

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” a request we heard from students, faculty, and staff.

The university will increasingly normalize its operations as the number of citizens who are vaccinated increases. The administration hope 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 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, comply with the Arkansas Department of Health policies as they related 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 social 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 actions each of us take to 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 especially if I am not vaccinated.

Maintain appropriate physical distance.

Wash and sanitize my hands frequently.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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.

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**. Individuals who are not fully vaccinated should continue wearing a mask, social distancing, and maintain good hand hygiene. In addition, to those who are not fully vaccinated, 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. Therefore, 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:

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.

PREVENTION & SAFETY

Symptoms*

- Fever (>100.4 degrees)
- Chills

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

- 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 to campus, an employee is 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:

- Stay home. (Do not report to work if you are sick; if you become ill while at work, go home immediately.) Faculty and staff can use accrued leave for this purpose.
- Immediately inform your supervisor, dean, program head, or department chair.

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 their supervisor.
- 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 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 and the University of Arkansas Medical Sciences will be responsible for all campus contact tracing.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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 to the start of the semester.

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 by unvaccinated individuals. This includes faculty, staff, students, postdoctoral fellows, guests, vendors, 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, and so 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 for unvaccinated individuals with the following limited exceptions:

Exceptions to the requirement for universal face coverings for non-vaccinated individuals inside university facilities are:

- Single-occupancy office or dorm rooms;
- While eating or drinking (replace mask as soon as possible); and,
- While exercising in university-sponsored fitness facilities.

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

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

Testing

The university has developed a robust 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. The first approach requires all students to receive a COVID-19 test upon arrival. They will then quarantine until the test results are received. During this approximately 24-hour quarantine, residential students may leave their room to pick up food but should not walk around campus or gather with other students.

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

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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.

The second approach is screening the general population to identify asymptomatic and pre-symptomatic cases.

UAPB will utilize two types of tests to identify cases of COVID-19 on campus. Specifically, real-time reverse transcription-polymerase chain reaction which is commonly referred to as the PCR test and Antigen tests. There are also two primary scenarios for testing. The first is diagnostic testing which identifies current infections individuals who have symptoms that are consistent with COVID-19.

Physical Distancing

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.

Hand Hygiene

Everyone 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 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.

Personal Protective Equipment

Other Personal Protective Equipment (PPE) All other 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

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

Physical distancing

As provided in guidance from the Centers for Disease Control and Prevention (CDC), UPAB will implement a recommended minimum 6 ft physical distancing guideline for all person-to-person interactions on UAPB's campus.

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.

Cleaning and Disinfecting

Facilities Management 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).
- We are putting extraordinary demands on the UAPB Facilities Maintenance staff. If 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 an area designated for more frequent cleaning.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

Public Restrooms

Following CDC guidance to reduce germ touchpoints, the university is retrofitting all 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 with 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 faculty, postdoctoral fellows, and staff members who are asked to return to on-site work at this time and 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 includes 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.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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. A maintained list of event attendees is helpful 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 for unvaccinated individuals. Wearing face coverings and social distancing are optional for vaccinated individuals. 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 for unvaccinated individuals at this time. Wearing face coverings and social distancing are optional for vaccinated individuals. Requires approval of unit director/ department head/chair, Dean (or designee), and Division Vice-Chancellor and Vice-Chancellor for Finance and Administration

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.

On-Campus Events for 100 or less Campus Community and the Public

- Events shall require social distancing and face covering for unvaccinated individuals at this time. Wearing face coverings and social distancing are optional for vaccinated individuals. Requires approval of unit director/department head/chair, Dean (or designee), and Division Vice-Chancellor.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

On-Campus Events for 101 or more Campus Community and the Public

- Events shall require social distancing and face covering for unvaccinated individuals at this time. Wearing face coverings and social distancing are optional for vaccinated individuals. Requires approval of unit director/ department chair, Dean (or designee), Division Vice Chancellor, Vice Chancellor for Finance and Administration, and Chancellor (or designee)

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.

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 seeking an accommodation are asked to submit their COVID-19 related ADA accommodation request by **Wednesday, June 30, 2021**. This deadline will assist the campus in planning for the delivery of instruction this fall semester. Staff seeking an accommodation are asked to submit their ADA request by **Friday, July 16, 2021**.

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

COVID-19 Related Leave and Absences from Work

Employees experiencing COVID-19 type symptoms should not report to work. If an employee experiences such symptoms while at work, they should report to their supervisor that they are ill and should leave work immediately. A supervisor has the authority to send an employee home if the employee exhibits COVID-19 symptoms identified by the CDC. Employees should use accrued sick or vacation leave or other available leave options.



University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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 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.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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.
- 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 GDPH 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](#)

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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; details on testing frequency for the fall have yet to be determined.
- The university will maintain isolation and quarantine housing for undergraduates.
- We will continue enhanced cleaning and increased air exchange and filtration 24/7 in all facilities.

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. Alarming, 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.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

- 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 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 will be fully open for students beginning June 21, 2021. 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, contractors and campus visitors are required to follow the same safety protocols as UAPB employees.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

Health, safety, and compliance

Q. Are masks required on campus?

- A. In accordance with the new CDC guidelines masks are not required for fully vaccinated individuals with a few exceptions:
- People with underlying health conditions
 - Attending a crowded outdoor event such as a live performance, parade, or sporting event;
 - Riding public transport;
 - Attending a small indoor gathering with a mixture of fully vaccinated and unvaccinated people.

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. Email a copy of your completed vaccination card or other supporting documentation from your medical provider to HRforms@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?

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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. Who is required to work on campus?

A. All twelve-month faculty and staff must return to on-campus work assignments on July 21, 2021. Nine-month faculty will return to campus on August 16, 2021. Employees on Family Medical Leave should work with HR.

Q. I am a parent of small children and/or caregiver for a family member and I need more time to find childcare/elderly care. Can I receive an extension of the date for returning to work?

A. An extension will not be granted. The university has slowly transitioned back to on-campus work to allow our employees time to plan for family care.

Q. My children’s schools and summer camps are not open in person, and I do not have childcare, do I have to return to campus? Everyone is required to return to campus.

A. Everyone is required to return to campus. The university has developed a transition approach to provide adequate time to plan for family care.

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 plexiglass 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 university is tracking the number of employees who are vaccinated to determine overarching protocols for the university. 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.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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.

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

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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.

Q. I work in a cubicle, not a private office. Do I have to wear a facial covering?

A. If you are vaccinated you are not required to wear a facial covering.

Remote Work and Telecommute/Telework

Q. What is the difference between remote work and telework?

A. Remote work is when employees perform their jobs at a remote work site as their primary work location on a routine basis. In most cases, the remote worksite is the employee's home. Most employees in this category do not have a dedicated office on campus.

Telework or telecommute allows an employee to work away from their worksite on a limited basis. A telecommuting employee may work onsite some days and from home on other days.

At the beginning of the pandemic most of the university's employees were placed under mandated remote work plans. This means that they were required to work offsite.

Beginning June 21, 2021, the university is ending all pandemic-related remote work assignments.

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. Considered high risk for severe illness should contact the Office of Human Resources to request an ADA accommodation.

University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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 accommodation is reasonable. Barring any undue hardship on the university, your request will be approved. Please note that reasonable accommodation may include enhanced protective equipment or modification of your workspace. Conversion of your position to a telework or remote position 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.

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/>



University of Arkansas at Pine Bluff Guide to Resuming Pre-pandemic Business Operations

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

Loveisrespect (National Dating Abuse Helpline) Chat at 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