successful academic year is a shared responsibility. Clear and concise communication will ensure our campus community understands new campus protocols, safety measures, and behavioral expectations that protect our community. Our COVID-19 resources web page will serve as a one-stop source for information related our campus reopening and an updated FAQ section for all campus constituents. On-going community communication will utilize official social media channels, zoom information sessions, new releases, printed materials and signage, Resident Assistant educational sessions, email and the university website.

In the event a student or employee tests positive for COVID-19, a communication will be sent to the campus community in coordination with Cattaraugus County Health Department providing pertinent information regarding potential exposure. Regular and frequent communication with the local health department will occur throughout the testing, tracing and isolation/quarantine process.

Shutdown

Shutdown Triggers

Human Resources and Health Services staff will review and assess employee and student health screenings, as submitted. This information, along with the risk assessment indicators below will guide any decision on suspension of services and/or campus shutdown. St. Bonaventure University will follow New York State and/or Cattaraugus County Health requirements regarding the duration and extent of class suspensions, building closures, dining reductions/changes, event or activity cancellations, or closure of residence halls.

Risk Assessment Factors

- Rapid detection of an increase of COVID-19 cases within the campus community
- Rapid detection of an increase of COVID-19 symptoms within the campus community
- Growing evidence of transmission risk from infected people
- Increased community transmission in the immediate surrounding community
- Inability to isolate positive cases on campus or within the community through the Cattaraugus County Health Department

- Health Services triage reports, categorizing all patients presenting illness/concern

Daily Data Tracking Indicators

- Number of employees with active positive COVID-19 cases
- Number of students with active positive COVID-19 cases
- Number of employees reporting 1 or more COVID-19 symptom on health screening
- Number of students reporting 1 or more COVID-19 symptom on health screening
- Number of occupied on-campus isolation rooms
- Number of respiratory cases reported on daily Health Services triage report

Academic Plan

The University's Faculty Development Center is conducting a series of workshops this summer and all of the faculty have been invited to participate. The focus of these workshops is on creating flexible instruction that the instructor can move as seamlessly as possible between face-to-face or hybrid instruction to fully online instruction. Many faculty members have already participated in these workshops. They are designed to prepare the faculty and coursework for any temporary or permanent suspension of face-to-face classes this fall.

Technology Services is testing exam-proctoring software to meet the needs of the faculty who will be giving final examinations through distance learning this fall. Once the testing of these software solutions is done the University will invest in licensing that software for any instructor who needs it to complete their courses using it. Exam proctoring software will be available to any faculty member.

In coordination with the local Cattaraugus County Department of Health and with guidance from New York State, the senior leadership led by the President, in consultation with the Faculty Senate, will determine if and when face-to-face courses will be suspended. This will not be done without good cause, and faculty will be given as much notice as possible in any move to online instruction. A similar process will be used should courses be resumed later in the semester.

Our goal is to have a much smoother transition to online instruction when we plan to do so at the end of the semester or any time before Thanksgiving when suspension of face-to-face courses is deemed necessary by the University.

Residence Life Plan

In coordination with the local Cattaraugus County Department of Health and with guidance from New York State, the senior leadership led by the President, will determine if and when residential services will be suspended. The decision to suspend residence services will be made while taking into consideration of the status of face-to-face courses, recognizing these decisions can be asynchronous (*face-to-face courses may be suspended for a period of time, but students may remain in residence*).

When a decision is made to suspend residential services a survey will be administered to residential students providing the option for students to remain on campus under special circumstances. These circumstances could include, but are not limited to, international student status, unsafe home environment, no permanent home, return to higher risk area, and internet availability to continue course work. The decision to allow students to remain on campus during a shutdown will be significantly influenced by the availability of on campus food service. Every effort will be made to accommodate international students who may be unable to return to their home country. If necessary,

students remaining on campus during a shutdown could be relocated to an apartment with full kitchen access.

Communication

All information and announcements regarding class suspensions, building closures, event or activity cancellations, reduction in dining services, changes in campus COVID-19 protocols, closure of residence halls or campus shutdown will be made via a campus Notice Board and will be posted on the COVID-19 resources web page. Communications will outline shutdown timeline and important information on roles, responsibilities and next steps to successfully transition to off-campus operations. Regular and frequent communication with the local health department will occur throughout all phases of any shutdown.

Assessment

St. Bonaventure University will regularly review and assess this plan and its implementation to ensure adherence, to identify ways to improve design and implementation, and to identify additional needs. Compliance adherence will include guidelines, protocol and directives, including NYS Phase 4 Higher Education guidelines, in addition to [all other New York State industry guidance](#) covering operations on the St. Bonaventure campus (*ie. Athletics, Food Service, Religious Services, etc.*).

Continuous compliance with all aspects of this reopening plan is the responsibility of the campus safety monitors: Ann Lehman, *Associate Vice President for Grants and Research/Chief of Staff* and Katie O'Brien, *Vice President for Student Affairs*.

Taskforce and Workgroup Members

The St. Bonaventure University Reopening Plan was developed engaging the entire campus community. The individuals listed below were involved throughout the planning process.

- Dr. Dennis DePerro, *President*
- Christopher Anderson, *Director of the Center for Student Wellness*
- Sarah Barnard, *Assistant Director, Student Success Center*
- Douglas Brady, *Director of Admissions*
- Steve Brdarski, *Head Coach Women's Soccer*
- Chris Brown, *Executive Director, Student Success Center*
- Lisa Buenaventura, *Dean, School of Education*
- Steve Campbell, *Sr. Associate Director of Athletics*
- Leslie Carlson, *Director, Human Resources*
- Fr. Ross Chamberland, *Associate VP for Student Affairs*
- Zayba Chauhdry, *Student*
- Aaron Chimbel, *Dean, Jandoli School of Communication*
- Robbie Chulick, *Director of Residence Life*
- Ryan Clingan, *Sr. Assoc. Director of Athletics*
- Fr. David Couturier, *Associate Professor, School of Arts and Sciences Director of the Franciscan Institute, Faculty Senate representative*
- Robert DeFazio, *Associate Dean for Student Life*
- Scott Eddy, *Asst. AD for Sports Communications*
- Darryn Fiske, *Director of Strength & Conditioning*

- Dr. Anne Foerst, *Professor, School of Arts and Sciences, Faculty Senate Representative*
- Stephanie Fleming, *Asst. M & W Swimming & Diving Coach*
- Chris Heil, *Manager of University Custodial Services*
- Dr. David Hilmey, *Dean, School of Arts and Sciences*
- Dr. Michael Hoffman, *Associate Provost and CIO*
- Dan Hungerford, *Vice President for Business and Administration*
- Dr. Matrecia James, *Dean, School of Business*
- Seth Johnson, *Asst. AD for Marketing, Licensing, and Fan Engagement*
- Tim Kenney, *Director of Athletics*
- Ann Lehman, *Assoc. VP for Grants and Research/Chief of Staff*
- Matt Mason, *Athletic Service Assistant*
- Sean McNamee, *Asst. AD for Athletic Advancement*
- Steve Mest, *Sr. Assoc. Director of Athletics for External Operations*
- Tom Missel, *Chief Communications Officer*
- Rhonda Monahan, *Athletic Purchasing and Operations Assistant*
- Fr. Russel Murray, *Vice President for Mission Integration*
- Amanda Naujoks, *Director, San Damiano Center for Pastoral and Liturgical Ministry*
- Angela Nelson, *Director of Athletic Business Operations*
- Katie O'Brien, *Vice President for Student Affairs*
- Dr. Todd Palmer, *Associate Professor, School of Business, Faculty Senate Representative*
- Dr. Doug Pisano, *Dean, School of Health Professions*
- Barb Questa, *Deputy Director of Athletics*
- Ray Rogozinski, *Athletic Service Manager*
- Joel Rosencrance, *Director for Athletic Academic Support Services*
- Puja Sasankan, *Student*
- Daniel Saturnino, *Student*
- Christopher Scheppner, *Assistant Director of Admissions*
- Erik Seastedt, *Chief Human Resources Officer*
- Gary Segure, *Associate Dean for Campus Safety*
- Alexa Shahine, *Student*
- Cody Shimp, *Student*
- Ryan Signorino, *Graduate Student*
- Jared Smith, *Director of Facilities*
- Jack Steger, *Student*
- Kurt Stitzel, *Student*
- George Swindoll, *Registrar*
- Ann Tenglund, *Director of the Friedsam Library, Faculty Senate Representative*
- Bernie Valento, *Vice President for Enrollment*
- Bob Van Wicklin, *Vice President for Advancement*
- Josh Wall, *Interim Director of Sports Medicine*
- Caitlin Webster, *Director of Conference Services*
- Marisol Woods, *Student*
- Dr. Marlene Wust-Smith, *Medical Provider, Health Services*
- Dr. Joseph Zimmer, *Provost and Vice President for Academic Affairs*