

Bridgewater State University

SAFE RETURN





TABLE OF CONTENTS

Task Force Charge.....	2-5
Key Planning Assumptions	3
A Caring Community	4
Guiding Principles	5
Framework for a Safe Return	6-27
Health Response	6-9
Facilities & Logistics	10-12
Hygiene Checklist	12
Personnel	13-15
Employee Checklist	15
Academic Continuity	16-18
Student Life	19
Residence Life	20-22
Enrollment Management & Transitions	23
Student Development, Support & Success	24
Student Checklist	25
External Community Outreach	26
External Partners Checklist	27

TASK FORCE CHARGE



Responding to the COVID-19 global pandemic and its effects on the Bridgewater State University community, President Frederick W. Clark Jr., Esq. launched the Safe Return Task Force on May 5, 2020. Led by Provost Karim Ismaili, the Task Force was charged with planning and coordinating the safe return of students, faculty, librarians and staff to campus in fall 2020.

While the Safe Return Task Force met weekly from May 13 through June 18, its work was largely conducted by four subcommittees – Facilities and Logistics, Academic Continuity, Student Life and External Community Outreach. Two working groups were also developed to focus on BSUs health response and on the safe return of employees to campus. Their efforts were integral to the work of the Task Force.

At each of its meetings, the Task Force discussed developments in higher education across the nation and the most up-to-date guidance provided by the U.S. Centers for Disease Control and Prevention and the Commonwealth of Massachusetts. In addition to weekly Task Force meetings, Provost Ismaili met separately with the subcommittee chairs and working group coordinators each week for updates and to ensure appropriate information sharing.

More than a hundred individuals at the university were officially engaged in this work, with many others consulted along the way.

The Task Force also developed a survey that received more than 1,700 responses from students, staff, faculty and librarians, which helped to shape the implementation of campus planning. One major concern of note: balancing the need for safety without compromising BSU's welcoming environment.

TASK FORCE CHARGE

For the fall 2020 semester, as the remainder of this report will detail, *Bridgewater State University will be delivering most of its classes online, while science labs, studio and performing arts, and selected seminar and capstone courses will blend online and in-person instruction. All residence halls will be open and the university will offer housing to all students who have made their residence hall deposit.*

Key Planning Assumptions

Six key planning assumptions guided the work of the Task Force, its subcommittees and working groups as members identified a number of issues and a series of plans to prepare the campus for the fall 2020 semester.

1. The Task Force recognized early on that BSU would likely not have a normal start to the fall 2020 semester and that the density of the campus would need to be reduced to ensure safety. Decisions regarding more remote learning and de-densifying the campus would have implications for many aspects of campus life such as class sizes, occupancy in residence halls, navigating campus, the delivery of food and other services, as well as student activities and extracurricular learning experiences.
2. Decisions for any possible delay to the start of the fall semester would be based on state and public health guidance.
3. The determination of which courses can be offered in person would be driven first by public health and safety considerations, and second, by curricular needs.
4. Because the university needs to be prepared for a possible surge in cases or other public health situations – such as a second wave of COVID-19 statewide or a localized outbreak – all classes for the fall semester would be delivered either fully online or blended with a combination of in-person and online learning. The university should also anticipate moving fully online at any point during the fall semester.
5. Given a possible second wave of COVID-19 that could coincide with the onset of the traditional cold and flu season, the university will conclude in-person instruction by Thanksgiving, with all classes moving online to end the semester.

TASK FORCE CHARGE

6. Decisions must be guided by the Commonwealth of Massachusetts, the Centers for Disease Control and Prevention, and other relevant governmental entities when applicable.

These planning assumptions focused the work of the Task Force and its subcommittees and working groups. The assumptions were shared with faculty and librarians on May 27 and with the larger campus community at the Town Hall meeting held on June 4.



A Caring Community

Honest and candid discussions about how COVID-19 has impacted the campus community were shared among members of the Task Force, subcommittees and working groups, and those discussions reinforced that BSU is a caring community positioned to confidently rise to meet the challenge ahead. The Task Force specifically noted that the community must be sensitive to the following:

- That the transformational aspects of the BSU experience not be lost for students, especially on how critical thinking, problem solving, and leadership skills develop both within and outside the classroom.
- That the university take steps to ensure that staff and students do not feel isolated from the university, and that mental health resources are available.
- That BSU ensures that it does not lose sight of its commitment to equity to students, faculty, librarians and staff.

The Task Force remains confident that the campus has – and will continue – to work through these challenges with care and compassion.

TASK FORCE CHARGE

Guiding Principles

In the course of the Task Force's discussions and subcommittee work, a set of guiding principles emerged to inform the work of the university as it reopens during the summer with an eye toward the start of the fall 2020 semester.

- Prioritize safety above all else.
- Ensure that science and data guide university decisions.
- Recognize that planning at BSU must be aligned with evolving state and federal guidance.
- Prioritize a high-quality educational experience and protect student progression while maintaining academic standards.
- Emphasize mutual accountability and collective responsibility for the wellbeing of one another as being essential to successfully navigating the challenges before us.
- Encourage creativity, flexibility and adaptability during this time of uncertainty.
- Provide effective and frequent communication, which is essential to a successful safe fall return.
- Consider the financial constraints and impacts of recommendations and decisions.
- Emphasize the need for the university to continue to work cross-divisionally to achieve the best possible outcomes.

As mentioned earlier, the Task Force was comprised of four subcommittees and two working groups. Guided by the assumptions and principles noted above, the reports produced by the subcommittees and working groups present recommendations and examples of work underway to ensure a safe fall return.

The beginning of much of this work was organized as early as late-February under the auspices of the original COVID-19 Planning and Response Team, which continues to meet frequently and will be fully reactivated to implement the recommendations of the Task Force now that its work is complete.

HEALTH RESPONSE



HEALTH RESPONSE

The Health Response Working Group examined a number of scenarios for the safe return of students, faculty, librarians and staff to the campus during the COVID-19 pandemic. The group's primary focus was to prepare for training, testing and tracing in a way that is scalable for the entire university.

The Health Response group worked in close coordination with the Division of Operations to assess the need for proper personal protective equipment (PPE), space utilization and cleaning protocols, as well as the associated instruction required for successful distribution of and adherence to guidance from the Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (MDPH).

Because COVID-19 will continue to be present in the community and there will not be an acquired natural immunity nor vaccine available for the start of the fall 2020 semester, the working group concluded *it is not possible to eliminate transmission on campus and efforts for reducing spread and mitigating impact are paramount*. Development of training, testing and tracing procedures to prepare the campus for various modes of physical return are underway.

1. Training protocols for faculty, librarians and staff represent the first phase of a multiphase approach to training the campus community to adjust to and embrace a new *BSU Code of Public Health* that is being developed. Additional phases will include situation specific training and guidance for student groups and residence halls, as well as continuous updates for the campus community as new information on COVID-19 becomes available.

Having the PPE supplies on hand and prepared for distribution, along with an affirmatively acknowledged training on the soon to be released *BSU Code of Public Health*, are necessary precursors to the gradual return of employees to the campus. The Division of Operations has prepared a package of supplies – Bear Buckets – along with instruction for proper use, which will be delivered to each department on campus under care of the director/department head.

Subsequent readiness involves the successful compilation of training resources for students, implementation of testing protocols and provision of testing resources and supplies in conjunction with external testing providers, as well as creation of the contact tracing team.

The ability to regularly update the campus community about updates to the *Code of Public Health* or other late breaking health related information is also essential for our readiness to return.

2. Testing individuals with symptoms of COVID-19 will be carried out as a combined effort of the Wellness Center in the case of students, and local physicians and testing centers for BSU employees.

In order to provide for maximum safety of the BSU community, the university will also be implementing an extensive surveillance testing program. BSU is working to finalize an agreement with the world-renowned Broad Institute of Harvard University and the Massachusetts Institute of Technology to implement a rigorous testing system on campus. Under this program, all resident students will be required to be tested upon first arriving at BSU and every two weeks thereafter. Testing will also be made available to commuter students, faculty, librarians and staff who are physically on the BSU campus. BSU will be able to conduct up to 2,000 tests per week to help identify anyone who may have COVID-19 but is not showing symptoms, as we know the virus can be transmitted by individuals who are unaware they have the virus. These tests are simple to administer and only require swabbing the inside of a person's nostril. Test results will be returned to BSU within 24 hours, which would allow staff to immediately commence isolation and contact tracing procedures if a person tests positive.

BSU will provide quarantine and isolation spaces for students living on campus and case managers will manage quarantine and isolation for other members of the community.

HEALTH RESPONSE

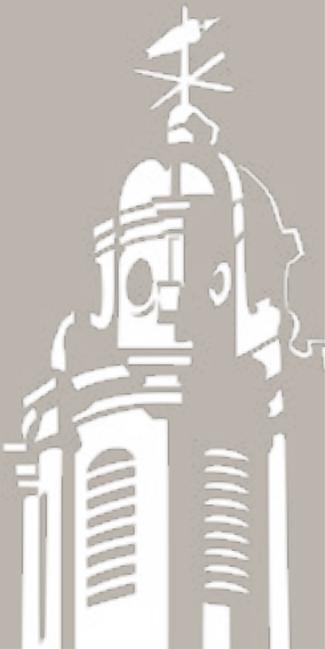
Comprehensive Testing

Bridgewater State University is finalizing a partnership with the Broad Institute of Cambridge to provide comprehensive COVID-19 surveillance testing of students, faculty and staff on campus.



3. Tracing will be a key component for the continued monitoring of the campus and rapid response for preventing further transmission and new spread. Tracing will be carried out by a specific contact tracing team led by Health Services, leveraging technology developed by the Division of Information Technology. The privacy of the university community is of utmost importance and only the information required to enable immediate contact tracing will be collected and reported. The contact tracing system being implemented by BSU draws from multiple sources of data to create redundancy and a more seamless method for identifying and contacting individuals who may have come in contact with an infected person.

SafeSwipe Contact Tracing Application – Information Technology has developed a contact tracing application to quickly “check-in” students, faculty, or staff as they visit student-facing offices on campus. Individuals can be checked in by swiping their BSU Connect Card or by providing their username or Banner ID. Non-BSU community members can also be manually checked-in by providing the same information. Data is automatically purged after 20 days.



HEALTH RESPONSE

BSU Mobile App – The BSU Mobile App is used by 97 percent of students and has native Quick Response (QR) Code scanning functionality which can be used for contact tracing purposes. QR codes will be generated for locations where an individual may not be present to “check-in” a person using the SafeSwipe contact tracing application. Example locations include the Maxwell Library and Moakley Computer Labs.

University Dining & Building Access – The applications used to authorize the entry into a university building (card access) and any purchases at one of the campus dining facilities or vending machines will be queried for contact tracing purposes.

Reporting and Alerting – Upon the notification of a potentially COVID-19 positive individual, the Wellness Center will leverage pre-built reporting functionality to rapidly identify and notify any BSU community members or guests who may have been in the same physical location as a potentially COVID-19 positive individual. Community members will be notified through one or more of the following mediums until communication is established – BSU email address, phone call, text or BSU Mobile push notification.

FACILITIES & LOGISTICS



FACILITIES & LOGISTICS

A safe fall return includes providing students, faculty, librarians, staff and visitors with appropriate and heightened information on precautions being taken, expectations for safe campus use, and the shared responsibility to reduce risk of COVID-19 infection across campus facilities, grounds, and within university services.

The goal is to equip members of the campus community with the tools, protocols, training and information to physically return to a campus that has taken considerable efforts to ensure the safest possible environment available so all may successfully thrive. This effort revolves around four areas of focus:

1. **Safe and compliant accessibility** – space, circulation and restrooms, access to campus facilities, building security, remote campuses, and residential and athletic facilities.
2. **Safety protocols and training** – disinfecting and cleaning supplies, personal protective equipment (PPE) and training for traditional custodial and trades staff as well as campus users. Logbooks will be used at entry points to document efforts.

FACILITIES & LOGISTICS

3. **Services** – transportation, dining, bookstore, mail, printing, library and technology. Decisions regarding university events will be made when a full plan is in place.
4. **Communication** – modalities for sharing information, be it physically in spaces, on the university's COVID-19 website, through official BSU communication channels and at specific operational sites.

Facilities and logistics employees have been working tirelessly to maintain campus operations and services that support the remote work environment, while also preparing the campus for the phased safe return of students and employees to campus.

Efforts have included new cleaning protocols and space reconfigurations, implementing new operating procedures for deliveries, mail, fixed asset management and building-specific informational signage.

All buildings have been prepared for the safe phased return of employees since June 18, 2020 and Facilities is implementing further measures to prepare for the arrival of students, including providing directional signage in hallways and stairwells, restricting elevator occupancy, installing plexiglass in offices to augment social distancing, implementing heightened cleaning protocols, and deploying signage throughout campus providing clear guidance on hygiene and other safety protocols. A room-use matrix has been developed and will continue to be refined as the campus continues to plan for a safe fall return.

BSU has been very active in procuring necessary and sufficient supplies for cleaning and disinfecting, personal protective equipment and other equipment necessary for ensuring the safety of our community. A sampling of supplies that have been procured beyond our regular orders, include:

- 47,500 surgical masks
- 750 face shields
- 1,000 N95 masks
- 50 Plexiglass shields
- 275 door pulls
- 3 new electrostatic sprayers and back packs – six in total
- Other items include nitrile rubber gloves, booties, disinfectant spray and disinfectant wipes.

Bear Buckets

Classrooms, residence halls, academic and administrative departments across BSU will be provided with a package of disinfecting and cleaning supplies – as well as instructions for use – to sanitize high-touch point areas such as multifunction copy machines and shared spaces.



HYGIENE CHECKLIST

- ✓ Complete BSU training on required safety practices and tips for navigating the new normal on campus
- ✓ Sign the *BSU Code of Health Pledge*
- ✓ Self-monitor for symptoms and stay home when feeling sick or after having been exposed to someone known or suspected of having COVID-19
- ✓ Participate in weekly BSU testing efforts
- ✓ Report any COVID-19 symptoms to the Wellness Center
- ✓ Clean and disinfect surfaces
- ✓ Wash hands thoroughly and often
- ✓ Refrain from touching the face – especially eyes, nose and mouth
- ✓ Practice physical distancing by keeping at least six feet apart from others
- ✓ Wear a face covering when indoors in common spaces and classrooms on the BSU campus as well as outdoors when physical distancing is not possible
- ✓ Use university-supplied PPE, hand sanitizer as required and needed in classrooms and other campus spaces
- ✓ Stay up to date by visiting bridgew.edu/COVID-19 regularly
- ✓ Be sure to get a flu vaccination in the fall at the Wellness Center
- ✓ Participate in contact tracing efforts as requested
- ✓ Follow all directional foot traffic flow both inside and outside of buildings to maintain physical distancing
- ✓ Swipe your own Connect Card for access to buildings to enable accurate contact tracing



PERSONNEL

To assure employees of its efforts to provide a safe and healthy workplace, the university will comply with the [Commonwealth of Massachusetts Mandated Safety Standards](#) for office spaces as identified by the Governor’s Reopening Advisory Board.

These safety standards include but are not limited to assessing office/workspace configurations, planning pedestrian traffic flows, practicing physical distancing, implementing hygiene protocols, signage requirements, and cleaning and disinfecting best practices.

Guidance has been prepared and shared with department leaders so they can plan and coordinate a gradual return of employees. Included in this guidance are resources and tools which will assist in the identification of critical student-facing functions; the assessment of positions (telework effectiveness); and the assessment of space (physical distancing/needed modifications). Other resources such as alternate scheduling and alternate work options are also included. Workplace protocols are identified to provide department leaders with a framework for how the institution will work and what new workplace norms will look like.

Employee guidance explains how the phased return will be implemented and provides an overview of ways in which employees may return to campus. Much like supervisor guidance,

PERSONNEL

it also identifies workplace protocols to provide employees with a framework for how the institution will work and what new workplace norms will be in place.

Most importantly, this guidance communicates the Safe Return Training requirement all employees must comply with before returning to campus. The Safe Return Training focuses on four core elements as identified within the [Commonwealth of Massachusetts Mandated Safety Standards – Stay at Home When Sick, Maintain Physical Distance, Wear Face Coverings & Masks, Practice Good Hygiene.](#)

Having these measures in place ensure the university's compliance with safety standards and demonstrate readiness to return employees. To further demonstrate compliance with these safety standards is the completion of the Commonwealth of Massachusetts COVID-19 Office Spaces Checklist, the Commonwealth of Massachusetts COVID-19 Control Plan, and the Commonwealth of Massachusetts Compliance Attestation. Both the Control Plan and the Compliance Attestation are located on the COVID-19 Safe Return web page for public viewing.

As the university returns employees to campus, alternate work options must still be available for employees during this public health crisis. Not only is this important to mitigate potential risks and ensure the safety of university employees and the BSU community, but it is also important to provide support to employees who may be high-risk, are caring for family, or are balancing work, life and home needs.



EMPLOYEE CHECKLIST

- ✓ Complete BSU training on required safety practices
- ✓ Sign the *BSU Code of Health Pledge* when it is released
- ✓ Keep a physical distance of at least 6 feet apart from coworkers
- ✓ Meet remotely, whenever possible
- ✓ Wear face masks or cloth face coverings at all times when outside of your office in indoor and outdoor public spaces.
- ✓ Minimize the use of confined spaces such as elevators
- ✓ Follow all directional foot traffic flow both inside and outside of buildings
- ✓ Limit visitors
- ✓ Avoid congregating in common areas
- ✓ Use the office/departmental Bear Bucket to keep high-touch areas sanitized and any related cleaning logs
- ✓ Avoid sharing office materials such as telephones
- ✓ Regularly check bridgew.edu/COVID-19 for updates
- ✓ Evaluate workspace to ensure compliance with safety procedures
- ✓ Limit university travel

ACADEMIC CONTINUITY

Blended Learning

The Academic Continuity Subcommittee, with extensive faculty input, reviewed 2,700 course sections scheduled for delivery in fall 2020 to determine which courses benefit from in-person instruction. For the fall, nearly 200 course sections – largely in laboratories and studio settings as well as those strongly tied to retention and progression to degree – will be offered in a blended format of in-person and online instruction. Additional blended learning opportunities will be identified in consultation with faculty members.

ACADEMIC CONTINUITY

COVID-19 has required major adjustments to the delivery of the educational experience at the university. These adjustments will continue as BSU prepares for the safe return of students, faculty, librarians and staff. The key planning assumptions presented earlier provide a framework for course modalities in the fall.

All courses will be taught either fully online or blended, with most offered online. Deans and academic department chairs have identified all courses for which an in-person instructional component is essential for pedagogical purposes – and are continuing to identify courses for blended instruction that will augment the retention and progression of students – with faculty members being consulted as the process unfolds. Faculty may volunteer to offer portions of their course in-person where feasible.

Student onboarding, retention and progression to degree completion has been prioritized when determining which courses will have in-person instruction. Student researchers/scholars and seniors with specific need for face-to-face coursework have been considered as academic affairs identifies additional courses that may be delivered in-person. Other recommendations include:

Instruction

- Faculty should have a reasonable degree of academic freedom as they determine how to stage in-person instruction while adhering to public health guidelines, which may override individual-level preference for particular courses.
- Study space and space to use between courses have been designated on campus for students taking in-person classes.
- All the institution's functions are fully and safely accessible to members of our community with disabilities.
- All courses will be delivered in a way that meet both student and faculty needs and expectations, which entails working with individual faculty to make sure that safe and appropriate facilities (classroom, studio, labs) and PPE are available for courses requiring in-person elements.
- Each instructional space has been assessed entirely to assure access, room use, restrooms and other building functions comply with safety guidelines.

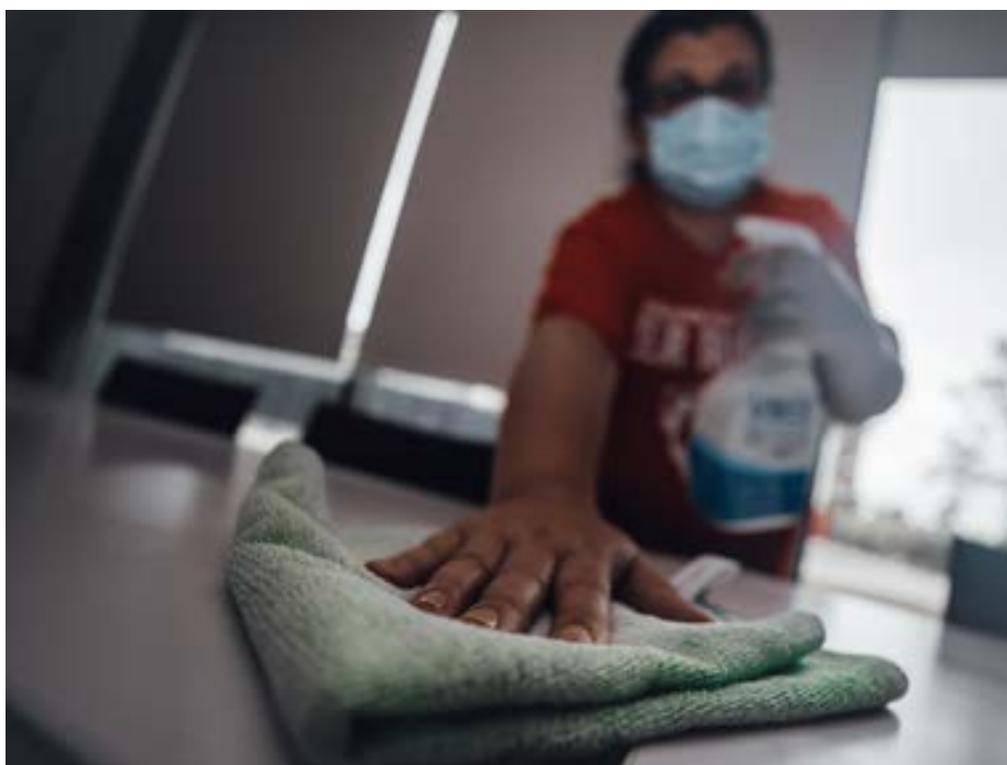


ACADEMIC CONTINUITY

- Information Technology has also invested in new technologies for faculty to enhance remote learning, including:
 - ◇ Purchase of mobile cameras and microphones to enable flexible hybrid learning
 - ◇ Zoom site license enabling all faculty, staff and students to host and attend Zoom meetings with up to 300 participants each with access via single sign-on (BSU credentials) and integrated with the Blackboard Learning Management System.
 - ◇ Site license for Screencast-O-Matic for recording video lectures and instruction.
 - ◇ Site license for VoiceThread for enhanced online student presentations.
 - ◇ Investment in Blackboard Ally to ensure accessibility of digital course content.
 - ◇ Site license for Respondus, a tool for proctoring online exams.
 - ◇ Loaner devices – including laptops, Chromebooks, iPads, wireless hotspots, etc. – will be available for students to borrow.

BSU is Flying Again

After months of navigating a complex web of FAA (Federal Aviation Administration) regulations, ABBI (Aviation Accreditation Board International) accreditation, mandated physical distancing and other guidelines established by the Massachusetts Department of Public Health, BSU's Aviation Center at New Bedford Regional Airport is open for flight training.



ACADEMIC CONTINUITY

Research

- Adopt a reservation process/service for student lab time and studios for research, creative endeavors, and course work.
- Connect Card access will help ensure safe and controlled access to spaces and areas that are integral to pedagogy and curriculum.
- Research teams in the sciences will ensure safe distancing in all lab spaces, recognizing that only a limited number of students may be able to work in a research lab at any one time.
- Use of studio arts labs must promote progression to degree for both undergraduates and graduates and will need to allow for proper social distancing.

Advising

- Advising students remotely will continue to be the dominant mode of faculty advising since most faculty offices are too small to ensure social distancing.
- Faculty were generally successful in advising their students remotely during the spring semester using online tools and techniques.
- A full semester of successful advising will require new approaches, flexibility and resources.
- The Academic Achievement Center will continue to provide many of its services remotely until physical distancing is no longer required and the space will be reconfigured to establish safe traffic flow and testing spaces.

Professional Development

- Nearly 250 BSU faculty and librarians have participated in professional development aimed at supporting and improving remote instruction through the Online Teaching Institute offered in collaboration with BSU's College of Continuing Studies, the Office of Teaching and Learning, and the Teaching and Technology Center.

Global Engagement

- All study-abroad programming and foreign travel is canceled through December 31, 2020; decisions about Spring 2021 will be determined at a later date.

STUDENT LIFE/RESIDENCE LIFE



STUDENT LIFE

The Student Life Subcommittee developed plans, strategies and guidance for managing the social and emotional transition of new and returning students to BSU. Specifically, the subcommittee explored student life issues such as providing safe access to essentials including student programming, services, support and well-being programs.

Four working groups were formed within the subcommittee – Residence Life; Enrollment Management and Transitions; Student Development, Support and Success; and Peer-to-Peer Training and Support/Campus-wide Student events.

For all BSU students – new and returning – the Student Life Subcommittee recommends providing safe access to essential services, appropriately supporting off-campus and commuter students, and developing comprehensive, inclusive strategies for nonacademic student events to keep the campus safe.

Preserving as much of the BSU experience as is safely and responsibly possible, while being creative and innovative, was a key recommendation as the campus continues to develop clear protocols and communications for a smooth fall 2020 term that include:

RESIDENCE LIFE

- Communicate with prospective and returning students and families before the semester begins to explain and set expectations regarding a modified campus experience and environment for the fall, and perhaps longer.
- Emphasize BSU Values in communications to encourage BSU's inclusive, diverse, supportive community.
- Provide a clear understanding for how students can safely and successfully pursue their education.
- Encourage students and employees to hold one another accountable to meet expectations for public health and safety both within the BSU community and other communities with which students engage.
- Provide education and training for students in new and modified health risk mitigation practices.

Residence Life Working Group

The Residence Life Working Group was charged with examining occupancy options and setting the number of students that would be permitted to live on campus with established physical distancing, access to restrooms and space for isolation/quarantine; establishing standards for residential communities that reinforce physical distancing and other best practices for keeping the BSU community safe; refining guest policies; and developing comprehensive recommendations, plans and other strategies for nonacademic student events in the residence halls to keep students and the campus safe.

In the fall, BSU will open all residence halls on campus. We will allow for single and double occupancy but are eliminating all triple and quad living, while making available additional single rooms for students who prefer to live alone until a COVID-19 vaccine has been developed. Even with the reopening of residence halls, we expect no more than one-third of our total student population to be present on campus at any one time.

The university is working to ensure all students who wish to live on campus can be accommodated. In the event there is insufficient residential space on campus, BSU is even contracting with hotels close to campus to provide fully equipped double occupancy suites with full kitchens and bathrooms for students at the same cost of a student apartment. BSU also has set aside 48 rooms on campus in the event we need to isolate or quarantine a student or students for a two-week period.

While conditions remain uncertain – and barring a second major surge of the pandemic in the Commonwealth of Massachusetts – BSU is planning to fully open its residence halls for the spring 2021 semester and will guarantee on-campus housing for all students who wish to live on campus.

BSU has been able to move in this direction because the university is implementing a robust testing system in partnership with the renowned Broad Institute at Harvard and MIT to allow for the regular surveillance (symptomatic and non-symptomatic) testing of students, faculty, librarians and staff attending classes, studying, working and living on campus. All resident students will be tested upon arriving at BSU for move-in days and every two weeks thereafter. Testing will be made available to commuter students, faculty, librarians and staff who are physically on campus. Coupled with strong contact tracing processes and procedures, such testing provides the best approach for limiting the transmission of the virus and mitigating the effects of COVID-19.

After Thanksgiving, BSU will move all classes fully online, although at this time we plan to continue to allow students to occupy the residence halls until the end of the fall semester.

Dining Changes

BSU's food service provider, Sodexo has developed an extensive safe return plan developed for Bridgewater State University based on far-reaching global experience of managing food preparation and delivery in a way that protects students and food service staff. Sodexo has adopted six-foot kitchen configurations that allow for social distancing of food preparation staff. They have shifted to grab-and-go delivery of meals and have eliminated buffet-style dining options. Dining hall tables have been distanced for safety and a reservation system has been established to ensure that dining halls are not overcrowded. Sodexo will have additional staff in the dining areas to ensure students are sanitizing their hands and wearing face masks upon entry and to answer any questions. They will use one-way entry and separate egress from the dining halls. Sodexo is also looking at additional options beyond the traditional dining experience, including the use of food trucks. This fall we plan to debut a new robot delivery system that will bring food right to a student's residence hall for safe and secure pick-up. Sodexo will continue to cater to the specific dietary needs of our students, providing healthy options. The new vending program will also provide a broader array of healthy options for students to access. Sodexo employees continue to receive training to sanitize high-contact service areas multiple times a day, keep a safe distance during deliveries, wear gloves, wash hands, and wear face coverings in the kitchen and serving areas.

RESIDENCE LIFE

Living on campus comes with certain responsibilities and obligations, which have been put in place to protect you and your fellow students, faculty, librarians and staff. We expect students living and studying on campus to follow these public health practices limiting the transmission of the virus:

- Maintaining physical distancing of six feet;
- Wearing masks or face coverings at all times except when in their residence hall room or when eating in one of our dining halls;
- Submitting to regular testing. BSU has developed a testing protocol (tests are not invasive) and all resident students will be required to be tested upon first arriving at BSU and every two weeks thereafter. Testing will be available to commuter students but not required.
- Limiting social gatherings to no more than 10 people, based upon Governor Baker's current guidance;
- Assisting with tracing procedures; and
- Agreeing to BSU's *Code of Public Health Pledge*.

The group also forwarded its considerations and recommendations on the following topics:

- Prioritize academic needs for housing.
- Prepare residence halls for safety following national guidelines and principles and Commonwealth of Massachusetts best practices.
- Collaborate with pertinent campus offices on processes and policies.
- Solidify student staffing needs.
- Assess the residential security plan.
- Provide training and information for residential students and staff.
- Establish clear requirements or expectations of residential students.
- Modify student move-in/move-out, check-out plans.
- Communicate to family the procedures that BSU will follow should an outbreak occur.
- BSU will modify residence hall agreements to include language regarding testing, wearing of masks, hygiene, etc.

ENROLLMENT MANAGEMENT & TRANSITIONS

Enrollment Management & Transitions

Charged with supporting new and returning students with caring enrollment transition services and practices through the offices of Admission, Transfer Services and Financial Aid and during Orientation, this group has altered its communication with prospective and returning students and families to explain and set expectations regarding a modified campus experience and environment for the fall.

All orientation sessions for new students, families and transfer students have moved online while recruitment activities will be determined by new limitations placed on the size of events. Campus visits by prospective students and their families as well as visits to Financial Aid and Transfer Services will remain by appointment only until further notice.

Transfer Services is providing all of its services remotely as well as remote advising for community college partners and transfer workshops.

Federal Work Study (FWS) would be available to students who are able to work on campus and are enrolled in at least 6 credits. BSU has \$3.4 million in its COVID Financial Aid Student Emergency Fund to assist students with last-minute adjustments and/or who are experiencing hardships. BSU is also providing an additional \$500,000 to local financial aid funding next year and is waiving parking fees for commuter students for the fall semester.

STUDENT DEVELOPMENT, SUPPORT & SUCCESS

Student Development, Support & Success

Charged with making suggestions that support student success for new and returning students, the group recommended caring, inclusive and safe access to essential student services, student programming, student support and well-being programs.

Where possible, the university will use best practices of Trauma Informed Care/Response with planning, strategizing and training to support a safe transition back to campus. The group recommended determining which departments/services can be provided 100 percent via online/virtual delivery and secure virtual setup of these offices; in-person services necessary for the on-campus population such as wellness; and communicating available resources and how students can access them.

The university will offer the same level of care to promote diversity and inclusion in its in-person services and spaces and translate service models and programming in a virtual learning and engagement environment.

Peer-to-Peer Training and Support/Campus-Wide Student Events

This group was charged with developing a comprehensive set of recommendations, plans and strategies for effective trainings and programs to use positive student peer-to-peer influence to promote successful physical distancing, wearing of facial coverings and effective contact tracing – inclusive of supporting BSU Values – to keep the campus safe.

Recommendations call for identifying student leaders who can be trained as peer influencers prior to returning to campus that would empower students to translate any messaging they receive creatively and in their own voice for broader impact and appeal to individuals in the community. Public service announcements (PSAs) with school spirit and influencers should be developed to ensure clear, concise and consistent messaging.

Life with COVID-19 is constantly changing and continues to impact everyone in the BSU community. As life with the virus evolves, everyone must be flexible in adapting to the inevitable changes that will happen over the course of the fall 2020 semester. BSU remains committed to providing safe living, learning and office spaces for all students, faculty, librarians and staff and that has never been more important than it is now.

STUDENT CHECKLIST

- ✓ Use your Connect Card for *all* building access (contact tracing)
- ✓ Be prepared for online and blended learning
- ✓ Participate in virtual return-to-campus training
- ✓ Communication matters! Read BSU email and check bridgew.edu/COVID-19 for regular updates
- ✓ Keep list of resources available for use
- ✓ Practice three major components of safety – regular handwashing, physical distancing and wearing a face covering
- ✓ Attend peer-to-peer events whenever possible
- ✓ Need academic assistance? Don't wait, contact academicachievement@bridgew.edu
- ✓ Know expectations for living on campus
- ✓ Pay attention to campus signage and BSU social media for latest updates
- ✓ Access PPE stations across campus as needed
- ✓ Use designated spaces for study when on campus
- ✓ Request in-person advising in advance to ensure safety
- ✓ Safety comes in low numbers – watch group size
- ✓ Follow established guidelines across campus for the bookstore, library, transit and dining halls
- ✓ Adhere to spectator guidelines when attending athletic events, although it is unlikely spectators will be permitted for fall sports
- ✓ Try hosting a virtual gathering/event

EXTERNAL COMMUNITY OUTREACH



EXTERNAL COMMUNITY OUTREACH

The External Community Outreach Subcommittee recommended that the university reinforce its commitment to provide educational opportunity and to act as an economic catalyst in the region during the COVID-19 pandemic, stressing the need to strengthen regional partnerships in PreK-12 education, and relationships with the nonprofit sector and business community.

In addition to the subcommittee, a working group focused attention on student placements that include internships, student teaching, social work field placement, etc. Discussions also included liability, safety, PreK-12, privacy and security.

BSU's enduring relationship with PreK-12 school districts in the region, in addition to its commitment to non-traditional learners, could be enhanced by expanding dual enrollment and early college programs; providing online training for teachers; enhancing the Bridgewater-Raynham School District Partnership; promoting the university's online art collection as resource for teaching; and continuing Senior College.

Themes that emerged from both groups included safety, communication/reputation, creating a welcoming environment, BSU as an integral member of the larger community, preparation and partnerships.

EXTERNAL PARTNERS CHECKLIST

- ✓ Determine when BSU is able to have external visitors return to campus safely and create a protocol that is shared prior to visiting to establish expectations
- ✓ Post BSU plans for repopulating campus on external facing website and share with Town of Bridgewater to post on their website
- ✓ Create sustainable relationships with nonprofits by researching internship opportunities, offering useful webinars, promoting career opportunities, working with Bridgewater Senior Center, providing IT support
- ✓ Support/partner with businesses to revitalize manufacturing in Southeastern Massachusetts, providing faculty experts on logistics, business planning, retraining and reprogramming the economy
- ✓ Partner on grants to help foster logistics, supply chain operations
- ✓ Revitalize the Center for Entrepreneurship
- ✓ Work with small businesses as they maneuver through the CARES Act and banking regulations
- ✓ Partner with Chambers of Commerce as a regional business-to-business resource
- ✓ Coordinate contact tracing efforts with the Town of Bridgewater Board of Health



BRIDGEWATER

STATE UNIVERSITY

Bridgewater State University

131 Summer Street, Bridgewater, MA 02325

508.531.1000 • www.bridgew.edu/COVID-19