

MEMORANDUM

To: HSSU Campus Community
From: Dr. Corey S. Bradford, Sr., President
Date: May 13, 2020
Re: Reopening of the Campus

The Harris-Stowe State University campus will reopen on Monday, May 18, at 7:30 a.m. Our plan to reopen relies heavily on guidance from federal, state and local health agencies to limit the spread of the coronavirus (COVID-19). The health and safety of our students, faculty and staff remain our highest priority. Thus, the University will take the following measures in reopening the campus.

All employees will return to campus on Monday, May 18, at 7:30 a.m. Employees should expect to hear from their division leaders regarding summer office hours. Employees who have special circumstances, such as childcare or are considered a higher risk of COVID-19 because of underlying health issues, should notify their supervisor and the Office of Human Resources.

The University will take measures to maintain social distancing and other parameters deemed essential to the safety and welfare of returning employees. In preparation for your return to campus Plexiglas and/or rope stanchions have been ordered for student services and high traffic areas. The University will also undergo deep cleaning Wednesday, May 13 and Thursday, May 14. For safety purposes, all buildings are to remain vacant during the cleaning and a minimum of 12 hours afterward.

More frequent disinfecting procedures in classrooms, residence halls, work and gathering spaces have been implemented, and you are also encouraged to sanitize personal work areas upon arrival and departure each day.

To ensure your continued health and safety, the University has purchased cloth masks for each employee, which you will be required to wear in public spaces and when interacting with others.

We also recommend that you adhere to the following social distancing standards until further notice:

- There should be no more than ten people in any workspace at any given time.
- All large meetings will continue to meet via Zoom.
- Large gatherings or face-to-face meetings or strongly discouraged.
- One-on-one and meetings of no more than five people can take place with the appropriate recommended social distance of 6 feet or more.
- For mutual safety and protection, adhere to a maximum elevator capacity of two people.
- The game room, gymnasium, annex and dance studio will remain closed.

Thank you for your flexibility and resilience during these challenging times. Please continue to visit our COVID-19 webpage at www.hssu.edu/c19 for updates.