

SULC COVID-19 HEALTH AND WELLNESS REENTRY PLAN FALL 2021

Updated: June 28, 2021



SOUTHERN UNIVERSITY LAW CENTER

COVID-19 HEALTH AND WELLNESS GUIDELINES

In accordance with local, state, and federal guidelines, guidance from the Centers for Disease Control, the Southern University Law Center implements the following guidelines to help protect students and employees (e.g., faculty, staff, and administrators) from contracting COVID-19 and to help slow the spread of the disease at the Law Center. These considerations are designed to meet the unique needs and circumstances of the Law Center and local community, considering its size, student body, and its program of legal education. These considerations are meant to supplement—not replace—any state and local health and safety laws, rules, and regulations with which the Law Center must comply.

VACCINATIONS FOR COVID-19



VACCINATIONS

- The Law Center HAS NOT adopted a policy requiring students, faculty, and staff to be vaccinated prior to returning in the fall.
- However, vaccinations are highly recommended and encouraged.
- Studies show that COVID-19 vaccines are safe and effective at keeping you from getting COVID-19. Getting a COVID-19 vaccine will also help keep you from getting seriously ill even if you contract COVID-19.
- COVID-19 vaccination is an important tool to bring us closer to enjoying the activities you have missed.
- **ALL LAW CENTER STUDENTS, FACULTY, AND STAFF WILL CONFORM TO THE SAME COVID PROTOCOL, REGARDLESS OF VACCINATION STATUS.**

VACCINATIONS

- Students, faculty, and staff are encouraged to get vaccinated:
 - to allow for fewer cases of COVID-19 at the Law Center, and overall safety of the Law Center environment;
 - to allow for more in-person events, such as graduation, seated dining, etc.;
 - to have fewer disruptions to class attendance from isolations and quarantines; and
 - to allow for more increased interactions, in general, among students, faculty, and staff.
- For information on vaccine sites: <https://ldh.la.gov/COVIDvaccine-locations>

INCENTIVES TO GET VACCINATED

STATEWIDE INCENTIVES

Louisianans vaccinated against COVID-19 by July 31 Get a **“Shot At A Million”** in \$2.3 Million Lottery for Cash and scholarship prizes.

- Enter to win one of four \$100,000 prizes and the grand prize of \$1 million.
- Must receive at least one dose of the COVID-19 vaccination.

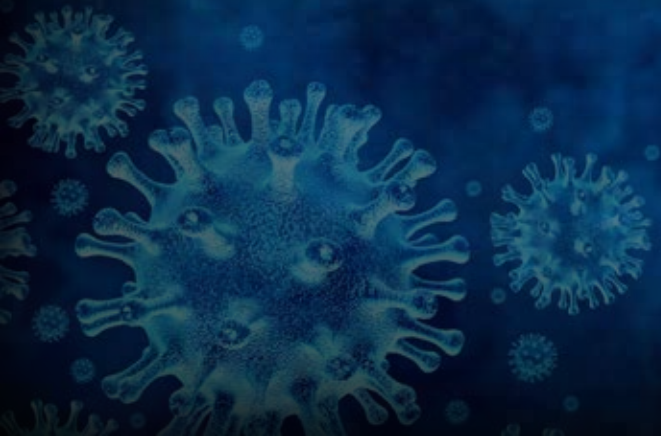
Schedule of Drawings:

July 14; July 21; July 28; August 4; and
enter by July 31, 2021 by 11:59 p.m. CDT for
the August 4 Grand Prize Drawing

Visit: ShotAtAMillion.com



TEMPERATURE CHECKS AND HIGH BODY TEMPERATURES



ON-SITE ASSESSMENTS



Each day upon entering the Law Center, all students, faculty, and staff must submit to a temperature check via thermometers or thermal imaging cameras.

- Anyone identified as having temperatures greater than **100° F** will be subject to additional temperature checks to verify the temperature is correct.



The Baton Rouge campus is no longer conducting temperature checks upon entering the campus.

STUDENTS, FACULTY, AND STAFF WITH FEVER/HIGH BODY TEMPERATURES

Students with fevers/high body temperatures will be further assessed. Depending on the outcome of the assessment, students may be required to leave the Law Center and test negative for COVID-19 prior to returning to the Law Center.

TESTING



COVID-19 TESTING

Who must be tested?

Symptomatic students, faculty, and staff must leave the Law Center immediately and must receive negative test results prior to returning.

- Symptoms include fever, coughing, sneezing, shortness of breath, etc.

Exposed students, faculty, and staff may not enter the Law Center and must test negative for COVID-19 prior to returning to the Law Center.

- Exposure is when a person has been within 6 feet of a positive case of COVID-19, for more than 15 minutes during the 48 hours prior to symptoms.

COVID -19 TESTING

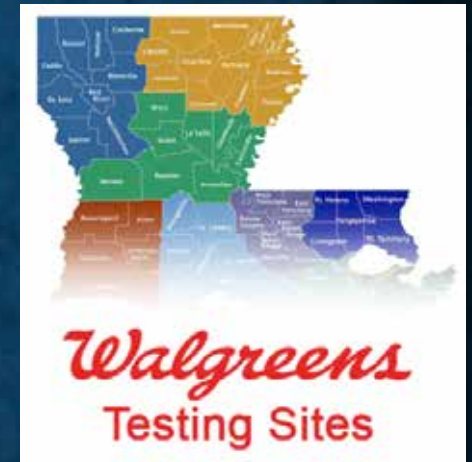
Walgreens Testing

The Louisiana Department of Health and Walgreens are partnering to provide COVID-19 testing by appointment at select **Walgreens** locations. These sites more than double the available 7-days-a-week testing locations for people to receive a test. LDH-Walgreens locations offer COVID-19 testing at no cost to the patient, though insurance information may be requested. You will not be billed if your insurance denies coverage.

Testing is available to people ages 3 and older. Appointments are required; make yours at walgreens.com/COVID19testing. Bring your personal ID to your appointment, as well as insurance information if you have it. Test results are available within 72 hours of test collection: by email if negative, or by email and a phone call if positive.

Review Louisiana Dept. of Health website for testing locations.

<https://ldh.la.gov/index.cfm/page/3934>.



SUBR STUDENT HEALTH CENTER

- **Students can receive testing for COVID-19 at the SUBR Student Health Center**
 - Call ahead to reduce wait times
 - Office Hours: Monday – Friday 8am– 5pm
 - Call: (225) 771- 4770
 - Email: studenthealthcenter@subr.edu.
 - Visit: www.subr.edu/studenthealthcenter.

LAW CENTER SAFETY MEASURES



HAND HYGIENE AND RESPIRATORY ETIQUETTE

Students are encouraged to wash hands frequently with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.

Students, faculty, and staff are encouraged to cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.



SOCIAL DISTANCING

Students must practice social distancing throughout the Law Center in all areas: Law Center atrium, library, classrooms, sitting, eating, talking. Reminders will be placed on floors and signs throughout the Law Center.



4 FEET



MANDATORY FACE COVERINGS

- All students, faculty, and staff are required to wear cloth face masks or face coverings in the Law Center at all times.
- Students may be allowed to temporarily remove face coverings to speak in class.
- Each student will be provided with a reusable cloth face mask.
- Please contact Dorothy Parker at dparker@sulc.edu if a medical condition prevents you from wearing a face mask/covering.



MANDATORY FACE COVERINGS

Keep the following rules in mind when wearing a face covering:

- Wash your hands before putting on your face covering.
- Put it over your nose and mouth and secure it under your chin.
- Try to fit it snugly against the sides of your face.
- Make sure you can breathe easily.
- Keep the covering on your face the entire time you're in contact with others.
- Don't put the covering around your neck or up on your forehead.
- Don't touch the face covering, and, if you do, wash your hands.

Students who fail to comply with one or more verbal warnings to wear a face covering at the Law Center may be required to convert to the virtual learning platform and/or be subject to discipline under the Code of Student Conduct. (This does not apply to students with ADA accommodations that exclude them from the mask mandate.)

SIGNS AROUND LAW CENTER

Please observe all signs and instructions around the Law Center.



ELEVATOR USE

Only two individuals on elevator at one time.



IN-PERSON CLASSROOM ATTENDANCE AND ETIQUETTE GUIDELINES



CLASSROOM SEATING

- Student seating complies with social distancing guidelines for IHE.
- Students will be seated 4 feet apart.
- Each seat is equipped with protective plexiglass shields.
- Classrooms are cleaned at least once daily.
- Classrooms are also equipped with supplies to assist students with cleaning their own seating area.



ASSIGNED STUDENT SEATING

Students are required to sit in the same seat the entire semester. This will help the administration determine with whom a student has come in contact in the event a student contracts COVID-19.



MASKS MUST BE WORN IN CLASS

Students and faculty are also required to wear face coverings during all in-person class sessions. Students who fail to comply with one or more warnings to wear a face covering in class, may be required to convert to a virtual learning platform. Students may temporarily remove the face covering to speak in class when necessary.

In lieu of a face covering, professors may wear a protective face shield in class, when lecturing, provided that he or she remains at least four feet away from students or behind a protective plexiglass shield.

PROFESSOR'S CONDUCT IN CLASS

Classroom podiums are outfitted with protective plexiglass shields. Classrooms also have portable plexiglass shields professors may use to walk around the classroom.

In lieu of a cloth face covering, professors may wear a protective face shield in class, when lecturing, provided that he or she remains at least six feet away from students or behind a protective plexiglass shield.

ATTENDANCE POLICY/GUIDELINES

Attendance of 80 percent of the scheduled in-person classes is a prerequisite to receive credit in a course. This policy will be enforced during the fall 2021 semester. Attendance will be taken in the customary manner by each professor.

- Symptomatic students should stay at home.
- Virtual instruction will be provided to students quarantined due to COVID-19 symptoms or diagnosis.
- If you learn you have been diagnosed with COVID-19, have symptoms, or have been exposed to COVID-19, please stay at home and notify professors and administration.

VIRTUAL ATTENDANCE AND ETIQUETTE GUIDELINES



ATTENDANCE REQUIRED

- 80% attendance is required for all online/virtual courses.
- Attendance tracking software will be used by the professor to track student attendance. The software also includes engagement tools to ensure ongoing student attendance in virtual classes.
- Students who do not respond to polls or other attendance and engagement measures used by the professor may be marked absent.

CLASS ABSENCES

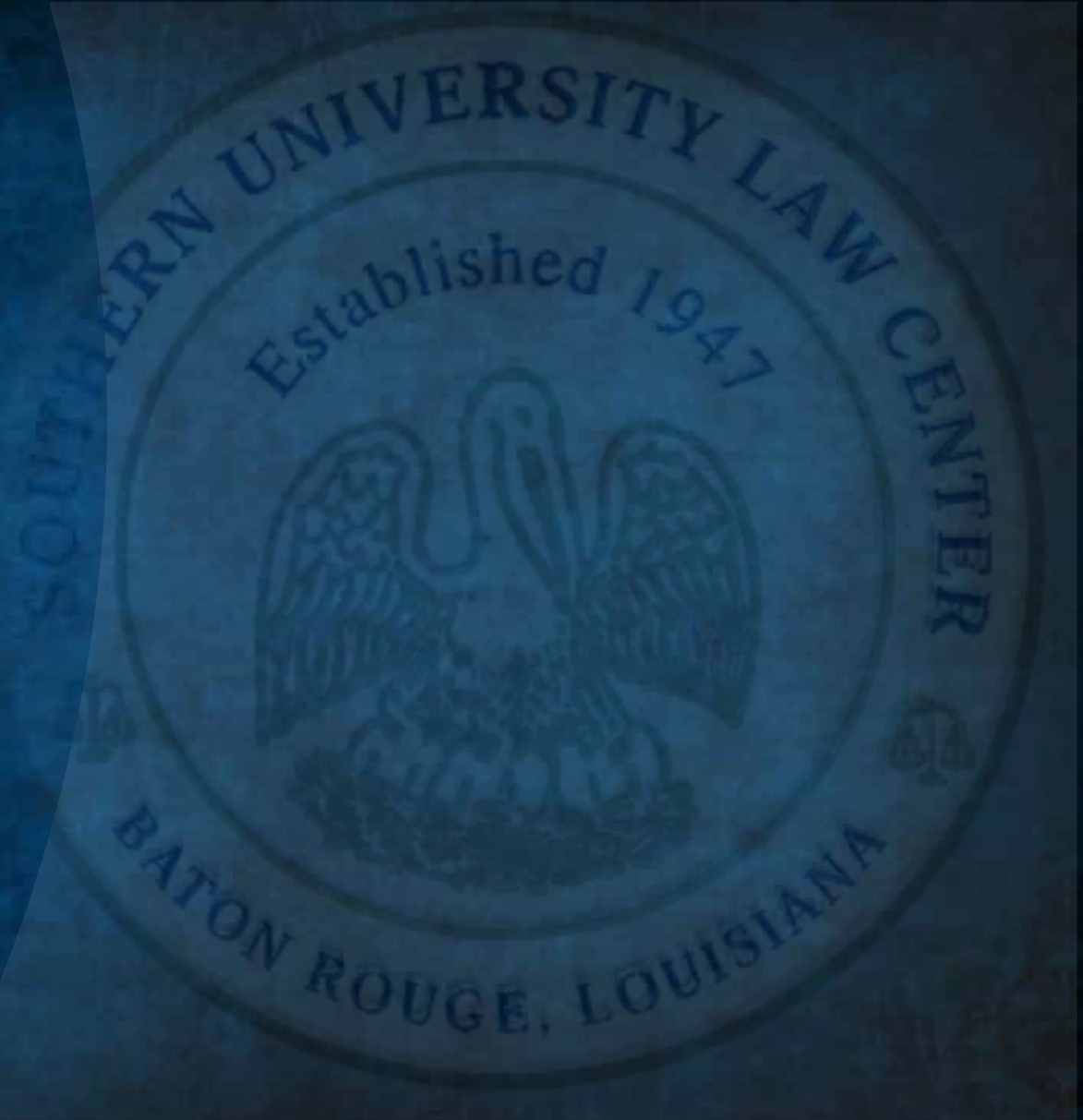
- Excessive absences will result in automatic administrative withdrawal from a course.
- Students who miss a class session may have an opportunity to view a recording of the class within a given timeframe; however, the student may be required to submit an assignment or other proof that the recorded class was viewed, as determined by the professor.

REDUCE DISTRACTIONS

- Students should create an at-home environment conducive to learning (desk, lighting, etc.).
- Students should attempt to reduce distractions during class sessions to focus on class content and instruction.
- A student may be required to deactivate his or her camera if that student's background environment is inappropriate or distracting to other students or professor.
- If the student chooses to use a virtual background, it should be the least distracting background.
- A student may be removed from the classroom if that student's conduct is disrupting or distracting to the class.



DUTY TO REPORT



DUTY TO REPORT

All student, faculty, and staff are required to report to the administration:

- 1) a positive diagnosis for COVID-19;
- 2) exposure to someone who has tested positive for COVID-19; or
- 3) that he or she is suffering from COVID-19 symptoms (fever, cough, shortness of breath, loss of taste or smell).

Exposure means you have come in close contact (within 6 feet for 15 minutes or more) during the 48 hours prior to showing symptoms.

- FACULTY STAFF REPORT AT: “EMPLOYEE COVID-19 REPORT FORM” UNDER FACULTY & STAFF DROPDOWN ON WEBSITE.
- STUDENTS REPORT AT “REPORT AN INCIDENT” ON LAW CENTER WEBSITE UNDER STUDENT SERVICES.

WHAT HAPPENS WHEN YOU ARE EXPOSED TO COVID-19

Students, faculty, or staff members who reports that they have been exposed to COVID-19, or are suffering from COVID-19 symptoms, must quarantine for 14 days.

- Must wait at least 5 days after exposure/symptoms before testing.
- A student, faculty, or staff member CANNOT test out of quarantine. Must complete the entire 14-day quarantine.
- If it is confirmed that a student, faculty, or staff member who is quarantined due to exposure or symptoms has not contracted COVID-19, then he or she may return to the Law Center after the completion of the 14-day quarantine period.

WHAT HAPPENS WHEN YOU ARE DIAGNOSED WITH COVID-19

Students, faculty, or staff who receive a positive diagnosis for COVID-19 must self-isolate for at least 10 days. All positive cases must isolate for at least 10 days.

He or she may not return to SULC Campus until they:

- test negative for COVID-19;
- are no longer symptomatic;
- have had no fever for at least 24 hours without medication.

RECEIVING CLASSES DURING ISOLATION OR QUARANTINE

All in-person classes will be recorded so that students in isolation or quarantine may view the classes.

Students viewing recorded classes may be required to answer questions or complete other assignments to verify that they have viewed the recorded class in order to be marked present for that day.

IMPORTANT: While other students may be allowed to view recorded classes, only students who are in isolation or quarantine with permission or at the direction of the administration may receive credit for attendance for viewing recorded classes.

MULTIPLE DIAGNOSES OF COVID-19 IN CLASS

In the event there are multiple cases of COVID-19 diagnosed in an in-person section of a course, the administration reserves the right to convert the entire section to virtual instruction.

REPORTING FORMS AND DOCUMENTS



STUDENT VERIFICATION FORM

Sets out the duties and obligations of each student during the existence of the global pandemic.

Students must verify that they understand the rules and will abide by the COVID-19 Safety Rules and Protocol.



SOUTHERN UNIVERSITY LAW CENTER
P.O. Box 9294
Baton Rouge, LA 70813

COVID-19 STUDENT SAFETY VERIFICATION FORM

Due to the coronavirus global pandemic, the Southern University Law Center has adopted protocol and procedure to help protect the safety of Law Center students, faculty, and staff. The safety plan is set out in the SULC Covid-19 Reentry Safety Plan in accordance with CDC Guidelines and other guidance from local, state, and federal agencies. Pursuant to this guidance, all students are required to:

- 1) Submit to a daily temperature check upon entry into the Law Center, or at other times as may be deemed necessary.
- 2) Wear a cloth face covering or mask daily at all times while present inside of the Law Center.
- 3) Report a positive diagnosis of Covid-19, known exposure to a positive case of Covid-19, or if you are suffering from Covid-19 symptoms, including fever of 100° or more.
- 4) Stay at home if you have a positive diagnosis of Covid-19, have been directly exposed to a positive case of Covid-19, or have symptoms of Covid-19, including fever.
- 5) To report others who you may observe with symptoms of Covid-19 or who are failing to comply with Covid-19 rules or protocol, including the mask mandate or social distancing mandate.
- 6) To maintain social distancing at all times while present inside of the Law Center, which is to remain at least 6 feet from other students, faculty, and staff whenever practicable.
- 7) To comply with all Covid-19 protocol and procedures as directed by Law Center administration or other authorized officials.
- 8) Take no action that negligently or intentionally exposes another student, faculty, or staff member to the coronavirus.

Any information provided to the Law Center regarding medical status, body temperature, medical diagnosis, or exposure to disease, as outlined above, are confidential medical records and will only be shared with necessary individuals under ADA and privacy laws.

By signing below, I _____ verify that I am aware of the SULC Covid-19 safety protocol and procedures, and will abide by the protocol at all times while present at the Southern University Law Center. I understand that failure to comply with the safety protocol could result in: 1) being denied access to the Law Center; 2) being required to convert to a virtual learning environment; or 3) being found in violation of the SULC Code of Student Conduct, Code One Offense of Intentional Bodily Harm to Another, or the Code Two Offense of Negligent Bodily Harm to Another.

SIGNATURE

DATE

ALL STUDENTS, FACULTY, AND STAFF HAVE A DUTY TO:

1. Submit to a daily temperature check upon entry into the Law Center, or at other times as may be deemed necessary.
2. Wear a cloth face covering or mask daily at all times while present inside of the Law Center, unless you are excluded from doing so for medical reasons.
3. Report a positive diagnosis of COVID-19, known exposure to a positive case of COVID-19, or if you are suffering from COVID-19 symptoms, including fever of 100° or more.
4. Stay at home if you have a positive diagnosis of COVID-19, have been directly exposed to a positive case of COVID-19, or have symptoms of COVID-19, including fever.
5. To report others who you may observe with symptoms of COVID-19 or who are failing to comply with COVID-19 rules or protocol, including the mask mandate or social distancing mandate.
6. To maintain social distancing at all times while present inside of the Law Center, which is to remain at least 4 feet from other students, faculty, and staff whenever practicable.
7. To comply with all COVID-19 protocol and procedures as directed by Law Center administration or other authorized officials.
8. Take no action that negligently or intentionally exposes another student, faculty, or staff member to the coronavirus.

FAILURE TO COMPLY WITH PROTOCOL

Failure to comply with COVID-19 safety protocol could result in:

- 1) being denied access to the Law Center;
- 2) being required to convert to a virtual learning environment; or
- 3) being found in violation of the SULC Code of Student Conduct, Code One Offense of Intentional Bodily Harm to Another, the Code Two Offense of Negligent Bodily Harm to Another, or the Code Three Offense of Failure to Comply with Law Center Order.

PRIVACY AND CONFIDENTIALITY

- The results of any testing, including temperature checks, is private medical information and is subject to all federal laws for maintaining confidentiality of student records. Information will only be shared with necessary parties.

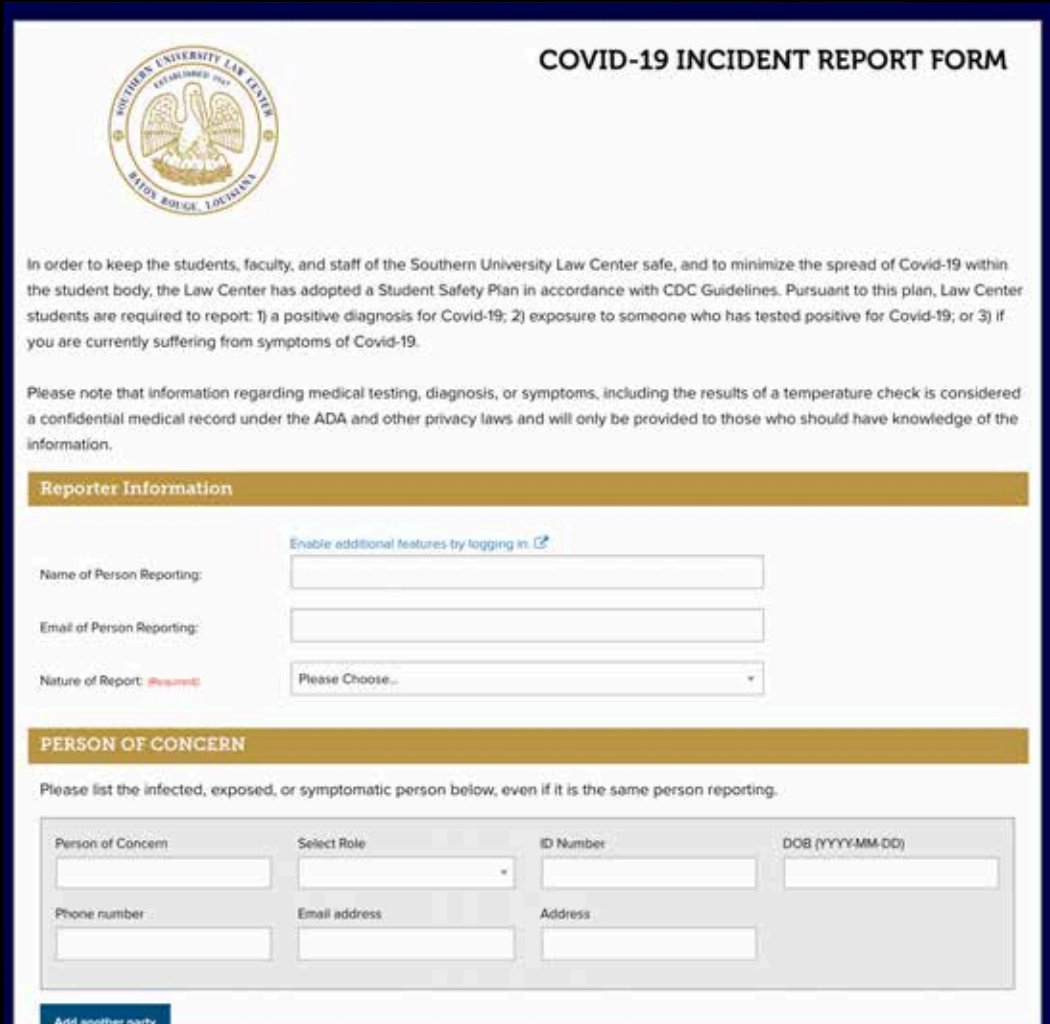
HOW TO REPORT

STUDENTS:

Must complete the report form, which includes space to list those with whom you have come in direct contact.

Must include a copy of the positive diagnosis.

Forms are available on the SULC website under “Report an Incident.”



SOUTHERN UNIVERSITY LAW CENTER
ESTABLISHED 1967
STATE POLICE, LOUISIANA

COVID-19 INCIDENT REPORT FORM

In order to keep the students, faculty, and staff of the Southern University Law Center safe, and to minimize the spread of Covid-19 within the student body, the Law Center has adopted a Student Safety Plan in accordance with CDC Guidelines. Pursuant to this plan, Law Center students are required to report: 1) a positive diagnosis for Covid-19; 2) exposure to someone who has tested positive for Covid-19; or 3) if you are currently suffering from symptoms of Covid-19.

Please note that information regarding medical testing, diagnosis, or symptoms, including the results of a temperature check is considered a confidential medical record under the ADA and other privacy laws and will only be provided to those who should have knowledge of the information.

Reporter Information

Enable additional features by logging in: [Log In](#)

Name of Person Reporting:

Email of Person Reporting:

Nature of Report: (Required)

PERSON OF CONCERN

Please list the infected, exposed, or symptomatic person below, even if it is the same person reporting.

Person of Concern	Select Role	ID Number	DOB (YYYY-MM-DD)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone number	Email address	Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

[Add another party](#)

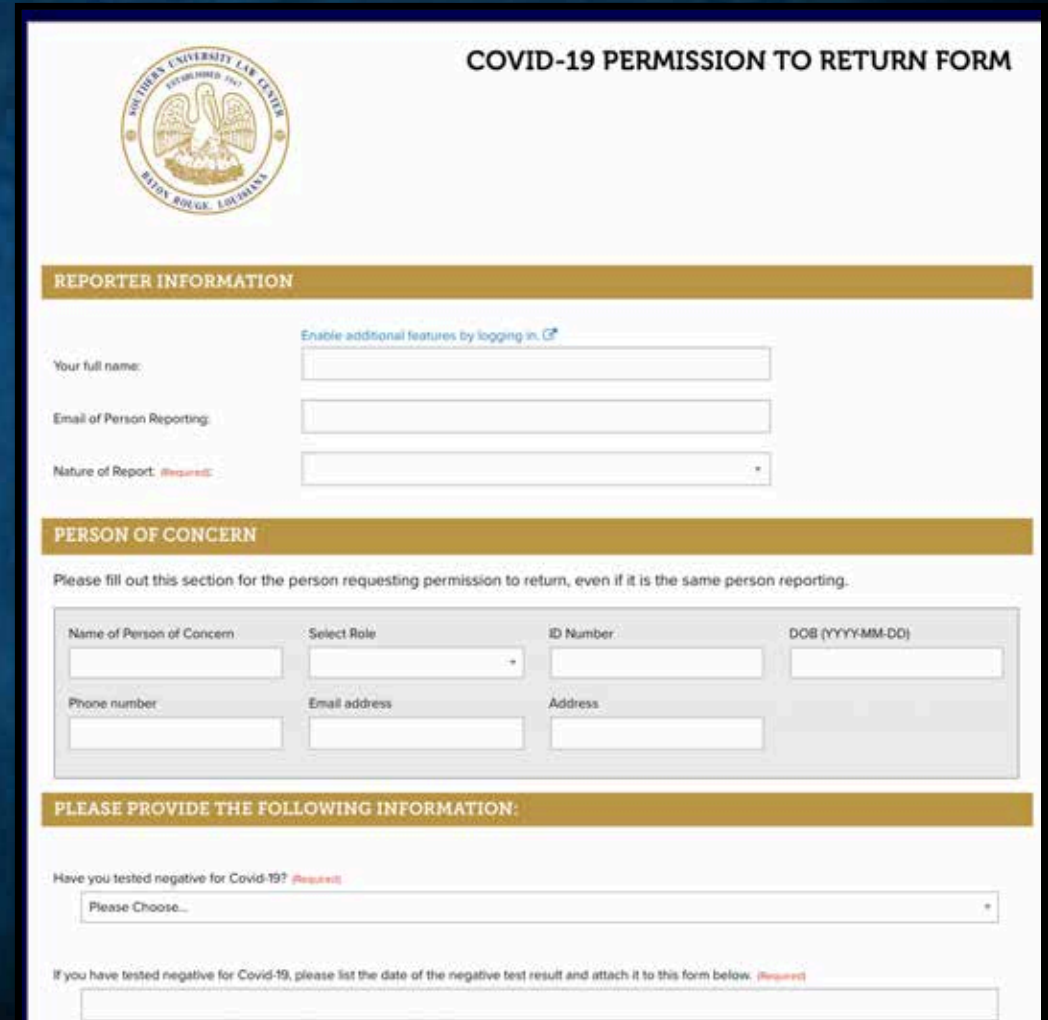
PERMISSION TO RETURN TO SCHOOL

STUDENTS:

To return to school after quarantine or isolation:

- Must test negative for COVID-19;
- Submit a copy of the negative test results; and
- Complete the Permission to Return Form.

Forms are available on the SULC website under “Report an Incident.”



The screenshot shows the 'COVID-19 PERMISSION TO RETURN FORM' from the Southern University Law Center. The form is divided into several sections:

- REPORTER INFORMATION:** Includes fields for 'Your full name:', 'Email of Person Reporting:', and 'Nature of Report: (Required:)' with a dropdown menu. A link 'Enable additional features by logging in.' is also present.
- PERSON OF CONCERN:** Includes a note 'Please fill out this section for the person requesting permission to return, even if it is the same person reporting.' and a table with fields for 'Name of Person of Concern', 'Select Role', 'ID Number', 'DOB (YYYY-MM-DD)', 'Phone number', 'Email address', and 'Address'.
- PLEASE PROVIDE THE FOLLOWING INFORMATION:** Includes a field for 'Have you tested negative for Covid-19? (Required:)' with a dropdown menu and a text area for 'If you have tested negative for Covid-19, please list the date of the negative test result and attach it to this form below. (Required)'.

HOW TO REPORT

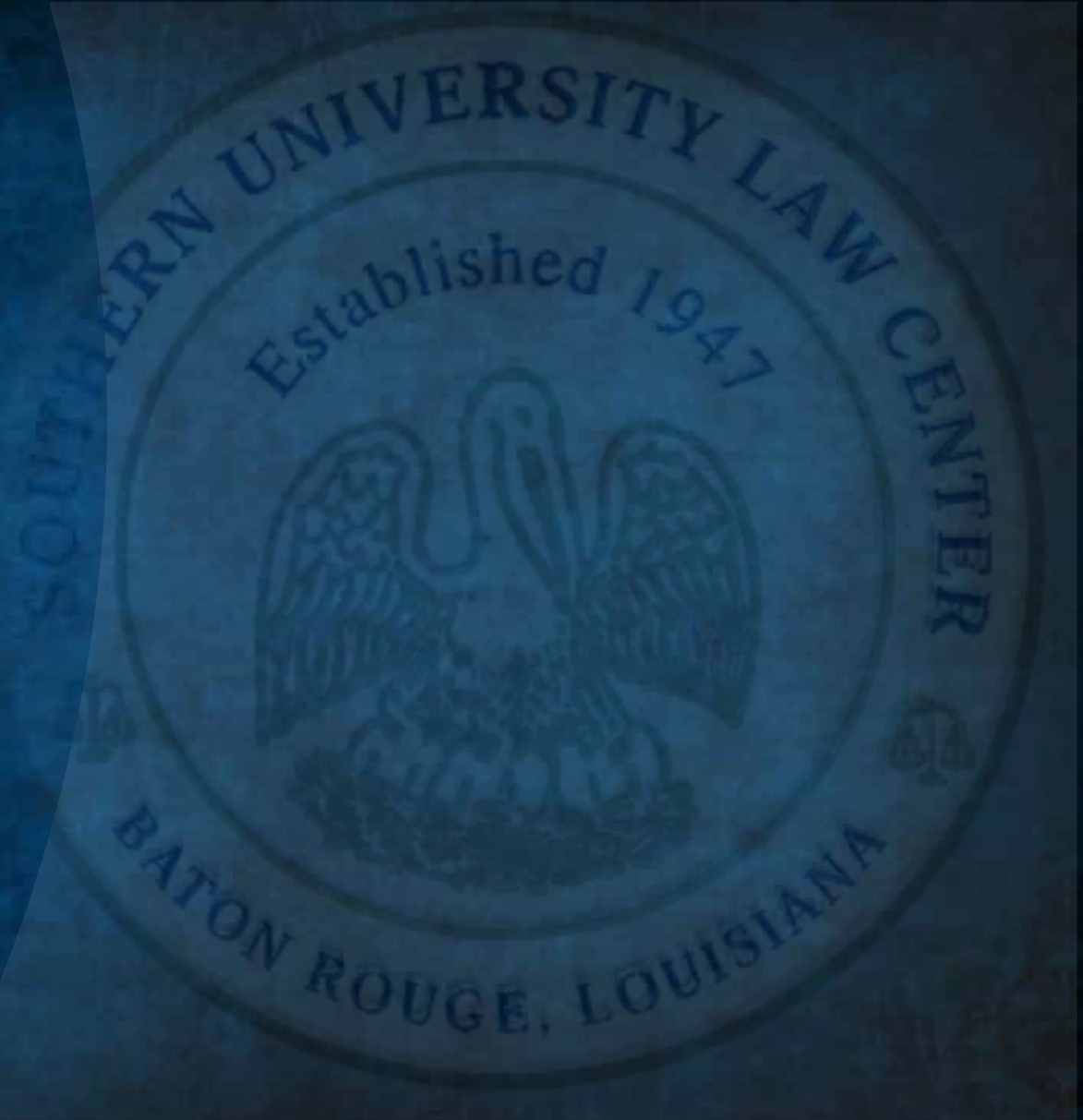
FACULTY/STAFF

Must complete the report form on the SUBR website. A link is located on the SULC website under “Employee Report Form.”

Must include a copy of the positive diagnosis.



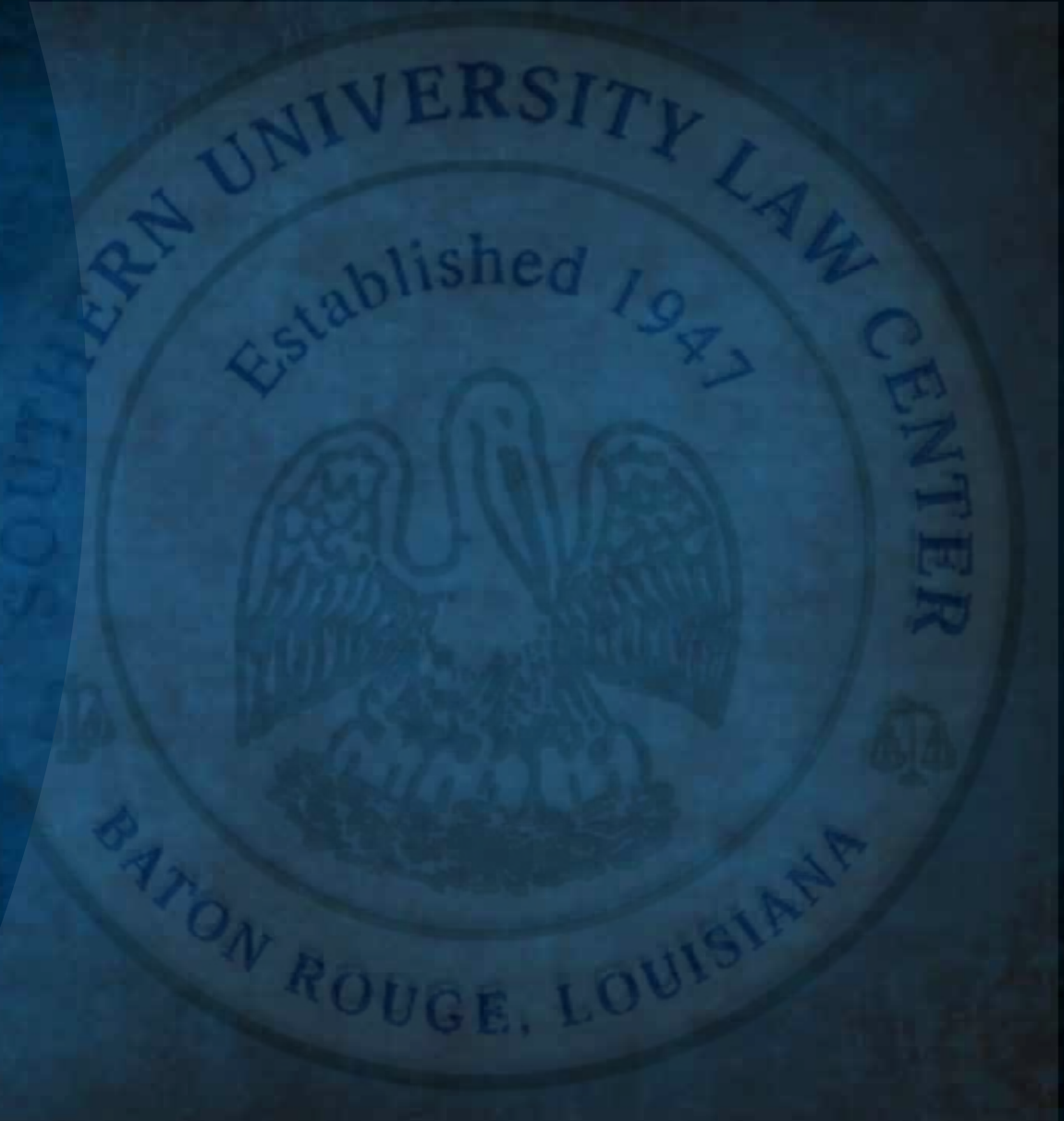
IN-PERSON ORGANIZATION EVENT GUIDELINES



ORGANIZATION IN-PERSON EVENTS

- All student events must be approved by the OSA.
- Attendance must be limited to allow for at least 4 feet of social distancing between each attendee.
- Attendees must wear masks and comply with all other safety rules.
- It is recommended that food be in the form of box lunches, with limited exceptions.

OTHER INFORMATION



FLU SHOTS

It is recommended that all students, faculty, and staff get flu shots this fall to help reduce the number of individuals with symptoms that may be attributed to COVID-19 and to reduce the strain on the healthcare system.

SUPPORT COUNSELING

- Support counseling services will be provided to students to address emotional or psychological issues resulting from impact of the pandemic. Please contact the Mental Health Therapist, Gina Signorelli at GSignorelli@sulc.edu.
- All student accommodation issues should be handled through Dorothy Parker at dparker@sulc.edu.

REFER QUESTIONS TO:

If you have questions about the content of this presentation, please contact the Office of Student Affairs at studentaffairs@sulc.edu.

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