



BACK TO BLOOM

A Guide for a Safe Reopening of and Return to Bloomsburg University

We are actively planning for a reopening of the Bloomsburg University campus and look forward to welcoming our students back as they return to our classrooms and residence halls. Our number one priority remains the health and safety of the entire BU community.

Our plans are following guidance from public health officials, the Governor’s Office and the Office of the Chancellor of the State System. The plans are based on the latest COVID-19 information and data available to us. Further information and guidance will be shared as it becomes available. Plans are subject to change based on any new information, and this document will be revised with the date of revision indicated in the footer.

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Section 1: Campus Life – Academic, Student, and Employee Life on Campus

Led by our Provost, Dr. Diana Rogers-Adkinson, and a collaborative committee of University leaders, Bloomsburg University has worked to address the many factors influencing our plans for Fall 2020. The resulting plan has been constructed so that the University can resume operations and fulfill its educational mission while prioritizing the health and safety of the entire BU community. We anticipate that our Fall 2020 semester will begin under GREEN status, and we will continue to adhere to health and safety guidelines from the PA Department of Health and the Centers for Disease Control (CDC), as well as directives from the Governor’s Office and the Office of the Chancellor.

Our modified calendar is designed to maximize the use of our classrooms for instruction while following social distancing guidelines, and allow us flexibility should there be a resurgence of COVID-19 outbreaks during the coming year. We each have a personal responsibility to our own health and must be mindful of others. We would ask for your understanding, cooperation, and patience as we all navigate through these unprecedented times.

1. Courses

The classroom experience will be different from a traditional semester. Due to the reduced capacity in classrooms, we have scheduled courses in one of three sessions. Session I is aligned with the standard 15-week semester. Also, there will be two condensed, 7-week sessions. Courses may be offered face-to-face, blended, or online based on best practices for the course.

The 15-week semester follows the standard framework, which allows courses that require an extended experience due to lab work, clinical experiences, student teaching contact requirements, preparation for final projects or performances, etc. The 7-week sessions are designed to reduce stress by letting students have some courses end by mid-term reducing the stress of a full-time load should we be directed to move to remote instruction at some point in the semester.

We’ve put together an instructional video about [how to read your new schedule](#).



Attendance and Engagement

Participation and engagement within a course significantly factor into the final grade earned. Both participation and engagement are assessed through a combination of attendance, timely completion of assigned coursework, and active participation in online and/or face-to-face discussions and forums.

Lack of attendance due to personal health complications or the necessity to self-quarantine associated with the COVID-19 pandemic will not adversely affect your grade. However, if you *must* miss a class it is *your* responsibility to communicate with your instructors - if possible, in advance of your absence. If in review of your daily [Husky Health Checker](#), you are experiencing possible symptoms of COVID-19 or if you are exposed to others who test positive for COVID-19, you should self-quarantine and notify your instructors immediately. If your course(s) is/are also offered via Zoom for synchronous instruction, it is expected that you would continue to attend remotely, *as symptoms allow*, even if you were previously attending in a face-to-face format. **Again, it is your responsibility to work with your instructors and communicate with them in a timely manner, if you are quarantined, symptomatic, in isolation, or diagnosed with COVID-19, so that you may secure assignments and makeup missed work.**

Masks – Language for Class Syllabi

Anyone entering a Bloomsburg University building is required to properly wear a face mask (covering mouth and nose) in all areas of the building. The mask must be worn in all hallways, classrooms, public spaces, and common areas, as well as office spaces where multiple people are present. Students will be provided with a mask for use by Residence Life. Masks may be picked up at your residence hall or additional locations, including the ID Card office in Elwell Hall, the University Police station, and others to be communicated closer to the beginning of the semester. Students failing to wear a mask will be required to secure one before entry to any campus building; they are required to wear the mask properly throughout the duration of the class time. The Provost's office, Deans' offices, and Athletic Director's office will have a supply of masks available for students who do not have or forget their masks. Students are still responsible for the content covered while securing a mask for course entry. *Students without a medical exemption who fail to comply with this requirement will not be permitted to attend class, and the student's absence will be considered an unexcused absence.*

Students, Faculty, and Staff: if you have a question about a medical exception to mask-wearing, please contact [Christa Lamoreaux](#), the assistant to the Interim Director of Social Equity/ADA Coordinator.

2. 2020-2021 Academic Calendar

Fall 2020

- Fall I Session (the full Fall semester) — Aug. 17 to Nov. 24
 - Drop/Add deadline: Aug. 24
 - Last day to withdraw from a course: Nov. 20
 - Finals: Nov. 23-24, with Nov. 25 as an additional date if needed
- Fall II Session — Aug. 17 to Oct. 6
 - Drop/Add Deadline: Aug. 20
 - Last day to withdraw from a course: Oct. 2
 - Finals: Oct. 5-6
- Fall III Session — Oct. 7 to Nov. 24
 - Drop/Add Deadline: Oct. 10
 - Last day to withdraw from a course: Nov. 20
 - Finals: Nov. 23-24, with Nov. 25 as an additional date if needed

Winter

- Winter Session – Dec. 7, 2020 to Jan 22, 2021
All courses will be delivered 100% online



Spring 2021

- Spring I Session (the full Spring semester) — Feb. 1 to May 13
 - Finals: May 10-13
- Spring II Session — Feb. 1 to Mar. 23
 - Finals: March 22-23
- Spring III Session — Mar. 24 to May 13
 - Finals: May 10-13

3. Education and Training – Faculty and Staff and Students

The University has been sharing helpful resources for students, faculty, and staff, while the health and community-related resources will remain in place and will continue to be enhanced. Residence Life and First-Year seminars will continue to be a resource for ongoing information for new and on-campus resident students.

In preparation for instruction in the fall, faculty have been engaged in training this summer to support hybrid and online instruction.

For all members of our campus community, and visitors alike, we share our Husky Safe Seven. Seven ways to take steps to remain healthy.

The Husky Safe Seven

1. Always wear your face covering properly (covering your mouth and nose).
2. Wash your hands frequently with soap and water for at least 20 seconds.
3. Practice good health habits. Clean surfaces frequently, cover coughs, and sneezes.
4. Stay at least 6 feet apart. Maintain physical distancing to mitigate the potential spread of the virus.
5. Monitor your health daily. Stay home when you're sick. Learn the symptoms of COVID-19.
6. Have questions? Contact Student Health Services or HR Connect.
7. What makes us Huskies makes all the difference. Onward!

For students, the [Student Health Center](#) and [Healthy Husky](#) webpages link you to many different resources.

For Faculty and Staff, the [COVID-19](#) and [HR Connect](#) pages, and communications will continue to host important information and workplace health guidelines.

4. Athletics

The Board of Directors of the Pennsylvania State Athletic Conference voted on Tuesday, July 14, to suspend all mandated conference athletic events and championships through the fall semester in response to the COVID-19 pandemic.

You can read the [full release here](#). Further updates will be made available on [buhuskies.com](#).

5. Residence Halls

Move-in for first-year and new students will occur from August 10-16. Jump-Start students will move in during assigned times on Sunday, Aug. 9.

Returning students living on-campus will receive an email from Residence Life outlining your dates/times for move-in.

Plans are still being finalized, but please note important details below:

- Residence Life will be assigning specific dates/times to each student to ensure safe practices.



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- Residence Life will be limiting how many additional people can come with the student to move in.
- Students will be in single rooms in the residence halls.
- If students want a roommate, they can still request one, but both students must abide by social distancing and safety protocols.
- If a new student is placed in an apartment, they will be charged a double room rate with air conditioning, not the apartment rate. First-year students may be placed in apartments to offset the singles in the res halls. Apartments will be limited to 4 occupants, including Mt. Olympus.
- If a student wants to be housed in a 6-person unit, it must be requested. Residence Life is referring to this as a “family unit.” This DOES NOT mean for families with children or other types of families to move to campus.
- **To begin, and out of concern for safety, NO guests will be permitted in the residence halls/apartments.**

Upon return to on-campus living, students will spend time with Community Assistants (CA) and Area Coordinators reviewing and agreeing to community procedures.

Bathroom Facility Use

- Most residence halls have been changed to single-gender wings and floors
- One bathroom will be for shower usage
- One bathroom will be for bathroom usage (toilets, teeth brushing)
- After students move in, Residence Life staff will develop a shower schedule for 30-minute showers.
- Bathroom usage is to assure social distancing.

Students in off-campus housing should contact their landlord if renting from a non-BU affiliated landlord. BU-affiliated housing (Honeysuckle or Advanced Student Housing, owned by the BU Foundation) will allow residents to move in early upon request.

PLEASE NOTE: Further details are in development and will be added to this document as they become available, and will be communicated directly to students. We thank you for your patience and understanding.

6. Dining

Bloomsburg University Dining Services is committed to following all COVID-19 guidelines set forth by the PA Department of Health and the CDC. Offering a quality, value-driven program is our goal, along with a new heightened sense of awareness on personal health and safety.

Dining Program Highlights:

- All guests will be required to properly wear a mask (covering mouth and nose) when entering food service operations on campus. Failure to have a mask on will result in denied entrance into the operation.
- All 14 food service locations will open for the start of the Fall 2020 semester. Hours of operation will be posted on the Campus Dish website and Social Media outlets. Physical signage will also be present throughout campus (dining locations, residence halls, etc.).
- Operational traffic flow/personal space signage, stanchions, and barriers will be displayed in each location to assist and guide guests as they navigate the respective spaces.
- Seating capacity in all dine-in locations will be reduced, following the recommendations for social distancing set by the PA Department of Health, and the CDC.
- Scranton Commons will offer limited seating. Prioritizing students’ basic needs, we will expand our service to include a to-go option to both maximize and expedite their dining experience. Paper/plastic ware will be utilized for limited dine-in seating.
- Monty’s will offer a fourth meal zone, a late-night option, geared toward the expected increase of students being placed in upper campus housing. Menu items will be similar to Husky Lounge’s (late night offerings).
- Self-service areas will be eliminated across campus. (i.e., salad bars, self-service soups, breads, etc.). Alternative solutions will be provided: pre-packaged salads and employee served
- Beverage areas (soda fountains, coffee stations, milk dispensers) will be available with protective measures in place to eliminate direct touching of the dispenser. In addition, aggressive sanitation procedures will be enforced.
- Condiment/dispensing stations (condiments, plasticware, napkins) will be offered at the point of service.



- Updates to operational changes, offerings, procedures, etc. will be communicated via email, social media, and signage at each location.
- Communication will be produced to advise on time allowance regarding logistics and navigation of dining locations.

Additional Staff Training and Sanitizing Routines

Senior leadership is steadily working on new patterns of management, some of which include: employee training, updated cleaning and sanitizing routines, and alternative scopes of service with creative solutions to satisfy our student body and all guests. Offering a quality, value-driven program is at the core with a new heightened sense of awareness on personal safety.

7. Transportation

Students are required to remain 6-feet apart and wear a mask while waiting for a shuttle bus. All passengers must always properly wear a mask (covering mouth and nose), while on/riding the bus. Students will be required to apply hand sanitizer upon entering/boarding the bus. Bus use will be limited to seated passengers only. Standing on the bus will not be allowed under any circumstances.

8. Academic Support Services

Academic support services remain in place for students. Please reference details online provided by [University Tutorial Services](#). There you will find links to our NetTutor online services, as well as links to the Writing Center, Academic Advisement, and more. Details on how to request support are forthcoming and will be posted to the website linked in this section.

9. Counseling Services

The Student Health Center will be open Monday - Friday from 8 a.m. - 6 p.m. for scheduled appointments starting Monday, Aug. 10. Counselors are available each day Monday - Friday for regular appointments and same-day brief consults. Please call 570-389-4255 to schedule a time. These services are offered both face-to-face and tele-counseling appointments. The counselor will talk with you first on the phone to discuss what is the safest option for your needs and the current conditions. There will be outreach workshops available where counselors will share coping strategies and help you with resources and support. If you have questions about clinic administration or services, please leave a voice message or [check the counseling website](#).

Section 2: Strategy for Mitigation

1. Hygiene (CDC) Requirements

In preparing our return to campus, it is crucial to remember the need to keep everyone safe from the COVID-19 virus. Handwashing is one of the best ways to protect yourself and your family from getting sick. Washing hands can keep you healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

2. Personal Protective Equipment (PPE)

All students/faculty/staff entering a campus building are required to properly wear a face mask (covering mouth and nose) and continue to wear the mask outdoors while on university property. It is also important to WASH your mask on a regular basis to prevent it from becoming a factor in the spread of the virus. Individuals unable to wear face coverings due to a health condition or disability must be encouraged to be extra cautious about maintaining proper social distance and observing all other hygiene protocols.



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Students, faculty, and staff who have questions about a medical exception to mask-wearing, please contact [Christa Lamoreaux](#), the assistant to the Interim Director of Social Equity/ADA Coordinator.

Employees: if you have a question or concern about your individual workspace, please contact the [Office of Workplace Safety](#).

Further information and guidance will be shared as it becomes available.

3. Social Distancing/Gatherings

Each member of the BU Family has a responsibility to take the necessary protective measures to help contain and reduce the COVID-19 incidence rate in our county.

Faculty/Staff/Students are required to practice and maintain social distancing from others during your time on campus. Social distancing includes the proper wearing of face masks (covering mouth and nose) and should not be interpreted as a substitute for the mask requirement. Plans for the Andruss Library and the Student Rec Center are in process and will be communicated shortly. Social distancing, masking, and other safety precautions will be in effect.

Success will be achieved by uniting and pulling together, always remembering to socially distance and wear a mask, both when on campus and when going into the town and visiting local businesses. Please be a good neighbor to those who call Columbia County home and wear a mask when off campus.

4. Campus environmental modifications (classrooms, buildings, space, residence)

Site visits for 95% of the identified areas of concern have been completed for evaluation of protective barriers. Modifications have been made or implemented at many of the locations with others still in process. Several locations have similar concerns with similar type solutions, and prefabricated, stock protective items are being obtained that that will be available for use by the beginning of the semester.

Employees: if you have a question or concern about your individual workplace, please contact the [Office of Workplace Safety](#).

Further information and guidance will be shared as it becomes available.

5. Health Services (Clinical/Mental)

The Student Health Center will be open Monday through Friday from 8 a.m. - 6 p.m. for scheduled appointments starting Monday, Aug. 10. You will be directed to call before coming to the Student Health Center and not walk in for appointments. The appointment phone number is 570-389-4451. When you call for an appointment, you will be asked brief screening questions that will help guide your care. This extra step is completed for your safety and the safety of others.

The Student Health Center leadership has been working within the "Health Capacity - Return to operations workgroup" to implement the operational recommendations for return to campus under current "GREEN" conditions. The plans focus on prevention, screening, and education, as well as the safe delivery of clinical services, support of students, and approach to containment. CDC recommendations and emerging data underscore the importance of information, education and daily symptom checks, access to testing, and appropriate medical care.

- The CDC does not recommend entry testing of all returning students, faculty, and staff. Following the recommendation of the CDC, Bloomsburg University will not require pre-testing of students before their return to campus.



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- The development of a student screening process is underway. This tool will serve to encourage student self-monitoring and seeking services when indicated. We expect this to be available by the time students arrive on campus.
- COVID-19 diagnostic testing for symptomatic students is planned in partnership with local health care providers and the Department of Health testing sites. Work has begun to identify how Student Health Center staff will assist students in obtaining COVID-19 testing if clinically appropriate. We are working with the PA Department of Health and local community and hospital resources to understand how the local community testing plan will serve our students. We are fortunate to have a hospital resource just off-campus to help our students access appropriate resources. Additional screening of temperature checks is being discussed/planned in higher-risk situations (for example, student-athletes and students getting services at the Student Health Center and Counseling Center).
- BU will follow the guidance of the PA Department of Health, and the County Health Department to define the next steps if there is a student who is identified as testing positive for COVID-19. BU anticipates most students will want to return to their home, family, and local health care provider for continued care. We will work with the PA Department of Health guidelines about these decisions.
- Work continues on the development of a process with Residence Life to support isolation for a student who is awaiting test results to assure their safety and the safety of others. The Health Center staff, in concert with Department of Health guidance, will define the appropriate level of isolation or quarantine and will work with Residence Life staff if the student is living on campus.
- The Student Health Center will provide the appropriate level of support and treatment for students who are isolating and quarantining. We are working on details and new policies and protocols to support these efforts.
- Contact tracing will be completed at the direction and in collaboration with the PA Department of Health. We are in the process of clarifying the process and details and how we will work to support these efforts. We have begun identifying resources and supports that may be needed to support this effort.
- The Student Health Center plans to open for a full scope of services. Services will be offered in the clinic or via the Zoom telehealth platform this fall to provide safer care. The clinical team will determine whether the student is seen in the clinic, via the telehealth or referred to other appropriate services.
- The Student Health Center will continue to operate with an appointment-only model where all students will call and be screened for the appropriate level and safe care before scheduling an appointment with an RN or provider.
- Additional details about changes in the Student Health Center operations to assure safety during the COVID-19 environment are being addressed. The Student Health Center clinical staff are confirming operational plans and protocol developments.

Further information and guidance will be shared as it becomes available.

6. Non-Essential Travel

As communicated in the [March 31 Coronavirus Update](#), all University-sponsored travel is canceled through Friday, July 31, 2020. After this date, please reference the [COVID-19 Travel Guidelines](#) document that has been created to guide travel decisions for the remainder of the fiscal year. These guidelines outline expectations regarding travel, both university-sponsored, and personal, as well more detailed guidance related to virtual conferences, domestic travel (in-state and out-of-state), international travel, student travel, travel associated with BU-sponsored visitors/guests, and CGA travel.

7. Schedules (Telework)

For those seeking flexibility in the workplace due to an increased risk for severe illness from COVID-19, please contact HR Connect at 570-389-4415 or submit a help request to hrhelp@bloomu.edu. Your supervisor and the HR team are here to partner with you as we work through these requests.

Section 3: Strategy for Monitoring Campus



1. Self-Reporting

For individuals exhibiting symptoms:

- All members of the BU community are being asked each day to monitor their health utilizing the [Husky Health Checker](#) survey. Upon completion of the survey, retain the badge on your mobile device by leaving your browser tab open or taking a screenshot, or on your computer by printing it or taking a picture of your screen using your mobile device.
- Must self-report symptoms and exposure to the appropriate university personnel;
- Must not report to work; class; clinical assignments; or attend or participate in institution-sponsored activities or events;
- Must self-isolate per current state and federal guidance;
- Must not enter campus buildings except for students who shall only enter campus buildings that are designated as their place of isolation (e.g., residence hall); and
- Is advised to consult with a medical provider about options for testing and necessary treatment.
- For individuals who may have been exposed to COVID-19:
- Report if you have visited an area of high prevalence (domestic or international) in the previous 14 days;
- Report if you know you have been exposed to anyone, within the previous 14 days, who has tested positive for COVID-19; and
- Self-quarantine following current state and federal guidance.

2. Testing/Screening

In partnership with Geisinger Health, there is going to be a dedicated COVID-19 testing facility on campus for students who are exhibiting COVID-related symptoms. The testing center will be housed in the Fenstermaker Alumni House and will be fully operational by the opening of school.

All members of the BU community are strongly encouraged to monitor their health each day by utilizing the [Husky Health Checker](#) survey. Upon completion of the survey, retain the badge on your mobile device by leaving your browser tab open or taking a screenshot, or on your computer by printing it or taking a picture of your screen using your mobile device.

Additional screening or temperature checks are being discussed/planned for higher-risk situations should Columbia County's status be changed back to YELLOW or RED.

3. Contact Tracing

Contact tracing will be completed at the direction of, and in collaboration with, the local Department of Health. We are in the process of clarifying the process and details and how we will work to support these efforts.

We are working with Geisinger Health System to establish health check protocols, which we will communicate as this information becomes available. If BU should have a positive case in an employee, we would provide the PA Department of Health with a list of who that person had worked with. For a student, we would provide class rosters and roommate information.

4. Confirmed Case

BU will work and follow the guidance of the local Department of Health to define the next steps if there is a student, faculty, or staff member who is identified as positive for COVID-19. BU anticipates most students will want to return home, to family and local health care providers for continued care. We will work with the PA Department of Health to guide these decisions.



5. Quarantine/Isolation

For Students:

We have set aside 72 rooms on campus to allow for a safe quarantining of any students who are exhibiting COVID-related symptoms. Meals will be delivered to students who are in quarantine on campus.

The Health Center staff, with guidance from the PA Department of Health, will determine the appropriate level of isolation or quarantine. The Student Health Center will provide the appropriate level of support and treatment for students who are isolating and quarantining.

For Employees:

Guidance for employees is forthcoming from the State System of Higher Education to ensure consistency across all 14 institutions.

6. County Status Change (Red/Yellow/Green)

A return to YELLOW or RED status in Columbia County will shift all learning online except for nursing, allied health, and teacher education classes/clinicals. Nursing students should anticipate a similar schedule like before COVID-19, with appropriate safety protocols in place. Student teachers will continue to student-teach if the school district remains in the GREEN phase. If a district moves to remote learning, student teachers would engage in the experience remotely.

We will continue to follow guidance from the CDC, the PA Department of Health, the PA Department of Education, the Governor's Office, and the Office of the Chancellor.

Section 4: Communications Strategy

1. General Campus

Information for campus constituents may be found on our [COVID communications](#) page, on the [Fall 2020](#) information page, and - for employees – on the [HR Connect](#) page. In most cases, information is cross-referenced using web links.

Campus communications will continue to be shared via the following schedule:

- The Week Ahead – distributed Mondays to faculty and staff
- Weekly COVID-19 update – distributed Wednesdays to students, faculty, and staff, and posted to social media.

2. Identified Case/Quarantine

Bloomsburg University will follow notification protocols relating to timely updates via email and text from BU Alert, the University's emergency notification system, if necessary. To verify or update your contact information, visit <https://intranet.bloomu.edu/bualert>.

3. Contingency Planning – Change Communications

Any supplemental communications would be shared via official communications channels, primarily through University email. Updates may also be made public via the University website and social media channels where appropriate. If immediate changes are to take effect, the BU Alert in a non-emergency notification may be utilized to share a time-sensitive update. To verify or update your contact information, visit <https://intranet.bloomu.edu/bualert>.



Section 5: Coordination with Local Public Health Officials

1. Coordination with Locals

Northeast Pennsylvania Association of Colleges and Universities (NEPACU):

Reopening campuses in northeast Pennsylvania this fall is a central part of reopening our communities. As college and university presidents and their leadership teams anticipate welcoming thousands of students back to our region in just a few weeks, Bloomsburg University is one of many colleges and universities that are coordinating with local governments and Geisinger healthcare leaders to be sure the “fall welcome” is as safe as it is joyous.

Schools are coordinating on four areas including prevention, interventions, community engagement and communication.

Specific pandemic-associated actions include a shared calendar of critical events such as opening and closing, major events, athletic schedules, and student safety protocols. The schools are coordinating with Geisinger to develop a shared language for students and their families on frequently asked questions regarding social distancing and what to do if COVID symptoms are experienced. They are also sharing best practices in regard to containment and mitigation.

Participating schools include Bloomsburg University, Clarks Summit University, East Stroudsburg University, Geisinger Commonwealth School of Medicine, Johnson College, Keystone College, King’s College, Lackawanna College, Luzerne County Community College, Marywood University, Misericordia University, Penn State Hazleton, Penn State Wilkes-Barre, Penn State Scranton, University of Scranton and Wilkes University. The schools are members of a group called NEPACU or Northeast Pennsylvania Association of Colleges and Universities. This group was formed when the former Great Valley Technology Alliance was founded and has since used the NEPACU infrastructure to jointly plan reopening amid the ongoing COVID pandemic.

Geisinger Medical Partnership:

University leaders are also coordinating directly with medical professionals from the Geisinger Health System on health screening tools, development of back to campus processes, and support regarding containment and mitigation.

Section 6: Expectations for Employees, Students, and Visitors

1. Employees

All employees should bookmark the [Fall 2020](#) and [HR Connect](#) pages on the web, where regular updates will be shared, and links to resources can be found.

As we begin the process of returning employees to campus, we are providing the following guidance per the Bloomsburg University COVID-19 Workplace Guide. The Bloomsburg University COVID-19 Workplace Guide has been developed in consideration of the health and safety of all Bloomsburg University employees and in accordance with health directives provided by the Governor, the PA Department of Health, and following CDC guidance.

This guidance applies to all University employees, both represented and non-represented. This guidance equally applies to all visitors on campus engaged in university-related activities or business.

1. **Wear A Mask** - All employees working on-campus (regardless of frequency) are required to properly wear a mask (covering mouth and nose) as an essential personal protective equipment (PPE) safety item. Individuals entering a campus building are required to wear a face mask and continue to wear the mask outdoors while on university property. It is also important to WASH your mask on a regular basis to prevent it from becoming a factor in the spread of the virus. The only exceptions are when eating or drinking, driving alone in a vehicle, or working alone in an office. If you do not have a mask, contact your direct supervisor to receive one at no cost.



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2. Practice Social Distancing - You are required to practice and maintain social distancing from others during your time on campus. Social distancing includes maintaining a 6-foot distance from another person whenever possible. Social distancing should not be interpreted as a substitute for the mask requirement.
3. Practice Good Hygiene – Good hygiene includes proper handwashing, avoiding touching your nose, eyes, and mouth, coughing and sneezing into your elbow followed by immediate hand sanitizing, removal of gloves after task completion, frequently disinfecting personal work areas including high-touch areas, and avoiding equipment sharing.
4. Monitor Your Health - All employees are expected to self-monitor their health daily, including taking their temperature before arriving on-campus.
 - a. If you feel sick, or seem to have COVID-19 symptoms, you should not come to work, and should notify your supervisor as per your standard absence notification procedure.
 - b. If you feel sick while at work, notify your supervisor and go home. When notifying your supervisor, you should also identify any other people with whom you may have had contact while at work.
 - c. If you seem to develop COVID-19 related symptoms, such as fever (100.4 degrees Fahrenheit or higher), a cough, difficulty breathing, chills, repeated shaking with chills, acute muscle pain, acute headache, sore throat, and or new loss of taste or smell; you should notify your supervisor and contact your primary healthcare provider for medical advice.
 - d. If someone within your household or someone with whom you had close, direct contact with is being tested for COVID-19, you should stay home and notify your supervisor.
5. Bloomsburg University Police Department staff members will wear face masks like all employees beginning with the Fall 2020 semester. Healthcare workers will follow the guidance provided by the CDC.
6. Cleaning and Disinfecting - Following proper hygiene procedures, as referenced above, includes responsibility for disinfecting personal work areas. Routine cleaning procedures will be followed for areas that are not accessible to the campus community. High-touch cleaning procedures will be followed for areas that are accessible to the campus community. CDC cleaning and disinfecting guidelines will be adhered to following COVID-19 sickness.
7. Physical Space Evaluation – Campus physical spaces have been evaluated, and, in addition to the safety measures above, some plexiglass barriers will be installed, as requested, in the coming weeks.

As a matter of public health and safety, every employee must review the complete Bloomsburg University [COVID-19 Workplace Guide](#). In addition, an [Employee COVID-19 Inquiries Guide](#) has been developed to assist employees with appropriate contact information for COVID-19 questions. Please refer to your immediate supervisor for questions about your work status.

Sanitation Supplies for Office Use

The following supplies will be available in the Storeroom:

- Alcohol-based wipes w/in a disposable container
- Disinfectant wipes w/in a returnable and refillable container
- Disinfectant spray w/in a returnable and refillable container
- Hand sanitizer, pump style w/in a returnable and refillable container
- C-fold paper towels

Once available, requisition of these supplies will follow the normal Storeroom ordering process. Costs will not be charged to departmental budgets as they are eligible to be offset by external COVID-19 funding sources.

If there is a need to purchase sanitation supplies prior to them being available in the Storeroom, this may be done via p-card. If purchasing sanitation supplies on a p-card, please indicate "COVID-19" on the reconciliation so that the costs are not charged to the departmental budget.

A follow-up notification, including instructions for FC input, will be sent when the Storeroom is fully stocked. At that time, sanitation supplies that are available in the Storeroom must be requisitioned from the Storeroom rather than externally. Masks have been ordered and will be given to Vice Presidents and Deans for distribution to employees within their units. Masks will not be available in the Storeroom.

Please contact Brandi Yagle at byagle@bloomu.edu or x4312 with any questions.



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Please see below for additional information provided by the Office of Workplace Safety associated with questions raised regarding the procurement of sanitation supplies:

Are department chairs/secretaries responsible for providing sanitation supplies for all faculty/staff offices?

Yes, departments/offices will be responsible for obtaining and making available anticipated cleaning items that would be used by faculty and staff for maintaining their personal work and/or classroom work space. Those items are, for the most part expected to be obtained from the Storeroom (see below). Some departments may have some specialty cleaning requirements associated with labs, and such. Those items would be ordered and distributed by the associated department. These items may be purchased via p-card but must be notated as "COVID-19" on the p-card reconciliation in order to facilitate accurate recordkeeping. COVID-19 supplies expense, regardless of whether received through the Storeroom or purchased via p-card, will not be charged to departmental budgets.

Are department chairs/secretaries responsible for providing sanitation supplies for classrooms?

No, the classrooms will be periodically cleaned during the course of the day by the custodial staff, so general cleaning and subsequent materials are not planned for placement within classrooms. If an instructor has a personal cleaning requirement, such as personally wiping down all IMP station surfaces prior and post use, then the individual should plan to bring those cleaning with them to the classroom.

Please contact the Office of Workplace Safety at bdeleon@bloomu.edu or x4792 with any additional questions.

2. Students

Under the [Fall Framework](#), the PA State System of Higher Education universities are adopting an approach to re-engaging face-to-face instruction that relies upon a set of mutual responsibilities:

- Of universities to produce and implement a plan for re-engaging face-to-face instruction that adheres to relevant federal, state, and State System guidelines; and
- Of students, employees, and visitors to adopt behaviors recommended by the above guidelines as a means of mitigating the spread of infection.

With this approach, the State System universities seek to:

- Enable students to continue in their progress;
- Mitigate risk for our institutions by following federal and state guidelines;
- Be respectful of employee concerns;
- Provide consistency in practice—where possible given university facility and resource constraints—in meeting university operational needs; and
- Comply with all legal requirements.

Students, employees, and visitors must help to mitigate infection and spread of COVID-19 by observing the following rules of conduct that should be considered work rules or directives for employees and standards of conduct for students. Visitors and guests not complying with university rules may be asked to leave campus. Enforcement of requirements will be accomplished according to university-developed protocol(s) in alignment with collective bargaining agreements and the student code of conduct.

All students must adhere to the following health and safety rules:

- Individuals entering a campus building are required to properly wear a face mask (covering mouth and nose) and continue to wear the mask outdoors while on university property. It is also important to WASH your mask on a regular basis to prevent it from becoming a factor in the spread of the virus. Individuals unable to wear face coverings due to a documented health condition or disability must request an exception to this requirement as directed by university administration;
- Observe social distancing guidance such as tape on floors or sidewalks and practice social distancing wherever possible, including when using bathrooms, showers, and locker room facilities; and
- Not congregate in communal areas or gather in groups exceeding official local, state, or federal guidance for non-instructional activities.



The Student Health Center will be open Monday -- Friday from 8 a.m. - 6 p.m. for scheduled appointments starting Aug. 10. You will be directed to call before coming to the Student Health Center and not walk in for appointments. When you call for an appointment, you will be asked brief screening questions that will help guide your care. This extra step is completed for your safety and the safety of others.

3. Visitors

All visitors and guests are required to comply with the following rules. Noncompliance will result in being asked to leave and/or barred from all campus grounds and facilities:

- Individuals entering a campus building are required to properly wear a face mask (covering mouth and nose) and continue to wear the mask outdoors while on university property.
- Observe social distancing guidance such as tape on floors or sidewalks and practice social distancing wherever possible, including when using bathroom, shower, and locker room facilities;
- Follow university guidance regarding access to residence halls;
- Shall not congregate in communal areas or gather in groups exceeding official local, state, or federal guidance for non-instructional activities;
- Visitors exhibiting symptoms are not permitted to come on campus for any reason;
- Visitors who have been exposed or have visited an area of high prevalence (domestic or international) in the previous 14 days are not allowed on campus.

Section 7. Frequently Asked Questions

1. Academics

Schedules were released on Friday, July 24. Why are they still changing?

While most student schedules have been set, our environment with Covid-19 remains a fluid situation that may require some additional adjustments to schedules. All adjustments should be complete by August 3; please again note that situations can and will likely shift depending on the health guidelines and regulations as it relates to Covid-19. Check your schedule regularly for changes and if you have any questions about those changes or your schedule, please contact the Registrar's Office, BURegistrar@bloomu.edu.

When searching for courses to add to my schedule, how can I tell what the course delivery method is?

You may view your schedules now in MyHusky. To help you understand how to read your schedule, refer to how to [read your schedule](#) located on the registrar's page or [watch this video](#).

What is a modality?

Modality is the delivery method of the course. For Fall 2020, classes will be offered in the following modalities:

- **Face-to-Face.** Sections that are taught in a classroom or space in which both students and the faculty member are both present. For Fall 2020, the number of students in the class have been limited and larger classrooms have been assigned than where a class typically meets.
- **Blended.** Sections that are taught in more than one modality (Face-to-Face, Online-Synchronous, Online-Asynchronous)
- **Online-Synchronous.** Class is taught remotely at days and times scheduled by the Registrar's Office or as per the faculty. The course will be streamed online but watched live at a set class time.
- **Online-Asynchronous.** Class materials, activities, and assignments are provided remotely and no day or time is regularly scheduled for the class. A student can access the course on their schedule rather than a set class time.

Why did Bloomsburg decide to divide classes into the sessions?

This was to maximize the amount of face-to-face instruction we could provide under social distancing rules. Also, students were concerned about trying to complete a full semester online if Columbia County returned to RED status. This allows multiple stop and start points to reduce the load.

**Once I see my new Fall 2020 schedule, what should I expect?**

All the classes that you were scheduled for before the transition will be placed into one of the three Fall 2020 sessions. The session for each class will be indicated on your schedule. What may not appear is the actual building/room number of your classes. We will allow students to view their schedules before those updates have been made in accordance with the PA Department of Health and PASSHE COVID-19 guidelines.

Does this mean I don't have classes all semester?

It would be very unlikely for a student to only have classes in session 2 or 3. Students' schedules will have a balance of sessions 1, 2, and 3 courses.

Can students take more than 2 courses per 7-week period?

It is not recommended, but departments may utilize the overload approval process.

What is a technology-enhanced classroom?

This is a classroom that allows the professor to teach the lecture directly with students able to attend live or if they prefer, remotely, to access the course. These classrooms allow students to have a live course taught by the instructor but watch remotely if the county were to return to yellow status. We have approximately 60 classrooms set up to allow a faculty member to teach traditionally with remote access.

Will the length of time each class meets be the same in the 7-week sessions as it is in a 15-week session?

The time in class roughly doubles for the condensed 7-week sessions. However, some of the professors may blend some of that contact time between face-to-face and remote instruction.

Can a student delay the start of the fall semester until the second 7-week session?

Yes. This plan is designed for students to be able to maintain their timely progress to graduation, even if they decide to delay their fall semester until the October start-date. By taking courses during the second 7-week session, and by taking courses over the winter session, a student would be caught up to proceed with the spring session.

Will I be able to take a class via Zoom one day, then go in-person the next time it meets?

Possibly, with some courses. The faculty or instructor will communicate flexibility for courses.

The Spring 2021 semester will begin on Feb. 1. Why the long break?

Starting the Spring 2021 semester on Feb. 1 will allow for the Winter session as well as allow appropriate social distancing and quarantine time during and after the holiday season.

Nursing Majors: How will my classes/clinicals work?

You should anticipate a similar schedule like before COVID-19, with appropriate safety protocols in place.

Education Majors: Will students be able to do their ten observations that are required before taking our higher-level courses?

This is to be determined based on what the schools are planning to allow. This communication is forthcoming as they determine their plans for the fall.

Education Majors: If Columbia County moves to YELLOW or RED again, will I still be able to student teach if the school district where I am placed is still GREEN?

Yes, and if a district moves to remote learning, you would engage in your experience remotely.

Will the pass/fail option be available this semester?

No. We are building in flexibility that was not available due to the rapid shift to online this last spring.

When will the fall commencement be held, and when will that be announced?

The announcement about the day/date for the Fall 2020 commencement will be made at a later date. This will allow us to make a determination as the semester progresses, given health and safety protocols that must be considered.

I am a new BU student, how do I change my application to a different semester?



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You can email the [Office of Undergraduate Admissions](#) at to request a semester change. Please include your full name and which semester you prefer (i.e. Fall 2021).

Will I be able to stay admitted in the same major if I change semesters?

In most cases, it is not a problem for you to remain in the same major. However, some majors, like Nursing, American Sign Language or Medical Imaging may not be able to be moved to a spring semester but the following fall. If you attend another college/university before attending BU, we may not be able to keep you admitted in Nursing or American Sign Language. Medical Imaging is only open to external transfers who have earned a rad-tech associate degree and are certified technologists.

What if I take college credits at another college then attend BU?

If you enroll in college courses elsewhere after graduating from high school, the Office of Undergraduate Admissions will need to know where you will be attending and change your application status to a new transfer student. They will then need your official college transcript to review your college grades to ensure good academic standing and review for possible transfer credits. You must earn at least a "C" to earn credit from an accredited college/university.

You can use our [online course search tool](#) to look for course equivalencies we have transferred to BU from numerous colleges/universities. Before you register for classes at another college, it is a good idea to consult with a BU faculty member in the major you are considering to ask for course recommendations to help you transfer seamlessly to BU.

What happens to my student loans if I take a gap semester/year?

If you have received Federal Direct Loans or private loans in the past, you may be required to begin repayment. Typically, repayment begins six months after the last date of at least half-time enrollment. We encourage you to log into [NSLDS.ed.gov](#) to determine your federal loan servicer and then contact them for specific repayment information. For private loans, please contact your lender.

What are other considerations for a gap semester/year?

If you decide to step away from Bloomsburg University, we encourage you to take a class or two at a community college if possible, to stay on track towards your degree completion. Please complete a "Prior Approval of Transfer Credit" form in MyHusky to make sure whatever credits you take will transfer back to BU. It's also important to complete the next year's FAFSA at [www.studentaid.gov](#), which becomes available in October.

Will office hours still be held online?

Office hours should continue to be held online. Faculty should set up an open Zoom space to allow for drop-in attendance similar to face-to-face office hours.

How will the performance aspect of Music, Theatre and Dance be conducted?

We have been relying on the recommendations from the national organizations of these disciplines for guidance as to safely implement the curriculum. No face-to-face private lessons will occur. Detailed guidance is being developed and will be communicated directly to students in the courses and ensembles as it becomes available.

2. Student Account Billing (Tuition Fees) and Financial Aid

For answers to Frequently Asked Questions, please visit the [Student Billing and Financial Aid FAQs](#) to learn more about Fall 2020-Spring 2021 student account billing, including drop/add and course withdrawal dates, and financial aid.

If a student takes the first 7-week session and then says it's not for them, what happens to their financial aid?

The same process as typical drops would occur with refunds based on percent of courses completed.

3. Student Life

At what point would students be sent home? In the "YELLOW" phase? In the "RED" phase?



Should positive Covid-19 cases increase on the campus, consultation with state health guidelines, Pennsylvania Department of Education (PDE), and professionals will continue, and we will determine any adjustments that may need to be made, including moving more courses to an online delivery. In the event students are asked to return to their home residence, students returning home may vary based on several factors including major. For example, according to PDE some students may continue to receive face-to-face instruction even under “RED” due to the nature of their training and the need for hands-on curriculum.

What will be done to ensure as much of a traditional campus experience as possible, while staying COVID-19-compliant?

This fall, we will ask all Huskies to come together in support of our campus and community health initiatives. Our Pledge for the Pack that solidifies this commitment to each other.

College affords abundant opportunities for students to interact and become involved in areas through a common interest or simple exploration. Communicating opportunities will look different and will be more reliant on electronic notification means. Similarly, student groups and activity planners will become more creative in how they conduct student group interactions and experiences. A full array of student activities will be planned from clubs and organizations to general student activities. Stay aware of virtual or in-person organizational meeting invitations and “pop-ins” to learn more.

This aligns with what is done under more traditional circumstances and focuses on supporting and fostering connections via more virtual or socially distanced methods.

With many activities being done virtually – how will BU build community?

Community starts with engagement and finding those with common interests. It takes a willingness to join a meeting or say hello to someone from a distance. The seeds of a healthy community germinate with appreciation and respect for others around you and a willingness to listen and be heard. The University, through its housing, clubs, and organizations, activities, and services, is the catalyst to creating community. It is truly the people, the students, that foster its growth. Take a chance and get involved so that you take part in growing your Husky community.

How will public performances of events be coordinated?

Currently the numbers for any large gathering are determined by the Office of the Governor. These guidelines change often based on the rate of COVID-19 present in the state. It would be highly recommended to plan to live stream public performances.

4. Student Health and Wellness

Is the Student Health Center open?

The Student Health Center will be open Monday - Friday from 8 a.m. - 6 p.m. for scheduled appointments starting Aug. 10. You will be directed to call before coming to the Student Health Center and not walk in for appointments. The appointment phone number is 570-389-4451. When you call for an appointment, you will be asked brief screening questions that will help guide your care. This extra step is completed for your safety and the safety of others.

What should I do if I am feeling ill or think I may have COVID-19?

Do not attend classes, visit common areas, or attend social gatherings if you are feeling ill. We recommend that you self-isolate until you consult a medical professional. You are reminded to complete a daily self-screening assessment that will be available to you as a student, take your temperature and record it.

If you are feeling ill during the clinic hours, you are encouraged to call the Student Health Center at 570-389-4451 to talk with a nurse or schedule an appointment.

If feeling ill after clinic hours, complete one of the options below:

- Complete your [Husky Health Checker](#) and follow the recommendations
- Contact your family or your Primary Care provider from home



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- Call for an appointment at the local Urgent Care clinic in the nearby Geisinger Bloomsburg Hospital (5 min walk close to campus). Reminder if you attend this clinic, your insurance will be charged. The phone number is 570-416-1890. You can access information about the urgent care clinic at <https://www.clockwisemd.com/hospitals/971/appointments/new>
- Contact the PA Department of Health at 1-800-PA-Health (1-800-724-3258) for more information and direction if you are concerned about your symptoms and the possibility of COVID-19. This is a 24-hour service. There could be a wait.
- Contact 911 or go to your emergency room if it is an emergency. We do recommend you call the emergency room first if you are able. The Geisinger Bloomsburg Hospital is the nearest emergency room (next to campus). The number is 570-387-2200.

Reminder – you are required to self-isolate and use your phone to reach out for the next steps.

Will the Student Health Center provide COVID-19 testing?

In partnership with Geisinger Health, we are establishing a dedicated COVID-19 testing facility on campus for students who are exhibiting COVID-related symptoms. The testing center will be housed in the Fenstermaker Alumni House and will be fully operational by the opening of school.

What will happen if I go for a COVID-19 test or test positive for COVID-19?

We have set aside 72 rooms on our campus to allow for a safe quarantining of any students who are exhibiting COVID-related symptoms. The Student Health Center clinic team is available to guide your next steps of self-isolation, quarantine, and discuss with you when you should contact others about your symptoms or testing status. This action is taken in consultation with the Medical Director of the Student Health Center and the local county Department of Health. The Student Health Center clinical staff will help guide you on the next steps and resources.

What do I do if I cannot attend a class due to an illness?

It is important to follow the directions on the syllabi of your course.

What do I do if I am out of class for a time or need to go home/isolate because I am ill?

You should contact your instructors, and the Student Health Center and ask to speak to a nurse about an extended medical illness absence form.

What do I do if I have another medical concern?

If you have other symptoms of concern, as with all appointments, call the Student Health Center to talk with a provider and/or schedule an appointment.

Will I be seen face-to-face in the clinic or through telehealth services?

Both in-clinic and telehealth services will be offered this semester. After talking with the Student Health Center clinical team, they will work with you to define the best type of appointment for your needs.

Are there services for counseling or to talk with someone about my stress?

Counselors are available each day Monday - Friday for regular appointments and same-day brief consults. Please call 570-389-4255 to schedule a time. These services are offered both face-to-face and tele-counseling appointments. The counselor will talk with you first on the phone to discuss what is the safest option for your needs and the current conditions. There will be outreach workshops available where counselors will share coping strategies to help you with resources and support.

What if I have questions about how COVID-19 could impact my health or what strategies I can use to address my health concerns and strategies to prevent COVID-19 or other diseases? The BU Health Educator has 1:1 appointments to meet and discuss your concerns and strategies. She will refer you to the Student Health Center or the Counselors as appropriate. There will be regular opportunities available on campus for students to learn and engage with small in-person groups or Zoom sessions to provide information, education, and to help with coping strategies.



5. Student Recreation Center

Student Recreation Center Fall 2020 Operations Plan: The Student Recreation Center has announced a [phased re-opening approach](#) and will begin to open areas of the facility. Effective Monday, Aug. 17, the center will open with updated hours:

- Monday through Friday: 7 a.m. to 9 p.m.
- Saturday and Sunday: 10 a.m. to 7 p.m.

If the Rec Center is open, how will social distancing be maintained?

We will follow guidance and community area use protocols.

How often will the equipment in the Rec Center be cleaned?

Cleanliness will continue to be an area of pride for the Rec Center, and while we will continue to focus on this initiative, but we need everyone to contribute and clean each piece of equipment before and after each use. The facility is full of high touch areas, and we have increased the number of cleaning stations located throughout the facility.

A good rule moving forward is if you touch it, clean it. We ask that each member practice excellent personal hygiene and wipe down equipment before and after each use. Gym wipe stations and hand sanitizer stations are plentiful around the facility. Personal spray bottles for cleaning equipment will be given to patrons upon arrival and will be collected from each individual when leaving.

The Rec Center has reallocated staffing to this new heightened cleanliness initiative and will remain focused on cleaning throughout the building during operation and after business hours each day.

Will Club Sports still be allowed to compete?

In light of the recent announcement from the Pennsylvania State Athletic Conference cancelling fall intercollegiate competitions, we have also cancelled club sport competition for the fall semester.

6. Andruss Library

Operations Plan

For the remainder of the summer we are here for you virtually at library.bloomu.edu Monday-Friday, 8 a.m.- 4 p.m. Contact us at [Ask Us](#) if you need materials delivered or have questions. As part of a phased re-opening, the building will open for the semester on Monday, Aug. 17, with updated hours:

Monday – Thursday: 7:30 a.m.-10 p.m.

Friday: 7:30 a.m. - 4:30 p.m.

Saturday: 12 noon - 5 p.m.

Sunday: 2 p.m. - 10 p.m.

When you arrive

In accordance with governmental orders and guidelines, we are taking precautions to help our patrons and library employees stay healthy. This includes extensive cleaning protocols, enhanced procedures, and social distancing practices throughout the building.

Patrons will be asked to follow signs and floor decals located throughout the facility to ensure better safety for all. To allow for social distancing, there is increased spacing between computers and study spaces. Social distancing will be practiced during entry, exit, and in all staffing situations throughout the building. In addition we will be monitoring how many people enter the building to further provide for social distancing; this capacity could change without notice based on state guidelines. Priority will be for Bloomsburg University students, faculty, and staff. Staff members will welcome patrons and answer questions.



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As part of our Fall plan, we have several safety measure in place for patrons and employees: Patrons will be required to wear a face mask and follow the safety guidelines posted by the entrance. Patrons must:

- Wear a face covering over mouth and nose
- Practice social distancing of at least six feet
- Wash hands frequently
- Stay home if you are sick

Study rooms

Study Rooms are to be used by one person only. Face coverings are recommended but not required in the study rooms. The rooms may be reserved, see details at <https://guides.library.bloomu.edu/StudySpaces>

No meals are permitted inside the Library. Small snacks and drinks will be permitted.

Elevators are limited to one person. When using the stairwells, please stay to the right and refrain from conversations in the stairwells.

As we navigate this new environment, we appreciate your help and understanding as we work through this together. If you have a specific concern or need help locating cleaning supplies, please see any Library staff member.

Cleanliness

All University locations use cleaning products and protocols which meet EPA guidelines and are approved for use and effective against viruses, bacteria and other airborne and blood-borne pathogens. We are working with our vendors, distribution partners and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE.

Please wash your hands and wipe down the computers, tables, and chairs before and after each use. Hand sanitizer, cleaning supplies, and plastic covers for computer keyboards and mice are plentiful throughout the building and located in elevator lobbies of each floor.

The building has many high touch areas, so we have increased the number of cleaning stations located throughout the facility. We will need everyone to pitch in and clean the area before and after use.

A good rule moving forward - if you touch it, clean it.

Books

Materials returned to the Library will be quarantined for three days. Express pick up will be available; masked library staff will retrieve, and bag requested items for express pickup at the Circulation Desk. Materials requested by 8 a.m. will be available by noon, and materials requested by noon will be available by 4 p.m.

Research Assistance and Research Instruction for Courses

Library faculty can provide research assistance by chat, phone, email, and zoom through the Ask Us link on the Library's front page, and patrons are encouraged to come to the website for a prompt response at a safe distance. Face to face assistance is available to those who request it and will be conducted with PPE and social distancing observed. Library faculty are ready to work with course faculty to develop research instruction suited to the learning outcomes and the learning environment.

Document Delivery and Interlibrary Loan

We want to get you the items you need. For items held here at the Andruss Library, we'll scan chapters, articles, and microfilm for you. Request those items at <https://illiad.bloomu.edu>. Turnaround time on Interlibrary Loan is longer due to quarantining materials and limited libraries open so please plan ahead. E-Z Borrow will not be available for several weeks; use ILLiad to request materials: <https://illiad.bloomu.edu>.

When your requested items arrive, they will be checked out to you, bagged, and held behind the Circulation Desk.

Employee Expectations



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Before coming to work each day, Library employees are expected to monitor their health daily and to confirm that they do not have symptoms or have not had close contact with anyone diagnosed with COVID-19. Any staff member displaying symptoms of illness are to stay at home and required to seek medical consultation prior to returning to work.

While we understand not all symptoms of sickness are an indication of COVID-19, we will be diligent in ensuring the safety and health of all employees.

Library employees are required to wear face coverings unless working alone in an office. All interactions with patrons will be conducted through a plexiglass partition and/or PPE to protect both patron and employee.