

Rider University
NJ OSHE Fall 2020 Restart Plan
FOURTH SUBMISSION
September 2020

Rider University has amended its fall 2020 restart plan, specifically the student care plan that speaks to how we are quarantining and isolating resident students. We will no longer require resident students who live within 75 miles of campus to quarantine or isolate at home. Our lower residential density has allowed us to expand both quarantine and isolation housing this fall semester. These changes are reflected on page 9 of this fourth submission.

1. General Safeguarding

- **How will the institution implement general safeguarding measures during each stage?**

These safeguards include but are not limited to:

Cleaning and sanitization

Rider has engaged the services of an industrial hygienist, an architectural firm and a mechanical engineer to examine campus building cleaning protocols, room layouts and HVAC/ventilation, respectively.

Cleaning/Disinfection

Housekeeping staff will clean offices, classrooms, restrooms and residential spaces based on CDC guidelines for disinfection and Occupational and Environmental Safety Office (OESO) protocols. There will be increased nightshift deep cleanings and more frequent classroom cleaning. Throughout each day, members of the custodial staff will disinfect all common areas and bathrooms on a constant rotation. Facilities Management will also maintain anti-bacterial soap dispensers, paper towel dispensers, hand-sanitizer stations and sanitizing wipes throughout campus buildings and residence halls. Building occupants should also wipe down commonly used surfaces before and after use with products that meet the EPA's criteria for use against COVID-19 and are appropriate for the surface. This includes any shared-space locations or equipment (e.g., copiers, printers, computers, A/V and other electrical equipment, coffee makers, desks and tables, light switches, door knobs, etc.). All university vehicles for Athletics, Public Safety, Student Life, Science and Facilities will be frequently sanitized.

Mechanical and HVAC systems

These will be assessed and readied prior to reopening of buildings. Rider will follow the recommendations outlined in the "American Society of Heating, Refrigerating and Air-

Conditioning Engineers (ASHRAE) Position Document on Infectious Aerosols” dated April 14, 2020. For most campus buildings and areas, the HVAC system will operate under normal conditions. Where possible, additional ventilation and outdoor air will be increased. Filtration media will be increased to be a minimum of MERV-13 rated, if possible, for each system. Additional ventilation may be considered for certain higher risk areas, if identified. Temperature and humidity control will be maintained as normal. CDC guidance states that while HVAC improvements can aid in lowering the transmission of the virus, none of it can compare to physical distancing and wearing masks while indoors.

Requiring face coverings

Face coverings must be worn by all students, faculty, staff, and visitors in all public indoor settings across the University and are strongly encouraged to be worn in outdoor settings when social distancing is not possible (*except when doing so would inhibit the individual's health*).

This will include but not be limited to:

- classrooms and labs,
- dining spaces, when not eating or drinking
- library,
- residence halls whenever outside an individual residential room (e.g. hallways, bathrooms, laundry room),
- and all other indoor common-area spaces where social distancing is not possible

Face coverings must also be worn outdoors while within 6 feet of others.

These policies will be strictly adhered to with one exception as follows for the classrooms. While in a classroom setting, faculty will not be required to wear a face covering when plexiglass shields are present on classroom podiums for faculty use, or if faculty choose to use a face shield to allow for a broader range of movement in the front of the class. Seating in classrooms will also be altered to allow greater distance between the instructor and the students in the class. Students will be required to wear their face covering and faculty are empowered to enforce this requirement as they would any classroom rule that they might establish.

Maintaining adequate supplies, such as personal protective equipment and cleaning supplies

The University will stock face masks, gloves, hand sanitizer and disinfecting wipes and will make these widely available to all members of the campus community. Certain areas on campus will be outfitted with plexiglass shields to maintain safe barriers between staff and student transactions. Specialized PPE requirements for the staff of the Health Center, Athletic Training, and Public Safety will be provided.

Requiring individuals to engage in social distancing practices at all times

Classrooms

Safe classroom spaces are being prepared that adhere to current state and CDC guidelines. We have a particular focus on specialized areas (e.g., science laboratories, music & dance instruction). Classroom furniture has been reconfigured to promote social distancing for spaces that do not already lend themselves to social distancing. The front row classrooms will be arranged so that it is an appropriate distance from the white/chalkboard, providing faculty with the ability to lecture away from their podium, without a face shield.

In certain high traffic areas, we are recommending directional flow in and out of classrooms, stairwells, elevators and hallways in academic buildings, along with providing enhanced cleaning plans. We have also identified unique areas on campus to create opportunities to further deliver the academic curriculum while maintaining social distance (e.g., Cavalla, Mercer Room, BLC/Yvonne theaters, outdoor spaces). We have added 7 tents to campus to help de-densify indoor spaces. These tents will be used for taking online classes, studying, dining and recreation

Library

Plexiglass shields will be installed in the Library at the circulation desk and virtual meetings and consultations with librarians will be promoted to reduce density.

Office Environments

Departments will assess open work environments and meeting rooms to institute measures to physically separate and increase distance between employees, other coworkers, and customers, such as:

- Placing visual cues such as floor decals, colored tape, or signs to indicate to customers where they should stand while waiting in line.
- Placing one-way directional signage for large open work spaces with multiple throughways to increase distance between employees moving through the space.
- Designating specific stairways for up or down traffic if building space allows.
- Placing plexiglass shields in all reception areas

No more than one person should be in the same office room unless the required 6 feet of distancing can be consistently maintained and/or other appropriate measures can be taken. If more than one person is in a room, masks/face coverings should be worn at all times. A mask or face covering is not required if you are working alone in a confined official office space (does not include partitioned work areas in a large open environment). Masks/face coverings should be worn by any staff in a reception/receiving area while others are present and potentially in close proximity. Masks/face coverings should be used when inside any facility where others are

present and social distancing is not possible, including walking in narrow hallways where others travel and in break rooms, conference rooms and other meeting locations.

Restrooms

Limited maximum occupancy of restrooms will be posted based on the close proximity and number of sinks to ensure appropriate social distancing. Face coverings will be worn in all restrooms. Prominent signage will be displayed advising all occupants to wash hands thoroughly afterward using the facilities to reduce the potential transmission of the virus. Additional disinfecting protocols will be established to assist in maintaining a safe space.

Elevators

Use of elevators will be limited to 2 passengers where possible to avoid close proximity with others in a confined space. Those using elevators are required to wear a face mask or face covering regardless of traveling alone or with others. You should also avoid touching the elevator buttons with your exposed hand/fingers, if possible. Wash your hands or use alcohol-based hand sanitizers upon departing the elevator. Additional disinfecting protocols will be established to assist in maintaining a safe space.

Training students, staff and faculty regarding COVID-19 sanitization and social distancing practices and protocols.

All students, staff, and faculty will participate in required remote training utilizing the SafeColleges Coronavirus Awareness educational course. The course covers a brief overview of the coronavirus, symptoms, risk factors, reducing your chance of becoming infected and where to find reliable news and information about the COVID 19 outbreak. The course is 10 minutes in length and includes a pre- and post-test. Rider will be supplementing this educational course with additional information from the CDC on wearing cloth face coverings and social distancing.

All members of the community will be expected to complete a health pledge/acknowledgment, acknowledging and committing to health-related behaviors.

2. Screening, Testing, and Contact Tracing Protocols

Rider University's Student Health Center and Human Resources Office, among other offices and staff, have been working closely with Carol Chamberlain, Lawrence Township Health Officer, and Capital Health, including its infectious disease specialist, in the establishment of these protocols.

Screening

- **What screening measures will be in place? How will the institution log students, faculty, staff, and visitors to help facilitate contact tracing?**

Daily symptom tracking and logging constituents

Rider students, faculty, staff and vendors will utilize #CampusClear, a mobile application designed by Creighton and Stony Brook Universities, to support daily COVID-19 symptom tracking, including temperature taking. The #CampusClear menu of options was reviewed by Capital Health's infectious disease specialist.

- #CampusClear's menu of options includes COVID-19 symptoms from which users can choose including whether or not they have a fever of 100.4 or above (requiring the user to take their temperature). Users can also indicate whether or not they have tested positive for COVID-19 or have been in contact with someone who tested positive or is symptomatic.
- #CampusClear's FastPass/Passport mobile app feature clearly indicates whether or not the user can be on campus to work or attend classes or other activities based on their screening/input that day. It maintains a health log for users on their own devices based on their daily entries. The app utilizes push notifications to remind users of the need to screen for symptoms daily before coming to work, classes or activities.
- #CampusClear's Dashboard displays high-level statistics and detailed compliance activity. We will marry Dashboard information with student/employee data in Banner to provide the Student Health Center, Human Resources and contact tracers/student case managers with information they need to follow up with students/employees who indicate they are experiencing symptoms or are COVID-19 positive.
- #CampusClear is set up such that email is the only personally identifiable field that is collected. The dashboard encrypts the field from view except for those authorized employees who can decrypt the field using 2-factor authentication.

Campus visitors, other than vendors and contractors, will be kept to a minimum. Most campus events this fall will be hosted virtually or will be limited to Rider community members only. Resident students are not allowed outside visitors of any kind. These policies will facilitate contact tracing and negate the need for visitor logs.

Temperature taking stations throughout campus

At a minimum, Rider will offer the following temperature taking stations across campus. Those taking temperatures will not allow anyone to access their site if their fever is equal to or above 100.4. They will provide such individuals contact information for the Student Health Center and Human Resources as appropriate.

- Gourmet Food Service will take temperatures at the entrances to all dining venues: Daly Dining Hall, Cranberry's and the Pub.
- Ricoh will take temperatures of those who pick up mail/packages or who utilize their copying/printing services.
- Barnes and Noble will take temperatures of those who frequent the bookstore.
- University Athletic Management will take temperatures of those who frequent the SRC fitness center, courts and recreation tents.
- Sports medicine staff will take temperatures of student-athletes before they enter the athletic training area. We will likely do the same of student-athletes before they access the Student-Athlete Strength and Conditioning Center.

Quarantine prior to coming to campus

Students and employees must quarantine for 14 days either on or off campus when traveling internationally or coming from high-risk states identified by the State of New Jersey. This continues to be communicated currently to students and employees so they can plan accordingly.

- **How will you communicate these screening protocols to stakeholders?**

Student shared responsibility pledge

Students are required to complete a shared responsibility pledge that outlines behavioral and reporting expectations, including daily symptom tracking via CampusClear, as part of their enrollment clearance to begin the fall semester.

- Students will be directed via multiple communication points (myRider portal announcements, email campaigns, housing agreements, registration adjustment holds, phone calls, and others communications as needed) to log into myRider by computer or mobile device and complete the pledge.

- A hold will be placed on students' accounts and will be automatically removed when the agreement is accepted and submitted by them. Reconciliations of student submissions will be completed by One Stop Student Services.
- Students who choose not to complete the pledge will not be allowed on campus for any reason.

Employee shared responsibility expectations document

Faculty and staff will be required to read a shared responsibility expectations document that will be disseminated simultaneously with the required SafeColleges training. The document outlines behavioral and reporting expectations, including daily symptom tracking via CampusClear.

Resolved and Ready website

Rider's Resolved and Ready website includes all required information that students and employees need to know regarding behavioral and reporting expectations, among other information. It is updated regularly and changes are announced via Rider email, the University's official form of communication for students and employees.

Testing

- **What will be the testing protocol?**

Student testing throughout the fall semester

The Student Health Center (SHC) may direct students who present symptoms to be tested for COVID-19 depending on their severity and upon evaluation in accordance with CDC and local health department guidance.

- Resident students will be provided tests through the Student Health Center during regular operating hours. Outside of those hours and depending on the severity of symptoms, resident students will be directed by Public Safety to either wait for SHC to open or seek testing via a testing site or other provider.
- Commuting students will be directed to seek testing via their primary healthcare provider, testing site or other testing provider. SHC, with the assistance of Capital Health, maintains a list of nearby testing sites and providers.
- The Student Health Center has secured 100 self-administered nasal swabs through Quest and is working to secure another 100 saliva kits from Accurate Diagnostics. Additional tests can be ordered when supplies reach 25. Additional tests are being secured via group purchase through Henry Schein.

- The Student Health Center will report positive COVID-19 cases and any viral outbreaks to Carol Chamberlain, Lawrence Township Health Officer as required. The Student Health Center will also report weekly student totals to the Dean of Students and University Marketing and Communications.

Employee testing throughout the semester

Employees will be responsible for securing their own tests as needed via their primary healthcare provider, testing site or other testing provider.

- **How will the institution house or transport exposed or ill residential students and plan for timely reporting, while maintaining confidentiality?**

Rider has established a very detailed COVID-19 care plan for residential and commuting students, the major components of which are outlined below. Student Health Center (SHC), Dean of Students, Residence Life and Public Safety staff will be notified on an as-needed basis regarding students who require on-campus quarantine or isolation so as to maintain confidentiality and compliance with HIPAA and other requirements.

- Students will be required to quarantine when directed to do so by SHC in accordance with CDC guidance under the following conditions:
 - When they are symptomatic and are awaiting test results
 - When they have been identified by contact tracers or by SHC or CHCM as close contacts
- Students will be required to isolate when they have tested positive for COVID-19.
- Resident students will quarantine or isolate on campus, regardless of how near or far their permanent residence is to campus.
 - Conover Residence Hall and 3 of our Greek houses will house quarantine students for a total of 160 beds. Quarantined students will be assigned to different buildings/floors depending on the reason for the quarantine.
 - West Long Drive and 2 of our Greek houses will be utilized to isolate ill students under the supervision of contracted nursing staff (50 beds).
 - If needed, currently vacant residence halls on Rider's Princeton campus can be used for quarantine or isolation.

- Rider has contracted with Bayada Nurse Staffing and Firststat Nursing Agency to provide 24-hour on-site LPN or RN coverage when the isolation site(s) is open to care for students. The nurse will be stationed at the West Long Drive house and available to evaluate students as necessary.
- Public Safety will provide transportation for students as needed to on-campus quarantine or isolation housing and to off-campus testing.
- Commuting students will be required to quarantine or isolate at their place of residence.
- Students who test positive for COVID-19 must be medically cleared by the Student Health Center (SHC) before they can return to campus to live and/or attend classes or any other on-campus activities/events.

Contact tracing

- **How will the institution log students, faculty, staff, and visitors to help facilitate contact tracing?**

Rider has redeployed 6 Student Affairs staff to serve as COVID student case managers/contact tracers and one Human Resources staff member to serve as a contact tracer. The Associate Dean of Students will supervise these staff. Additionally, the Sports Medicine Director will serve as contact tracer for student-athletes. The Associate Dean has been working closely with Carol Chamberlain, Lawrence Township Health Officer, in the establishment of our contact tracing program. Contact tracers are required to complete the Johns Hopkins Contact Training Program. We are utilizing Medcat's COVID clinic to support student and employee contact tracing.

As per a July 20 meeting with Carol Chamberlain, Rider's contact tracers will be responsible for Rider community members (students, faculty and staff) only and will work closely with Carol and other local health department officials when the tracing requires contact with others beyond Rider's community. Contact tracers will provide all appropriate information to local health departments but will not enter data into CommCare. That will remain the responsibility of the local health departments.

Where medical related questions arise in the course of their work, contact tracers will consult with the Student Health Center for guidance. Additionally, contact tracers will have access to aggregate data from CampusClear that will allow them to more easily identify potential close contacts in classes, residence halls, departments or via other affiliations.

3. Instruction

- **How will instruction be offered and what method and/or modality will be utilized (remote, hybrid, lecture, etc.)?**

Rider will begin the semester on August 31, 2020 with 3 weeks of remote instruction. This will be following by a blend of on-ground, hybrid and remote instruction in the following proportions for 9 weeks:

- Fully remote (78%; three-quarters of these courses will be fully or partially synchronous)
- Hybrid 13% (a mix of in person and remote instruction)
- Fully in person 9%

On-ground instruction ends on November 24, 2020. One week of all remote instruction will take place the week of November 30 and the final exam period is shortened to a single week from December 7 to 11, 2020 during which exams will be offered remotely.

None of Rider's performing arts courses (music, theater, dance) will be held in person. All will be taught remotely in accordance with the strong recommendations of federal and state guidelines for the health and safety of our faculty and students.

Teaching Modalities

- **Fully remote**
 - Entirely remote instruction (may be asynchronous, synchronous or a blend)
- **Light hybrid**
 - Students can expect up to 6 in-person meetings/semester with the rest of the course content delivered remotely (may be asynchronous, synchronous or a blend)
- **Heavy hybrid**
 - Students can expect 7 or more in-person meetings/semester with the rest of the course content delivered remotely (may be asynchronous, synchronous or a blend)
- **Fully in person**
 - Faculty who selected this option are responsible for submitting a detailed contingency plan for remote or hybrid instruction to their academic dean

Students had the opportunity in mid-July to adjust their fall semester schedule in light of the mix of modalities offered via Rider’s Enhanced Course Roster. See page 12 for additional information regarding how Rider is accommodating social distancing and other guidelines as they pertain to in-person and hybrid instruction.

- **For in-person courses, how will you ensure the institution is complying with the social distancing and other general safeguarding measures for classrooms?**

Classrooms will be cleaned three times daily and disinfecting wipes will be provided across all buildings for spot cleaning between classes. Several outdoor “classroom” spaces are being created across campus to provide students and faculty the opportunity to hold class in outdoor settings, weather-permitting, in Sept/Oct.

Classrooms have been de-densified as per a full audit by an architectural firm to determine the allowable number of students in all of our individual classrooms to maintain 6ft of social distancing, as mandated by the state.

- **How will you accommodate faculty and students who are immunocompromised, or at high-risk for COVID-19, or have received a positive diagnosis of COVID-19, and are thus unable to attend classes in-person?**

All full-time Rider faculty members were given the option to determine the means by which they would teach their courses for fall (i.e., fully in person, a hybrid of remote and in person, fully remote). This highly inclusive process has ensured that all faculty will be accommodated for personal choice, health and safety.

Students were given an opportunity to request fall schedule changes once the course roster reflected the new teaching modalities. This ensured that students have a choice, to the best of our ability to provide, in how they wish to learn in the fall based on their own health and safety requirements.

- **How will you encourage social distancing through signage and layout of classrooms?**

The University’s Marketing and Communication team, in conjunction with our Facilities team, is creating Public Service Announcements to be prominently displayed across all academic buildings. These PSAs will not only reinforce healthy hygiene habits, but clearly delineate the movement and flow of foot traffic throughout the buildings and classrooms. Each classroom will have decals designating seating that is socially distanced and appropriate to sit in.

- **How will you ensure high-touch areas and shared surfaces in classrooms are cleaned and sanitized after every use?**

All faculty and students will be expected to wipe down high-touch areas/shared surfaces in classrooms at the beginning and end of each class period with disinfecting wipes provided throughout the academic buildings. All classrooms will receive two cleanings during the day and one deep cleaning every evening. In addition, a disinfecting team with sprayers and hand wiping will pass through the campus up to 2 times per day.

4. On-Campus Residential Housing

- **How will you reduce capacity in on-campus housing facilities to the extent practicable in accordance with Executive Order 155? Please list your overall occupancy rate and your reduced occupancy rate.**

When Rider's restart plan was originally submitted on July 24, 2020, a total of 1,400 students were assigned residential space, representing 58% occupancy. As of August 25, 2020, that number currently stands at 929 or 37% occupancy.

Our plan was to accommodate no more than 65% occupancy by paying specific attention to limiting the number of residents assigned to each restroom to reduce exposure and limit the number of potential close contacts requiring quarantine and/or testing.

Buildings with traditional double rooms and common-area bathrooms

- Reduce overall occupancy in these spaces to no more than 65%, thereby significantly reducing shared bathroom utilization.
- Convert double rooms predominantly for use as singles, strongly encourage single rooms to minimize exposure.
- Accommodate limited number of requests for roommates in these buildings, while maintaining the overall reduced capacity per floor/wing/bathroom.
- Will allow students some ability to self-select roommates, while not exceeding overall capacity defined per floor/hall/bathroom.

Suite and apartment buildings

Continue to utilize suites and apartments as designed. Roommates will be allowed in suites and apartments because bathroom capacity is already limited in these configurations.

- **What criteria will your campus use to identify students for whom residential housing is necessary for an equitable education?**

To promote health and equity of access to spaces that reduce exposure risk, all students in standard double buildings will be charged the double room rate (even if they're living in that space as a single). We will additionally accommodate exemption requests to promote housing access for students who fall in the following categories: international students or students who are from a considerable distance from home, home or resource insecure, or have other precarious life situations requiring them to stay on campus. Additional criteria may include academic major or experiences (e.g. student teaching or internships) or on-campus employment which requires students to live on campus. When we transitioned to remote education in the spring and summer, we maintained socially distanced residential options for students utilizing this same exemption criteria.

- **How will the institution ensure infection prevention measures are followed in shared or common areas (such as residence hall kitchens, game rooms, bathrooms, etc.)?**

Residence hall lounges will be restricted for use and will remain locked. Microwaves will be relocated for residential access and will be cleaned and disinfected on a regular basis. Laundry rooms will remain available to students, with signage addressing capacity and social distancing guidelines, and an enhanced cleaning and disinfection schedule. We will encourage students to schedule times for laundry use via our StarRez appointments module. Most of our residential common areas are limited to lounges and laundry rooms (e.g. no game rooms, exercise rooms or additional common area spaces).

- **What steps will the institution take to minimize outside visitors to residence halls?**

There will be limitations on guests to the residence halls. During move-in, guests will be restricted to 2 people. After move-in, no external guests or out of building guests will be permitted. Students are only allowed guests that live in the residence hall in which they are assigned.

- **Describe routine cleaning measures to be implemented in on-campus housing, including communal bathrooms.**

Additional sanitation efforts will be enacted in the residence hall common areas, with specific attention to residential common-area bathrooms. Common-area bathrooms will experience a full cleaning and disinfection twice-daily, with surface-level disinfection two additional times a day. Cleaning supplies including anti-bacterial hand soap, hand sanitizer dispensers, touch free paper

towel dispensers and disinfecting wipes will be available in common-area bathrooms for residential use as well.

Suite and apartments will be scheduled for a weekly disinfection of common areas (including bathroom and kitchen surfaces). Students will be responsible for and encouraged to maintain a regular cleaning schedule of the space additionally.

- **What protocols are in place for residents who need to isolate and quarantine? Please list the amount of housing (single rooms/private bathrooms) available to house these**

Residential students who require isolation and/or quarantine who have a permanent address within 75 miles from campus are asked to return home for the duration of the isolation and/or quarantine. We will provide isolation spaces for students outside of this radius or with extraordinary circumstances.

Isolation is designed to separate people infected with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected. We will ask students who are able to return home to do so for the required isolation period before returning to their residence hall.

For students who require housing (e.g. international or other domestic distance from home, or precarious home/living situations), we will establish isolation housing on campus. Care will include delivery of linens and food service and health care assistance, as required.

- West Long Drive - 5 rooms (2 ½ bathrooms) (Maximum number of students = 10)
- Hamilton House (WCC) - 6 rooms (+) (2 ½ bathrooms) (Maximum number of students = 12)

Quarantine keeps someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. When we become aware of students who have been exposed to COVID-19 through our contact tracing methods or other reports, the Student Health Center will evaluate the level of exposure and risk of that individual to determine next steps, which may include requiring students to either return home or relocate to a different residential facility for a period of 14-days. On-campus care will include delivery of linens and food service and health care assistance, as required.

- Conover Hall - 103 beds (18 common bathrooms)

Residence Halls remain vacant on the Westminster Choir College campus as well. While not a preferred option, we retain the option of relocating students to those facilities as additional space warrants.

5. Libraries and Computer Labs

- **What is your plan for operation of computer labs and libraries?**

Computer labs that are open during the fall semester will do so with enforced minimum spacing for social distancing, and may require use by appointment if space is restricted. Lab use is subject to change based on state regulations, sustainability of operations, and necessity. Laptops are available to those in need to offset lab use. Computer labs will be disinfected daily in entirety and both before and after use by individuals. Disinfectants will be made available for individual use. Face coverings will also be required while using computer labs. Sanitizing stations will be available and should be used before and after computer lab use.

The library will be open to only Rider-affiliated patrons. The physical building will be limited in seating capacity per state guidelines, with social distancing measures limiting study space. Some computers will be available to students for research/lookup purposes, while others will be disconnected and marked unavailable to ensure proper distancing. Similar to computer labs, sanitizing stations will be available before and after computer use. The librarians will work remotely, offering students virtual research assistance (available 7 days a week). Online access to databases and collections continues to be available to students.

- **How will the institution implement social distancing measures and cleaning protocols in these facilities?**

There will be increased nightshift deep cleanings and more frequent classroom cleaning. This will include disinfecting of these spaces twice per day in addition to the regular cleaning schedule. Facilities Management will also maintain anti-bacterial soap dispensers, touchless paper towel dispensers, hand-sanitizer stations and sanitizing wipes throughout campus buildings. With the enhanced disinfectant wipe dispensers provided in multiple areas in the facilities, the Library and computer labs will encourage the building occupants to wipe down commonly used surfaces before and after use with these products. All cleaning and disinfecting products meet the EPA's criteria for use against COVID-19 and are appropriate for the surface.

Social distancing will be implemented via training programs with students, faculty and staff as well as various forms of on ground information. These include physical signage in the building

and labs, website information and updates through the media services on campus. All building occupants will be required to wear facemasks.

- **How will the institution follow state occupancy restrictions in these facilities and reduce occupancy?**

Floor plans to reflect social distancing for the library and computer labs were developed by an architectural firm based on all appropriate CDC and State guidelines. All spaces in the library will be marked accordingly with signage where people are allowed to gather or wait in line for study areas, cuing in lines and classrooms seating. For the computer labs, the same type of formatting will be implemented. Additionally, machines not within socially distanced parameters will be disabled and marked with signage.

- **How will the institution clean and disinfect high-touch areas in these facilities, such as computer terminals? Disinfectant and cleaning protocols**

Computer labs and terminals will be cleaned and disinfected nightly by the university cleaning staff. During the day, an additional disinfecting by this same team will take place as well. In each lab, there will be hand sanitizer and disinfectant isopropyl wipe dispensers for each individual to use before and after working on the computers.

- **Will the institution utilize curbside pickup for libraries? If so, how will the plan for curbside pickup be implemented?**

The University will implement a curbside pickup program for students and faculty. A person will request materials through an online form, which will include a time and date for pickup. The item(s) will be placed in a paper bag and marked for the individual. Once the person is physically outside of the library, they will call the Circulation Desk and announce that they are here to pick up their materials. The materials will then be placed on the Circulation Desk for the person to retrieve. If they are uncomfortable entering the building, a staff member will bring their materials out to their car.

6. Research

- **What is the institution's plan for the operation of research & research labs?**

Rider University maintains a small number of faculty research laboratories. During the academic year, these are used at a minimal level by approximately 5-7 faculty members in the sciences, along with 1-2 undergraduate students working on independent research projects. These spaces

are large enough to accommodate 6 feet of social distancing for up to 2 people at any given time. These requirements will be adhered to during the fall semester. As with our other policies, all individuals will wear masks or other face coverings at all times.

- **How will researchers on campus be informed about this plan?**

The Dean of the College of Liberal Arts & Sciences (CLAS) has been having frequent meetings with all science chairpersons to inform them on plans, policies and requirements related to laboratory operations during the pandemic. Further, all research faculty coming to campus are required to notify the CLAS Dean's office who in turn reports to Facilities and Public Safety all faculty visits to campus.

- **How will researchers be encouraged to reduce personal contact and engage in social distancing?**

Researchers have already been required to reduce student staffing & employment in their laboratories. There are no more than two individuals in any one lab at a given time.

- **What will be the cleaning protocol for research labs and research materials?**

Cleaning protocols for research labs and materials will be in accordance with [CDC guidelines](#). The research labs on Rider's campus follow rigorous cleaning & safety protocols even under normal circumstances; surfaces and equipment are cleaned several times a day by faculty and student researchers wearing disposable gloves.

7. Student Services

- **What is the institution's plan for student services?**

We will assure quality student services to meet student needs across a variety of modalities. As has been the practice during remote learning late spring and summer, all campus offices will be accessible remotely via email, phone and Zoom interfaces. This has included utilization of telehealth to promote mental well-being (physically and mentally).

We will continue to support students in need as they navigate the intersects of their personal demands and their education. Supports have included promoting student access to technology

required for hybrid or remote learning, assuring access to books, availing emergency funding, and expanding resources available in the Rider Resource Pantry. These will continue to be available pre-bagged and available for pick-up by appointment.

The shift to virtual orientation has prompted the availability of asynchronous content to onboard new students and their family members to the University. We are working with student leaders and student organizations to extend opportunities for community building and connection by planning for multiple modalities of student events and meetings can be adjusted based on current health guidance.

- **How will student service departments reduce in-person interactions and implement safeguarding measures, particularly in waiting areas?**

All campus offices that provide student services will utilize remote options (Zoom, telephone, email) to reduce in-person interactions. When remote options are not feasible campus offices will ensure that there are safeguarding measures established to mitigate risk.

Student service departments will develop protocols to eliminate waiting rooms where feasible. If a department does not have the ability to eliminate a waiting area they will limit capacity to ensure that students will be 6 feet apart, have hand sanitizer readily available, and require cloth face coverings.

- **How will students, staff and faculty who are immunocompromised, or otherwise in an at risk category, or those with a positive diagnosis, be able to access student services remotely?**

All campus offices will be accessible remotely via email, phone and Zoom interfaces to ensure that all students, staff and faculty have access to student services remotely.

8. Transportation

- **What is the institution's plan for transportation on campus?**

Rider University provides a variety of transportation services to the University through Stouts Charter Services, including a Monday through Saturday shuttle service, as well as athletic, club, and event-related travel.

According to the CDC recommendations for travel-related COVID-19 protocols, Stouts and Rider have health and safety plans in place locally to the extent possible to:

- Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering.
- Intensify cleaning, disinfection, and ventilation of facilities and transport vehicles/buses.
- All vehicles are treated with an antibacterial fogging agent that remains active for 30 days. This process is repeated every 25 days. Nightly cleaning is further strengthened with a higher grade disinfectant from ZEP Manufacturing. UV lighting will be installed in the air filtrations systems as an added measure of disinfecting
- Drivers are also being supplied with a safety shield behind their seat, and are required to have their temperature taken in dispatch before they leave for a trip. Drivers running a fever will be sent home.
- For the following vehicles, all passenger capacities will be mutually agreed upon by the provider and the university to ensure the safest mode of travel. All passengers will follow State and CDC guidelines by hand washing, wearing masks and social distance wherever possible. These vehicles include: The Campus Shuttle; School Buses; Coach Buses and Vans

In addition, we will limit routes to and from high transmission areas and train all employees on health and safety protocols. Develop and implement procedures to check employees for signs and symptoms daily upon arrival, as feasible, and encourage anyone who is sick to stay home. Plan for if a driver gets sick, and monitor employee absences and have flexible leave policies and practices, as feasible. Regularly communicate and monitor developments with local authorities, employees, and the public and be ready to consult with the local health authorities if there are cases in the facility or an increase of cases in the local area.

- **What is the protocol for transporting sick students who may reside on campus to essential appointments?**

Rider University Public Safety will:

- Evaluate ill students calling in and determine next steps which could include a temperature evaluation, having the student remain in the room until consulting with Student Health Services in the morning, Monday through Friday, or consult with the Agency Nurse on campus if they are present. Public Safety will also call for an ambulance if needed.
- Provide transportation as needed to on-campus isolation/quarantine sites (if students cannot get there on their own) and to off-campus COVID-19 testing sites in the event all other avenues of transportation have been exhausted and as long as sufficient coverage is available with remaining officers.

- **What additional mitigation strategies will the institution take for shared transportation?**

Rider has a partnership with Lyft to offer free late-night transportation for students. Depending upon the campus need, Rider would work with Lyft as an alternate method for transporting students.

9. Dining

- **What is your plan for food service and dining operations, including compliance with health and safety standards, as well as applicable Executive Orders?**

- Indoor dining will now be available to faculty, staff and student only on campus. The dining areas utilized will be socially distanced and all safeguards will be in place for cuing, restroom use and food pick up. All seating areas and table tops will be cleaned and disinfected multiple times throughout each meal period as will all food preparation areas. We will continue to prioritize outdoor dining areas, where feasible.
- Limit number of indoor diners in accordance with state and local capacity guidelines.
- Create outdoor dining locations to relax and enjoy while physically distanced.
- Institute an online reservation system via GrubHub to dine inside of Daly's Dining Hall.
- Meal plan holders can order To-Go meals at Daly's Dining Hall.
- Promote individual and shared responsibility for physical distancing in all University Dining Services locations.
- All meals will be available as to-go options in take-out containers along with individually wrapped utensils.
- Restrict self-service of food and/or beverages (buffets, salad bars, condiment stations, etc.).
- Clean and disinfect frequently touched surfaces (for example, door handles, workstations, and cash registers) every 30 minutes.
- Hand sanitizer will be readily available to patrons and employees in all units.
- Floor decals designating where to order, wait, and pick up food and beverages will help accommodate physical distancing.
- Entrances and exits easily marked to facilitate physical distancing.
- Eliminate reusable kitchen items (china plates, flatware, cups, etc.) and replace with single use options.
- All University Dining Services employees working in campus Dining locations are required to wear face masks.

- Enforce frequent handwashing, physical distancing, and the use of face coverings for employees.
- Use touchless payment options as much as possible.
- Place physical barriers, such as sneeze guards and partitions, at cash registers or other food pickup areas where maintaining a physical distance of 6 feet is difficult.
- Post signage on how to stop the spread of COVID-19 and promote everyday protection measures.
- Align with guidance from the National Association of College & University Food Services Organization, government agencies, state and local health officials, and the Centers for Disease Control and Prevention (CDC).

Temporarily Adjusted Dining Procedures

Temporarily adjusted dining procedures are as follows to ensure proper social distancing guidelines.

1. Order Online and Pick-up with GrubHub:

Easily pick-up food from Daly's Dining Hall or retail locations by using GrubHub. Download the app to view menus, locations, and place your order. GrubHub accepts meal plans, Bronc Bucks and credit cards. Menu items on GrubHub may vary from to-go and dine-in options. Please note our food safety practices below when taking food to-go.

2. Take a Meal To-Go:

You are encouraged to order on GrubHub and choose from a variety of to-go items. Menus can be viewed on GrubHub. Meal Exchange, Bronc Bucks and credit / debit cards may be used to purchase meals to-go from retail locations. Please note our food safety practices when taking food to-go.

3. Dine-In (Reservations Required):

Meal plan customers may also dine-in at Daly's Dining Hall by using the GrubHub app to make a reservation. Reservations are required for dine-in. Limited seating is available in designated areas.

Food Safety Practices

To minimize the potential for pathogen growth, cold food needs to stay below 41°F, and hot food needs to stay above 135°F. All food items taken out should be consumed or refrigerated within two hours. Refrigerated leftovers should be consumed or discarded within two days. When reheating refrigerated food, the food must be reheated to at least 165°F within two hours of removing it from refrigeration.

- **If you have on-campus student housing, how will those in isolation/quarantine access dining services?**
 - Dining will create a menu that the Health Center will approve.
 - Dining will email or call in the menu daily to the agency nurse who will be stationed at West Long Drive house.
 - Students will select from the menu.
 - Meals will be combined (breakfast, lunch and dinner) into one package for one daily pick up or delivery. (Includes beverage)
 - Meals would be delivered cold / refrigerated.
 - Meals would be delivered by Dining to the door of the isolation location. Dining will knock on the door to notify the student of the food delivery.
 - Refrigerators will be placed inside isolation locations for students to refrigerate foods that need refrigeration. West Long House is equipped with a refrigerator. Facilities has acquired a refrigerator for Conover C Lounge. Additional refrigerators will be relocated from other places on campus and placed inside of isolation locations as needed.
 - Microwave will be available to reheat items if necessary.
 - All meals would come out of Daly's
 - Information needed on the food order document: First and Last Name, Bronc ID, Duration of Sick Meals needed
 - Identify if the student has any allergens, vegan or vegetarian.
 - Include napkins and plasticware.
 - Available Menu Items - can be expanded or reduced: Breakfast pastry, cereal, buttered roll, milk, hard boiled eggs, oatmeal, cookies, Jell-O, yogurt, garden salad (add chicken & side dressing), chicken tenders, chicken noodle soup, assorted sandwiches, buttered noodles, pasta plain or with marinara, whole fruit, hummus with pita or chips. Entree option for lunch and or dinner: Grilled chicken with starch and vegetable. Beverages: milk, juice (apple or OJ), canned or bottled water and soda

- **How will dining employees be trained on appropriate sanitization and social distancing practices and protocols?**
 - All foodservice employees will return to campus two weeks prior to student arrivals. Employees will receive orientation, training and Coronavirus training, as follows.
 - Limit close contact with others by maintaining a distance of at least 6 feet, when possible.
 - Minimize handling cash, credit cards, and mobile devices, where possible.
 - Practice routine cleaning and disinfection of frequently touched surfaces, such as workstations, cash registers, touch screens, door handles, tables, and countertops, following the directions on the cleaning product's label.

- Wash your hands regularly with soap and water for at least 20 seconds. An alcohol-based hand sanitizer containing at least 60% alcohol can be used, but not as a substitute for cleaning hands with soap and water.
- Key times to clean hands in general include:
 - Before, during, and after preparing food
 - Before eating food
 - After using the toilet
 - After blowing your nose, coughing, or sneezing
- Additional times to clean hands on the job include:
 - Before and after work shifts
 - Before and after work breaks
 - After touching frequently touched surfaces and objects that have been handled by customers, such as utensils, menus, cups, and trash
 - After interacting with a customer who is visibly ill
 - After putting on, touching, or removing cloth face coverings
 - After touching dirty surfaces like floors, walls and soiled carriers and equipment

- Cleaning and sanitizing will take place throughout the day in both the front and back of the house. All surfaces will be sprayed via commercial misting each night.
- Take steps to help prevent the spread of COVID-19 if an employee is sick. Actively encourage sick employees to stay home. Sick employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.
- Provide information on who to contact if employees become sick.
- Implement flexible sick leave and supportive policies and practices. Consider drafting non-punitive emergency sick leave policies if sick leave is not offered to some or all employees.
- Institute measures to physically separate and increase distance between employees and customers such as:
 - Place signage throughout the store to remind employees and customers to maintain a distance of 6 feet from others.
 - Move the electronic payment terminal further from the cash register.
 - Place visual cues, such as floor decals, colored tape, or signs to indicate to customers where they should stand during check out.
 - Place a barrier (e.g., sneeze guard) between employees and customers.
- Designate someone to be responsible for responding to COVID-19 concerns. Employees should know who this person is and how to contact them.
- Provide employees with accurate information about COVID-19, how it spreads, and risk of exposure.
- Provide training on proper hand washing practices and other routine infection control precautions. This will help prevent the spread of many diseases, including COVID-19.

- Provide employees with access to soap, clean running water, and drying materials, or alcohol-based hand sanitizers containing at least 60% alcohol at their worksite.
- Provide disposable disinfectant wipes so that employees can wipe down commonly touched surfaces such as workstations, cash registers, door handles and knobs, countertops, self-service refrigerator/freezer doors and handles. For disinfection, use products that meet EPA’s criteria for use against SARS-CoV-2external icon. Follow instructions on the label to ensure safe and effective use of the product. For food contact surfaces, follow cleaning and sanitization practices according to the FDA 2017 Food Code.
- Provide tissues and no-touch disposal containers for employees. Conduct frequent cleaning and disinfection of employee break rooms, rest areas, and other common areas.
- Place posters that encourage staying home when sick, covering coughs and sneezes, and washing hands often at the entrance to the workplace and in other workplace areas where they are likely to be seen.
- Follow all applicable local, state, and federal regulations and public health agency guidelines.

● **How will institutions limit the number of individuals in a single facility, both indoors and outdoors, in accordance with the state occupancy guidelines?**

Dining personnel, along with Public Safety, will monitor each dining venue to ensure proper occupancy limits are adhered to. All interior locations will require the wearing of a face covering. The capacities for all areas will be adjusted in accordance with NJ State mandates.

- **Daly Dining Hall:** Rider will utilize the GrubHub app Rez Dine for Community members to make a reservation at specific time periods. Rez Dine is similar to Open Table. Rider will input the dining schedule times and occupancy load. Only a specific number of customers will be permitted to reserve space for each timeslot allotted. Cleaning and sanitation of all touchpoints will take place between each period.
- **Retail Operations:** Mobile ordering will be required. The dining staff will monitor and “throttle” the number of orders able to be accepted to ensure proper internal occupancy capacities are adhered to.
- **Outdoor Seating:** Several outdoor seating areas have been established. Some locations will be under open air tents. The furniture in these locations will be set to current capacities and maintain a minimum of six feet of distance. Tables and chairs will be cleaned and sanitized frequently as customers leave. Sanitary wipes will be available for customers to additionally sanitize touchpoints.

10. Study Abroad and International Travel

- **What is the institution’s plan for study abroad programs, domestic and international travel?**

Travel (domestic and international)

Non-essential travel should be avoided, especially to areas of heightened COVID-19 activity (hot spots). Individuals are encouraged to visit the CDC’s webpage for the latest [guidance on travel](#).

Study Abroad

There are no outbound group trips for the fall semester. As per protocol, decisions about students studying abroad will be determined based on CDC guidance and travel ban limitations, which are always communicated to travelers by the Center for International Education (CIE).

- **How will the institution communicate with students and employees regarding changing travel restrictions?**

Rider’s protocol is that the Center for International Education monitors travel advisories and CDC guidelines, which are then communicated by the CIE to students and staff who are scheduled to travel. If restrictions are lifted, those will be communicated to the appropriate constituencies.

10. Athletics

The Metro Atlantic Athletic Conference, Rider’s athletic conference, has announced the cancelation of fall sports competition. Given this, there will be no formal resumption of athletic competition. If we remain in Stage 2, we will adhere to all required policies related to team practices and/or training.

- **What is the institution’s plan for resumption of athletic programs on campus?**

The Rider Athletics Return to Competition Task Force was formed to determine any additional specific health and safety guidelines to be followed as the University opens in the fall and student-athletes can return to athletic activity and competition. Rider Athletics recognizes that the protocols and guidelines for safe return to athletic activity we are implementing (including, but not limited to, screening/testing, sanitization of equipment and facilities, travel, social distancing, and hygiene) are meant to be evaluated and updated as needed as we seek to promote the health and safety of Rider student-athletes, coaches and staff as well as the entire Rider University community. Because of the frequent and rapid changes in best practices related to

COVID-19, the guidelines we continue to develop will meet all federal, state, local, Rider University, Metro Atlantic Athletic Conference and NCAA guidance.

- **What is the institution’s protocol for mandating frequent screening and testing for coaching staff and student-athletes?**

Testing for COVID-19

All testing for student-athletes, coaches, administrators and staff will follow the University’s policy and will be conducted with assistance (in terms of scheduling, where applicable) by the sports medicine staff.

COVID-19 Screening of Student-Athletes

Prior to return to campus, a COVID-19 screening form will be completed by each student-athlete. This form will assist the sports medicine staff in determining if the student-athlete has been sick or is currently sick, if the student-athlete has been exposed to COVID-19 or has previously tested negative or positive for COVID-19, and determining where the student-athlete is traveling from and their mode of transportation to campus.

Once a student-athlete has been given clearance for return to activity on campus, each student-athlete will be required to complete a daily screening tool. This tool will include screening questions for symptoms of COVID-19 as well as a self-temperature check. The data from this daily screening will be made available to all administrators, coaches and staff for use in determining student-athlete access to other athletic facilities and practices. Daily temperature checks will be required and each individual student-athlete will need to take their own using the personal thermometer given to them by the University.

COVID-19 Screening of Administrators, Coaches and Staff

All administrators, coaches and Department of Athletics staff members will be required to complete the same daily screening form and temperature check as student-athletes.

- **What are the written protocols for student-athlete and staff orientation/trainings regarding the transmission of COVID-19 and the handling of high-touch items?**

All student-athletes and athletics staff will receive the Department of Athletics “Guidelines for Return to Competition” document prior to arrival on campus. Additionally, all student-athletes and staff will be required to attend a virtual meeting and education session prior to arriving on campus pertaining to all new written guidelines and protocols including, but not limited to:

- i. expectations and adherence to all health and safety guidelines;
- ii. recognizing signs and symptoms of COVID-19;
- iii. hand washing and hygiene;
- iv. transmission of COVID-19;
- v. following all signage/details for entry to ATR (Athletic Training Room);
- vi. social distancing strategies;
- vii. facility guidelines;
- viii. event and facility operation procedures;

- ix. infection plan;
- x. sanitization plan; and
- xi. commitment to and cooperation with all guidelines pertaining to public and community safety.

- **How will the institution limit equipment-sharing?**

Student-athletes will use their own equipment when able depending on their respective sport. When utilizing their own equipment is not feasible because of the sport (i.e. basketball, soccer, volleyball, etc.) equipment will be frequently sanitized before, during and after all practices and competitions. Each student-athlete will be given their own reusable water bottle by the sports medicine staff and will be required to use only that during competition and practice. Strict sanitization protocols will be in place for the strength and conditioning center as that will be a high-contact area, but lifting workouts will be modified to limit equipment sharing as much as possible. Student-athletes will be educated on the necessity to limit equipment sharing and observing all guidelines.

- **How will the institution ensure team meetings are socially distanced with general safeguarding protocols?**

Locker rooms will be off-limits for team meetings or gatherings unless the space and the team's size (i.e. number of people) permit usage in conjunction with social distancing guidelines. Areas will be designated at each athletics facility as a team's specific meeting space and those locations must be used for all team gatherings. Those locations will be large and will have designated markings to assist with social distancing guidelines. Coaches may also conduct team meetings via Zoom to discourage large gatherings.

- **What is the institution's quarantine/isolation protocol for student-athletes who have tested positive for COVID-19, come into contact with those who have tested positive, or who have developed symptoms?**

Student-athletes who test positive for COVID-19 must self-isolate until cleared by the head team physician. Student-athletes who demonstrate symptoms must self-isolate until testing proves negative for COVID-19 infection. Student-athletes who have been deemed to have been in "contact" with a COVID-19 positive patient must be quarantined for 14 days.

- **How will the institution limit nonessential visitors, staff, volunteers, vendors, and media?**

Per MAAC (Metro Atlantic Athletic Conference) guidelines, no spectators will be permitted at any home athletics event. Athletics events will be streamed live on ESPN3 or ESPN+ or via BroncVision on the athletics website gobroncs.com to limit nonessential visitors and the media. The minimal amount of non-essential personnel required for an athletics event to be contested will be allowed, but those individuals will undergo screening and temperature checks prior to coming to campus.

- **How will student-athletes and athletic staff be educated on policies and protocols prior to arrival on campus?**

All student-athletes, administrators, coaches and staff members will be required to attend virtual training to review all COVID-19 health and safety guidelines and policies prior to arriving on campus. Education will be provided by senior athletics administrative staff and sports medicine personnel. Additionally, all student-athletes and athletics staff will also receive the Department's "Guidelines for Return to Competition" document prior to arrival on campus.

- **What are the institution's protocols for traveling for games or hosting teams in competition?**

Prior to departure to an away contest, a temperature check and COVID-19 signs and symptoms screening shall be performed on all student-athletes and staff. Any student-athlete or staff member with fever over 100.4 or any symptoms will not be allowed to travel and will immediately be referred for medical care and potential isolation. Screening shall be completed prior to arrival to host facility. A written form from both host and visiting institution detailing travel and host party clearance (or failure) shall be exchanged prior to arrival at the facility by the visiting team. Both teams will arrive dressed for competition and will not utilize locker rooms except post-competition for showers. Limits will be placed on the number of individuals allowed in the locker room to shower at a time.

- **How will the institution work with local, state, and conference partners to ensure the safety of student-athletes, employees, and other athletic stakeholders? If you submitted a plan to your conference, please share as an attachment.**

The Department of Athletics Task Force has been working in conjunction with Metro Atlantic Athletic Conference (MAAC) guidelines and incorporated certain policies into the "Return to Athletics Competition" document pertaining to competition start dates, spectator safety, travel and sports medicine policies among other areas pertaining to ensuring the safety of student-athletes, staff, etc. Additionally, members of the Department of Athletics Task Force have taken part in several video conferences and calls with members of the state and local partners to insure our guidelines meet all state, local and county policies for re-opening and safety.

12. Additional Information

We have adjusted our academic calendar to begin the semester several days earlier than scheduled. We will begin on August 31 and end in person instruction on November 24, to be followed by one week of remote instruction following the Thanksgiving break. Students will not return to campus until the beginning of the spring semester in late January, pending the status of the pandemic during the winter months.

We will also severely limit the number of in person extracurricular activities on campus during the fall semester, in accordance with state guidelines to limit large gatherings and events.