



# Returning to Campus

## Executive Summary

The University of Arkansas System Board of Trustees, the University System Office, and the University of Arkansas at Pine Bluff administration continue to prioritize the health and well-being of our students, faculty, and staff. Thanks to the effectiveness of the vaccine, we are returning to “normal”.

The university will increasingly normalize its operations as the number of citizens who are vaccinated increases. The administration hopes that everyone will get vaccinated before the start of the school year. This will provide the greatest safety for the campus and the community at large.

The intent of this guide is to outline the mitigation protocols being implemented by the university to keep everyone as safe as possible. We expect that routine mitigation testing and other public health policies will continue at some level in the fall, and all of us will need to adhere to these policies and continue to engage in the actions and behaviors that will keep us all safe and healthy.

Getting vaccinated is one of the best things anyone can do to prevent getting or spreading SARS-COV2, the virus that causes COVID-19. Additionally, all students and employees are required to complete daily health screenings, stay home if they have been diagnosed with COVID-19, and comply with the Arkansas Department of Health policies as they relate to testing, quarantining, and isolating.

## Social Compact

To reinforce the fact that all members of the Golden Lion Nation are asked to keep our community safe and well, the university has incorporated a social compact into our mitigation plan. Students, faculty, and staff will be asked to acknowledge receipt of the following compact, but they are not required to sign it.

**The compact states:** *The ongoing COVID-19 pandemic has taken and continues to take a toll on millions of lives and livelihoods nationally and internationally. In this difficult time, each of us shares a responsibility to keep ourselves and our community safe. As a member of the University of Arkansas at Pine Bluff community, I commit to doing my part to protect my mental and physical well-being and that of my fellow students, faculty, and staff.*

*I acknowledge the need to follow the best practices identified by the Centers for Disease Control and the Arkansas Department of Health to stem the spread of this pandemic. Now more than ever there is an urgent need to honor the pride we all have in the University of Arkansas at Pine Bluff and the impact we can make together. The we take will determine our collective ability to come together. I commit to taking all appropriate precautions to keep myself and my friends, colleagues, and neighbors safe and well.*

*I will: Monitor my health and report any symptoms to a healthcare professional and encourage my colleagues and peers to do the same.*

*Wear a facial covering in public spaces indoors and outdoors when I cannot practice social distancing.  
Maintain appropriate physical distance.  
Wash and sanitize my hands frequently.*



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*Participate in required COVID-19 testing, contact tracing/ investigation, self-isolation, and self-quarantine measures indicated by local health authorities.*

*Follow university and local health guidance on the limitations of social gatherings.*

*Adhere to all travel conditions and restrictions introduced by state and local authorities.*

*Use the resources available to me to protect my own mental and physical health and support my colleagues and peers.*

*As a valued member of our university community, I will follow the guidelines presented in this compact not only to protect my health but so that my community at large can be well and thrive. By adhering to this Compact, I affirm the trust that others are placing in me to keep the UAPB community healthy, safe, and proud so that we may live, learn, and work together safely to bring the benefits of learning and discovery to the world.*

### **Who Should NOT come to Campus:**

Anyone exhibiting symptoms of illness including COVID-19 — if you are not feeling well, stay home and call your medical provider or the UAPB Student Health Center.

Anyone diagnosed with COVID-19 in the previous 14 days.

Anyone who is not fully vaccinated and has had “close contact” with a person with a confirmed case of COVID-19, defined as spending 15 minutes within 6 feet over a 24-hour period.

**Non-essential visitors and guests — only essential, official visitors and guests here for academic or business purposes should be invited on campus.**

Anyone with a documented condition or accommodation preventing them from coming to campus.

### **Vulnerable Populations**

It is important for the campus community to understand that some people are at a higher risk for severe illness from COVID-19 complications. Based on the current data and CDC definitions, vulnerable populations may include:

Older adults. People 65 years of age or older.

People with medical conditions.

Pregnant and recently pregnant people.

Unvaccinated individuals.

Additional Information:

[CDC People with Medical Conditions](#)

ADH COVID-19 [Guidance for High Risk Individuals](#)

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### Fully Vaccinated Individuals

According to the Centers for Disease Control (CDC), “fully vaccinated people can resume activities without wearing a mask or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.”

In general, people are considered fully vaccinated:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or,
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine.

If you don’t meet these requirements, **regardless of your age, you are NOT fully vaccinated**. In addition, if you have a condition or are taking medications that weaken your immune system, **you may NOT be fully protected** even if you are fully vaccinated. Talk to your healthcare provider. If your medical condition weakens your immune system, you should continue taking all COVID-19 mitigation prevention precautions.

### Health and Safety Guidelines

All members of the UAPB community should consider the health and safety of each other and themselves. The SARS Cov-2 is mainly transmitted from person to person, primarily via droplets expelled by a cough or sneeze, then inhaled into the lungs by someone in close proximity.

To limit the possibility of transmission, of COVID-19 at UAPB, there are a few basic principles of self-monitoring that are expected for those individuals coming to campus, whether they are faculty, staff, visitors, or contractors. You must self-monitor and acknowledge that you are not aware that you have signs and/or symptoms of COVID-19 before coming to campus each day. According to the CDC, people with COVID-19 have reported a wide range of symptoms, ranging from mild to severe. Symptoms may appear 2-14 days after exposure to the virus and include:

- Fever (>100.4 degrees)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell (without a stuffy nose)
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

\*Please Note: These symptoms do not mean someone has COVID-19, but do warrant contacting your health provider and Student Health Services at 870-575-7105 AND staying home.

Employees with Questions or Concerns should contact Human Resources at 870-575-8400. For the most up-to-date information on COVID-19 symptoms, check the CDC’s website: <https://www.cdc.gov>. By coming

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to campus, employees, students and visitors are acknowledging that they have completed the self-monitoring requirements earlier that day and confirmed that they do not have signs/symptoms of COVID-19.

Failure to comply with the health and safety guidelines places our community at risk for spreading the virus, which endangers our health and may result in further disruption of research and educational activities. Non-Compliance can result in disciplinary actions.

### **What should I do if symptoms develop?**

If any symptoms develop, you must (regardless of vaccination status) employees should not come to campus and should follow these steps:

- Immediately contact your supervisor to notify them that you will not be at work. Contact your primary care provider for further assessment. If you do not have a primary care provider, you can contact the UAPB Student Health Center on campus at 870-575-7105 to determine if you need to be tested for COVID-19.
- Self-quarantine until further medical evaluation and directions are given by your medical provider. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.
- If an employee experiences symptoms while at work, they should report to their supervisor that they are ill and should leave work immediately.

### **What should I do if I test positive for COVID-19?**

- If an employee receives a notification of a positive test, they should immediately notify Human Resources
- If a student receives a notification of a positive test, they should immediately notify Student Health Services
- **Employees who test positive or receive a clinical diagnosis for COVID-19 while on campus, should leave campus immediately and follow the Arkansas Department of Health's isolation protocol.**

### **Contact Tracing:**

Contact tracing is a strategy in which public health officials work with a patient to help them recall everyone with whom they have had close contact during the timeframe while they may have been infectious. The Arkansas Department of Health will be responsible for all campus contact tracing.

### **Face Coverings**

UAPB will have wellness kits available for all undergraduate students, which include a face mask, hand sanitizer, a digital thermometer, and cleansing wipes. Residential undergraduate students will receive their wellness kits at move-in and off-campus undergrads can pick up a kit prior from the Dean Students or Residential Hall Coordinator.

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Faculty, staff, and graduate students who are on-campus will be provided cloth and disposable face masks through their unit. Face masks or face coverings should be worn indoors and outdoors when social distancing is not possible. This includes faculty, staff, students, postdoctoral fellows, guests, vendors, contractors, and visitors.

Face coverings have been shown to reduce coronavirus transmission, both for the wearer and for others. However, by themselves face coverings are not 100% effective. Thus, physical distancing must also be maintained even while using face coverings to minimize the chance of COVID-19 acquisition.

**Masks are required indoors on campus and outside when maintaining social distancing is not possible.**

Exceptions to the requirement for universal face coverings inside university facilities are:

- Single-occupancy office;
- In residence halls, masks may be removed in private rooms as well as in community bathrooms for accomplishing tasks such as brushing teeth or showering.
- While eating or drinking (replace mask as soon as possible); and,
- While exercising in university-sponsored fitness facilities or engaging in sanctioned Golden Lion athletic events unless otherwise required by the University's athletic conference or governing body.

**Regardless of vaccination status, masks are required at the following:**

**Wearing masks is required in all classroom settings** regardless of social distancing due to the fact that very few classroom spaces allow adequate distancing where masks are not be necessary for protective purposes.

- Golden Lion Transit
  - All those on Golden Lion Transit buses or shuttles are still required to wear masks per current Federal Transit Administration regulations.
- Student Services Health Center
  - All staff, students, and other visitors are still required to wear masks and maintain social distancing at this time.
- UAPB Child Development Center
  - All staff, parents, and other visitors are still required to wear masks and maintain social distancing at this time.

Visit the [CDC's online resource for additional guidance regarding masks](#).

## **Testing**

The university has developed a testing program to monitor and control the spread of the virus on campus. All returning students should have a negative COVID-19 test prior to their arrival on campus.

UAPB stakeholders who test positive through the UAPB testing program will be promptly alerted. If a student tests positive, Student Health Services (SHS) and the Arkansas Department of Health case management, UAPB residential life, and the athletics department (if appropriate) will also be alerted.

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Residential students who test positive will be required to move to isolation housing until they are cleared to resume on-campus activities. Off-campus undergraduates and graduate students who have tested positive will be offered isolation housing based on need and availability, as recommended by the SHS.

If an employee tests positive, the unit will be notified that someone has tested positive without disclosing the identity of the positive employee.

UAPB will utilize two types of tests to identify cases of COVID-19 on campus. Specifically, real-time reverse transcription-polymerase chain reaction (PCR) test and Antigen tests.

Students, faculty, staff, visitors, vendors, and other stakeholders who receive notice of a positive result from off-campus testing should complete the [Self-Reporting COVID-19 form](#) to report their diagnosis to the university.

### **Physical Distancing**

Keeping space between yourself and others is one of the best tools we have to avoid being exposed to the COVID-19 virus and to slow its spread. Since people can spread the virus before they know they are sick, it is important that they stay away from others when possible, even if they have no symptoms. Physical distancing is important for everyone—and required by the university—but particularly important to help protect people who are at higher risk of getting very sick.

Everyone on campus is expected to follow these physical distancing practices: stay at least 6 feet (about two arms' length) from other people whenever possible (acknowledging that this is not always possible while doing laboratory work); not gather in groups; stay out of crowded places and avoid large gatherings; engage in noncontact methods of greetings that avoid handshakes; and, stagger breaks and mealtimes during the day to minimize contact with others.

Students and employees are encouraged to use remote tools for meetings as much as possible to assist in physical distancing, even when all involved participants are on campus. When in-person meetings are necessary, students and employees should adhere to the minimum distancing recommendation and follow any additional directions posted in an office space to maintain physical distancing including mask usage. Students and employees should schedule appointments to visit offices for services or collaboration.

### **Hand Hygiene**

All employees and students should wash their hands often with soap and warm water for at least 20 seconds, especially after they have been in a public place or after blowing their nose, coughing, sneezing, or touching their face. It is also suggested that everyone wash their hands as they enter and leave various on-campus spaces and before eating. You should also avoid touching your eyes, nose, and mouth. If soap and water are not readily available, you can use a hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Healthcare workers and others in high-risk areas

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should use gloves as part of PPE, but according to the CDC, gloves are not necessary for general use and do not replace good hand hygiene.

### **Lab Use of Personal Protective Equipment**

Other Personal Protective Equipment (PPE) All types of personal protective equipment (PPE) required for a specific task or specific on-campus area (e.g., laboratory) should not be altered or substituted due to the pandemic without consultation with the Department of Health, Safety, and Environment (HSE). For labs, rules remain in effect to remove all PPE that is not related to COVID-19 before leaving the lab

### **Cleaning and Disinfecting**

Facilities Management staff will clean common areas, lobbies, restrooms, classrooms, and conference rooms daily based on CDC guidance. Several times daily, custodians will provide additional cleaning of high-touch points (stairwell and room door handles, elevator buttons, etc.). Individual affiliates will be expected to clean areas of tables, surfaces, or labs with which they made contact and wipe down personal workspaces. Before starting an activity in a space, and before leaving a room in which they have been working, individuals must wipe down all areas with a cleaning agent. This includes any shared-space location or equipment (e.g. copiers, printers, computers, A/V and other electrical equipment, coffee makers, desks and tables, conference tables, light switches, doorknobs, etc.). People should avoid using other affiliates' phones, desks, offices, or other tools and equipment and should clean and disinfect them before and after use.

Options include but are not limited to:

- Bleach solution containing at least 1,000 ppm sodium hypochlorite
- 70% ethanol or isopropyl alcohol
- Quaternary ammonium disinfectant provided by Environmental/Custodial Services
- Follow label directions for safe and effective use. Also, follow directions for contact time (surface visually wet).

Note: The additional needs for cleaning and disinfecting during the pandemic is putting extraordinary demands on the UAPB Facilities Maintenance staff. When you are on campus, please take a moment to thank them for their efforts.

### **Elevators**

UAPB faculty, staff, students, vendors, and guests should limit density to a maximum of four per elevator, with each person occupying a corner. While using the elevator, face coverings must be worn, and individuals should press elevator buttons with another object, their knuckle, their elbow, etc., if possible.

After the elevator ride, everyone should wash hands or use hand sanitizer with at least 60% alcohol.

Elevators are included in areas designated for more frequent cleaning.

## **Public Restrooms**

Following CDC guidance to reduce germ touchpoints, the university is beginning the lengthy process of retrofitting communal restrooms with touchless fixtures. The conversion will include automated flush valves, touchless faucets, soap dispensers, and paper towel dispensers

## **Water Fountains**

Lastly, we are converting water fountains to enable them to be used as automated water bottle dispensers.

## **Workplace Accommodations**

The university is aware that some members of our community face a greater risk from COVID-19 than others. We encourage students, employees, faculty, postdoctoral fellows, and staff members who have concerns about their circumstances to engage with the Office of Human Resources (HR) about the process for seeking a reasonable accommodation or work adjustments, which are two distinct processes. If you fall within the CDC's definition of a "vulnerable person" or if you have a documented disability, you may request a workplace accommodation that will allow you to return safely to your work environment or make other appropriate arrangements.

The CDC's definition of a "vulnerable person" for COVID-19 has changed over time based on evolving public health and regulatory guidance. Individuals who are at increased risk for severe illness due to COVID-19 include the following:

- Older adults, particularly those ages 65 and older;
- People of all ages with underlying medical conditions, particularly if not well controlled, including those:
  - with chronic lung disease or moderate to severe asthma;
  - who have heart conditions;
  - who have cancer;
  - who are immunocompromised (including blood, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications);
  - with obesity (body mass index between 30 and 39) or severe obesity (body mass index of 40 or higher);
  - with Type 2 diabetes;
  - with COPD (chronic obstructive pulmonary disease);
  - who are pregnant;
  - who smoke;
  - who have sickle cell disease;
  - with chronic kidney disease; and
  - with liver disease.

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### **Events**

UAPB has developed a policy for campus events that requires a review and approval process based on public health considerations at this time. This policy, which supplements the university's existing policy on facilities use, is intended to align with guidance issued by the state of Arkansas and the Arkansas Department of Health and Centers for Disease Control. This policy will remain in effect until further notice.

Event coordinators will be asked to complete paperwork that details how they will keep the campus community safe and abide by university protocols.

- Each event will be approved on a case-by-case basis, based on considerations of public health and safety.
- Online and virtual events are encouraged.
- Large indoor gatherings continue to be discouraged (and may not be allowed) at this time.
- Approved events may be cancelled or altered if public health concerns warrant.
- Non-university event sponsors must agree to hold the University harmless for any risk of harm or illness to participants that may result from the event.
- Food service (if offered) will be limited to individual portions. Self-service buffets will not be offered.
- Event organizers should keep a record of their event participants. Organizers are asked to create a list of event attendees in the event of a need for contact tracing.
- The requirements for approving events differ depending on the size of the event and whether or not members of the public are invited to attend.

### **On-Campus Events for 100 or less (no members of the public)**

- Events shall require social distancing and face coverings. Requires approval of unit director or department head/chair.

### **On-Campus Events for 100 or more (no members of the public)**

- Events shall require social distancing and face coverings. Requires approval of unit director/department head/chair, Dean (or designee), and Division Vice-Chancellor and Vice-Chancellor for Finance and Administration.
- Event organizers should refer to the [CDC's Guidance for Organizing Large Events and Gatherings](#) as a resource.

NOTE: Spontaneous gatherings for members of the campus community in generally accessible outdoor areas of campus covered under this policy are permitted without prior approval but shall require social distancing and face coverings for unvaccinated individuals at this time.

### **Off-Campus Events**

Off-campus events for university units and registered student organizations with students in attendance shall require social distancing and face coverings at this time, as well as review by unit director/department head/chair or dean and Vice-Chancellor.



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Proposed gatherings by religious organizations covered under Act 94 of 2021 shall be approved following a review of safety arrangements.

### **External Facilities Requests**

The university is not accepting requests from external groups (commercial, community, etc.) at this time.

## **Business Operations**

### **HR POLICIES**

#### **COVID-19 Related ADA Workplace Accommodation Requests**

The Centers for Disease Control and Prevention (CDC) has determined that older adults and people of any age who have serious underlying medical conditions might be at higher risk from COVID-19.

Requests from faculty and staff for an accommodation due to COVID-19 will be handled through the University's existing Americans with Disabilities Act (ADA) accommodations process.

Faculty and staff may submit an accommodation request at any time as the need arises or circumstances change.

### **Travel**

As UAPB employees start to travel more frequently for business reasons, coronavirus-related travel guidance from CDC must still be followed to reduce the spread of COVID-19 infections. UAPB expects all employees to adhere to this policy when traveling on company business and to stay aware of changes to this policy as CDC guidance evolves.

While UAPB is not mandating vaccination for our employees, individual vaccination status may require that pre-and post-travel precautions be considered before booking any travel. Failure to prepare for and take these precautions will be a violation of this policy.

University-sponsored domestic travel for faculty, staff, and graduate students is allowed while following all safety guidelines before, during, and after travel. University-sponsored travel includes all travel funded by the university or its sponsors, including discretionary funds, and all travel sponsored or organized by student organizations, regardless of the funding.

CDC prevention measures continue to apply to all travelers, including those who are fully vaccinated. All travelers are [required to wear a mask](#) on all planes, buses, trains, and other forms of public transportation, within, or out of the United States and in U.S. transportation hubs such as airports and stations.

### **Domestic Travel**

Domestic Travel will be allowed on a case-by-case basis.

University travel must be deemed essential business travel. Employees must complete the Travel Authorization Form (TA) to secure a pre-approval for all essential travel (in-state and out-of-state) regardless

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of cost, level of reimbursement, or funding source. These activities may include events that cannot be effectively conducted virtually and are directly related to research, education, and student activities.

The request to travel will be approved by the Office of the Chancellor, the Division of Finance and Administration, and the division Vice-Chancellor.

### **International Travel**

University-sponsored travel outside of the United States will be reviewed on a case-by-case basis. Travelers should review the [CDC travel recommendations by destination](#).

Faculty, staff, and students flying into the country should note the CDC guidance on international travel. On January 12, 2021, the CDC released an Order requiring all air passengers arriving in the US from a foreign country to get tested no more than 3 days before their flight departs and to present the negative result or documentation of having recovered from COVID-19 to the airline before boarding the flight. [Air passengers will also be required to confirm](#) that the information they present is true in the form of an attestation.

This Order applies to all air passengers, 2 years of age or older, traveling into the US, including US citizens and legal permanent residents. The order does not replace the [Presidential proclamation](#) limiting travel from certain countries.

With specific exceptions, several Presidential proclamations suspend and limit entry into the United States, as immigrants or nonimmigrants, all noncitizens who were physically present within specific countries during the 14 days preceding their entry or attempted entry into the United States.

### **Following International Travel**

In accordance with CDC and Homeland Security, fully vaccinated individuals with an FDA EUA vaccine should do the following:

- Get tested with a viral test 3-5 days after travel.
- If your test is positive, isolate yourself to protect others from getting infected.
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- Follow all state and local recommendations or requirements after travel.
- 

According to the CDC if you are **unvaccinated** you must do the following:

- Employees coming to the United States from abroad are required to have a negative COVID-19 test result or documentation of recovery from COVID-19 before boarding a flight to the United States. Make sure you will be able to get tested at your destination before your return to the United States. Keep a copy of your test result with you during travel in case you are asked for it. Check and follow destination testing requirements—specific types of tests may be required.
- Get tested with a viral test 3-5 days after travel AND stay home and self-quarantine for a full 7 days after travel.
- Even if you test negative, stay home and self-quarantine for the full 7 days.
- If your test is positive, isolate yourself to protect others from getting infected.
- If you don't get tested, stay home and self-quarantine for 10 days after travel.
- Avoid being around people who are at increased risk for severe illness for 14 days, whether you get tested or not.

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- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- Follow all state and local recommendations or requirements.
- Some destinations may require travelers to quarantine upon arrival, which would likely make short-term travel to that destination unnecessary. Employees must determine and evaluate such requirements before booking travel.

### **Non-University Travel**

Faculty, staff, and students traveling on non-University related travel are strongly encouraged to follow relevant CDC and ADH post-travel quarantine guidance and may be subject to quarantine requirements.

For more information, see the key guidelines from the CDC for [Travel During COVID-19](#)

### **Resources**

#### *International*

[CDC COVID-19 Travel Recommendations by Destination](#)

#### *Domestic*

[CDC Travel Planner](#)

### **Academic Affairs**

- Most classes previously taught in person will return to that modality.
- In-person courses will not be required to have online/remote options for those who cannot or choose not to return to campus.
- Grading policies will revert to pre-COVID policies.

### **Student Affairs**

- The density in residence halls will return to near-normal capacity—university housing will be restricted to double-occupancy; no triple suites will be used.
- In-person on-campus dining will resume in de-densified spaces; temporary structures will remain in place to add dining capacity.
- The capacity for a high-volume, asymptomatic COVID testing program for all students will remain in place.
- Students who live within 150 miles of the university are asked to go home to quarantine and isolate.
- The university will maintain a limited number of isolation and quarantine options for undergraduates.

### **Athletic Events**

Athletic events will adhere to all federal, state, university, NCAA, and SWAC guidelines to provide as safe a game-day environment as possible. Additional game day information and policies are available online.

[Resocialization of Collegiate Sport: 2021 Summer Activities](#)

## Mental Health

It's not just employees who are suffering from pandemic-related mental health issues. Their kids are, too. Months of distance learning, isolation, and worry have led children to experience increased rates of stress, anxiety, and depression. Alarmingly, the [CDC reported](#) that the proportion of mental health-related emergency department visits shot up by 24% for young children and by 31% for tweens and teens in 2020.

### Online Resources for Students, Faculty & Staff

What is a psychological crisis?

A crisis can come in many forms. Whatever the circumstances, they can feel inescapable and hopeless during a crisis.

#### WHAT A PSYCHOLOGICAL CRISIS FEELS LIKE:

- Can't stop the pain.
- Can't think clearly.
- Can't make decisions.
- Can't seem to function.
- Can't see any way out.
- Can't seem to get control.

#### SIGNS OF A PSYCHOLOGICAL CRISIS:

- Abrupt change in behavior and/or mood.
- Neglect of personal hygiene.
- Weight gain or loss.
- Decline in performance at work or school.
- Dramatic change in sleeping and eating patterns.
- Withdrawal from routine activities and relationships or isolation.
- Alcohol or substance abuse.
- Self-injury or suicidal thoughts.

## Frequently Asked Questions

### Facilities, Classrooms, and Workspaces

Q. What physical safety protocols has the university put in place?

- A.
1. The university has implemented several safety measures:
    - Plexiglas installation in designated locations
    - COVID-19 specific cleaning protocols
    - Sanitizing stations
  2. The university is working with vendors on the following safety measures:
    - Installation of touchless fixtures in communal restrooms
    - Installation of touchless water bottle refill stations
    - Installation of touchless door

Q. Will we maintain physical distancing?

A. As provided in guidance from the Centers for Disease Control and Prevention (CDC), UAPB will implement a **recommended** minimum 6 ft. physical distancing guideline for all person-to-person interaction on UAPB's campus. We strongly encourage greater distance between individuals when possible.

Q. Are we going to receive personal protective equipment (PPE) for all classes/students/employees from the Facilities Management Department or should each department order them?

- A. **Deans, Directors, and Department Chairs** can request PPE for their units by submitting a PPE request form. The form is on the Administrative Forms webpage. Forward completed forms to [COVID19@uapb.edu](mailto:COVID19@uapb.edu) for approval. Requests made by noon on Thursday will be delivered on Friday.

The form to request [PPE](#) is located on the Administrative Forms webpage.

Q. When will all university offices be open to serve students, parents, and other guests face-to-face?

A. The campus is fully open. Most offices can offer virtual services in combination with face-to-face services. However, **all offices should be open to the public.**

Q. Are contractors and delivery people required to follow the same protocols as employees?

A. Yes, contracts and campus visitors are required to follow the same safety protocols as UAPB employees.

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### **Health, safety, and compliance**

Q. Are masks required on campus?

A. In accordance with the new CDC guidelines masks are required indoors or outdoors where social distancing cannot be maintained with a few exceptions.

Q. Are vaccinations required?

A. No. Vaccinations are not required, but they are strongly encouraged. Our planning is predicated on everyone in the UAPB community being vaccinated if they are eligible. The university does not require COVID-19 vaccination to return to campus. However, we all share a responsibility to do everything we can to keep the members of our community safe. Taking personal responsibility to get vaccinated is one of the greatest steps we can take to keep ourselves and each other safe.

Q. Why are you asking for proof of vaccination, if vaccines are not required?

A. An important part of our efforts to keep the community safe involves tracking the number and percentage of employees and students who have received the COVID-19 vaccine.

Q. how do I submit proof of vaccination.

- A. Employees should email a copy of your completed vaccination card or other supporting documentation from your medical provider to [HRforms@uapb.edu](mailto:HRforms@uapb.edu).
- B. Students should email a copy of your completed vaccination card or other supporting documentation from your medical provider to [pridestrong@uapb.edu](mailto:pridestrong@uapb.edu)

Q. Where can I get vaccinated?

A. Everyone age 12 or older is now eligible to receive a COVID-19 vaccination. UAPB will work with our local and state partners to host vaccination clinics on campus. In addition, vaccination appointments are available at multiple participating pharmacies and providers across the state. Please visit the [ADH website](#) for additional information.

Q. Will I be required to be tested?

- A. Students attending UAPB may be required to participate in testing groups to mitigate the spread of COVID-19.
- B. Unvaccinated individuals who come into contact with a positive case may be called in for testing.

Q. What happens if there is another wave of COVID-19 infections?

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A. As we resume pre-pandemic activities, the situation in other countries reminds us that COVID-19 is not gone “anywhere” until it is gone “everywhere.” Our priority is to keep our community safe. Our strategy is to follow the CDC and state guidelines. If we need to adjust, we will.

Q. Even though I am fully vaccinated, I could still get COVID from a co-worker who has not been vaccinated. I could then transmit it to my children who are too young to get the vaccine. What can you do to address my concerns?

A. To address this concern the university has put in place several safety protocols to include daily health checks, sanitizing stations, and Plexiglas installation in designated locations, and maintaining CDC guidance on masks and social distancing.

Even if you have been fully vaccinated, it is important that you follow these protocols and adhere to the CDC mitigation protocols (wearing a mask, hand hygiene, and social distancing) to prevent the spread of the virus.

Q. I would feel safer if I knew that the people I work closely with are vaccinated. For scheduling purposes (or any reason) can I ask my team to create a list of people who are vaccinated?

A. The vaccination choice of an employee should not be a topic of discussion in the workplace. Furthermore, scheduling around an unvaccinated teammate is not appropriate. Scheduling decisions should be made based on the protocols in place at the university for all employees and the operational needs of the unit, not vaccination status.

Q. Will all meetings be face-to-face?

A. This is a decision for supervisors and managers to make considering the criteria necessary to maintain a safe and effective meeting

Q. Will there be any fully online course options?

A. The fall semester schedule includes courses that are taught fully online. However, the great majority of undergraduate courses will require at least some on-campus participation, and even a student who takes one or more online courses will generally have to come to campus for a wide range of services and activities.

Q. Will campus facilities like dining halls, library, and parking be open?

A. All campus facilities will be open. Check with those units for hours of operations and any protocols in place.

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Q. What information can supervisors ask a direct report who calls in sick?

A. During a pandemic, ADA-covered employers may ask such employees if they are experiencing symptoms of the coronavirus. For COVID-19, these include symptoms such as fever, chills, cough, shortness of breath, or sore throat.

Q. Does the ADA allow employers to require employees to stay home if they have symptoms of the COVID-19?

A. Yes. The ADA does not interfere with employers following the CDC recommendations that employees who become ill with symptoms of COVID-19 should leave the workplace.

Q. When employees return to work, does the ADA allow employers to require a doctor's note certifying fitness for duty?

A. Yes. Such inquiries are permitted under the ADA either because they would not be disability-related or, if the pandemic were truly severe, they would be justified under the ADA standards for disability-related inquiries of employees. Please contact Human Resources for additional assistance.

Q. May employers ask all employees physically entering the workplace if they have been diagnosed with or tested positive for COVID-19?

A. Yes. Employers may ask all employees who will be physically entering the workplace if they have COVID-19 or symptoms associated with COVID-19, and ask if they have tested positive for COVID-19.

Q. May an employer ask an employee who is physically coming into the workplace whether they have family members who have COVID-19 or symptoms associated with COVID-19?

A. No. The Genetic Information Nondiscrimination Act (GINA) prohibits employers from asking employees medical questions about family members. GINA, however, does not prohibit an employer from asking employees whether they have had contact with ANYONE diagnosed with COVID-19 or who may have symptoms associated with the disease.

Q. May an employer ask an employee why he or she has been absent from work?

A. Yes. Asking why an individual did not report to work is not a disability-related inquiry. An employer is always entitled to know why an employee has not reported for work.

## **Remote Work and Telecommute/Telework**

Q. Why must I return to on-site work if I am able to perform the duties of my position remotely? What is the rationale for that decision?

A. The university has an obligation to our students and community to provide onsite, and in-person services to our students.

Q. I have a lot of accumulated leave. If I do not want to return to work on campus, can I use my leave to stay home for the summer?

A. Leave requests should be submitted to supervisors for approval. Leave requests are not automatically granted. Approval is based on the needs of the unit. There may be some circumstances where leave will not be approved to ensure that university operations run effectively and to allow other employees the opportunity to take leave.

Q. What if I have a condition identified by the CDC that may put me at higher risk for severe illness from COVID-19?

A. An employee who has a condition that puts them at higher risk for severe illness should contact the Office of Human Resources to request an ADA accommodation.

Q. What happens after I submit my request.

A. The Office of Human Resources, your supervisors, and the Office of General Counsel will determine if your request for a remote work assignment is reasonable. Please note that reasonable accommodation may include enhanced protective equipment or modification of your workspace. Conversion of your position to a remote work assignment is not guaranteed.

Q. Can I request paid sick leave and expanded family and medical leave under the Families First Coronavirus Response Act (FFCRA)?

A. No, the requirement that employees provide paid leave under FFCRA expired on December 31, 2020.

## Resources

### Helpful Websites

**The National Suicide Prevention Lifeline** (<https://suicidepreventionlifeline.org/>) is a 24-hour, toll-free, confidential suicide prevention hotline available to anyone in suicidal crisis or emotional distress. By dialing **1-800-273-TALK** (8255), the call is routed to the nearest crisis center in our national network of more than 150 crisis centers. The Lifeline's national network of local crisis centers provides crisis counseling and mental health referrals day and night.

**Crisis Text Line**: Text HOME to 741741 from anywhere **in the United States**, anytime, about any type of crisis. A live, trained Crisis Counselor receives the text and responds, all from a secure online platform. Find out more about how it works at [crisistextline.org](http://crisistextline.org).

**Help Guide** Guides to improve your mental health and wellness.

**Very Well Mind** Online library created and refined over the past 20+ years, has been written by more than 100 healthcare professionals and industry experts including experienced doctors, therapists, and social workers, and then vetted by board-certified physicians

**Positive Psychology: A Topical Collection of 45 TED Talks** on Mappalicious

**Success, Failure, and the Drive to Keep Creating** TED Talk by Elizabeth Gilbert

**The Power of Believing That You Can Improve** TED Talk by Carol Dweck

**Why We All Need to Practice Emotional First Aid** TED Talk by Guy Winch

**Suicide Prevention for LGBTQ Youth through the Trevor Project**:

- **The Trevor Lifeline** is a 24/7 suicide hotline: 866-4-U-TREVOR (1-866-488-7386)
- **TrevorChat**: Online instant messaging available 7 days a week, 3 pm - 10 pm ET (12 pm -- 7 pm PT)
- **TrevorText**: Confidential and secure resource that provides live help for LGBTQ youth with a trained specialist, over text messages. Text TREVOR to 1-202-304-1200 (available 7 days a week, 3 pm - 10 pm ET, 12 pm -- 7 pm PT)

**Veterans' Suicide Prevention Lifeline**: 1-800-273-TALK (1-800-273-8255)  
<https://suicidepreventionlifeline.org/help-yourself/veterans/>

**SAMHSA** (Substance Abuse and Mental Health Hotline): 1-800-662-HELP (1-800-662-4357) <https://www.samhsa.gov/>

**National Sexual Assault Hotline**: 1-800-656-HOPE (1-800-656-4673)



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**Loveisrespect (National Dating Abuse Helpline)** Chat at [www.loveisrespect.org](http://www.loveisrespect.org), text LOVEIS to 1-866-331-9474, call 1-866-331-9474.

Sexual Assault Crisis Line (24/7): 800-656-4673 <https://www.arkcasa.org/>

National Domestic Violence Hotline (24/7): 800-799-7233 <http://www.thehotline.org>

### **Free Apps:**

**Circle of 6:** Prevent violence before it happens, stay safe, and stay close to your inner circle with the Circle of 6 safety app.

**Headspace:** Meditation and Mindfulness Made Simple

**Stop, Breath & Think:** 5 minutes to peace

**Calm Harm:** manage the urge to self harm

**Mood Tools:** Quick depression test, mood diary, and suicide safety planning.

**Ipnos relaxation and sleep tools:** relaxation melodies, relaxation meditation, relaxing yoga music, wake-up and sleep-aid clock app

**Omvana by Mindvalley:** 500+ transformational audios for body, mind, lifestyle, productivity, relationships, hypnosis