

University of Central Florida Reopening Campus Plan

Knights Rise to the Challenge

While the University of Central Florida and the entire world continue to face challenges from COVID-19, it is critical that we take care of each other and ourselves. Knights are known for our optimism, ingenuity and true compassion for those around us. That compassion allows us to understand that many people are struggling from the impacts of the virus, and everyone has been affected in some way. Our UCF community is interconnected and, collectively, we must continue to support each other.

In the pages that follow, you will find UCF's plan for responding to COVID-19 and how we will begin returning to campus. In all our efforts, our first priority is the health and well-being of our campus community and visitors. We will be flexible, practicing patience and care for each other, as well as adapting our plans if conditions change. We do our best planning together. That is why we sought the collective thinking of our students, faculty and staff in creating this plan. From virtual town halls and surveys, we gained insight into how COVID-19 is affecting those who live, learn and work on our campus and in our community.

Many in our campus community are eager to return to campus, while others may need to continue to learn and work remotely. We will continue to foster community across all of our campuses, in-person and virtually, in new and innovative ways. We will follow new health measures and take personal responsibility as part of our efforts to prioritize health and well-being.

To create a comprehensive path forward for UCF, multiple teams collaborated to develop our return to campus plan focused on the health and well-being of our campus community. Our planning explored multiple scenarios, which will enable us to change direction if conditions or the guidance of government and public health officials evolve. Guidance from the UCF Board of Trustees and the State University System Board of Governors, as well as recommendations from the Centers for Disease Control and Prevention, the Florida Department of Health and other government and public health officials were critical to our planning efforts.

Our plan is not an end point, but rather a starting point. This plan will continue to evolve to respond to changing condition or new guidance. At UCF the optimistic spirit and sense of community gives us confidence that we will emerge a stronger institution. Because, in everything at UCF, Knights always rise to the challenge and Charge On!

Executive Summary

Over the last few months, Knights have worked tirelessly to respond to the pandemic and plan for the short and long-term impacts that will be left in its wake. This plan outlines

efforts by many university members to develop a flexible approach to re-open campus while considering adjustments if conditions improve or worsen. While this plan and health measures will be implemented at all our campuses, the expectation is that this plan will guide addressing the unique needs and challenges within our programs, spaces, and campus locations. By committing to a caring culture that starts with our personal behavior and acceptance of responsibility to our community, this plan prioritizes the health and well-being of all our students, faculty, staff, vendors, volunteers, and visitors and provides a roadmap for continuing to provide exceptional academic, research, and athletic programs and services.

Summary of UCF Plan Highlights

- ✓ UCF anticipates re-opening campus for the fall semester.
- ✓ Planning incorporates thought leadership from various work groups that include representation from faculty, staff, students, and external stakeholders.
- ✓ Re-opening will respond to federal, state, and local government guidance in place at the time of UCF's reopening and be guided by health and medical professionals.
- ✓ UCF will provide updates to the campus community via the university's dedicated COVID-19 websites, <https://www.ucf.edu/coronavirus/> and <https://www.ucf.edu/coronavirus/returning-to-ucf/>, through campus messages, social media, and more. UCF will also answer questions submitted to covid19questions@ucf.edu

A Healthy Campus Environment

- ✓ UCF will adhere to the core principle of focusing on the health and well-being of faculty, staff, students, vendors, volunteers, and visitors across all planning.
- ✓ Face coverings will be required in university buildings as outlined in university policy, and building capacity (excluding classrooms, laboratories, and health care environments) will be limited to 30% during the initial phase of repopulation; a second phase increase to 50% capacity will be targeted to begin prior to the start of fall semester.
- ✓ While return to campus will be permissible, managers and supervisors will be flexible and allow employees to continue remote work to address at-risk needs or where productivity can be maintained from home.
- ✓ Prior to returning to campus, faculty, staff, and students will be required to complete return to campus training to ensure understanding of university procedures and protocols.

- ✓ Student-athlete participation in organized activity as well as the return of spectators to athletic competition are dependent on state and local guidance as well as plans developed by the American Athletics Conference.
- ✓ Students will return to on-campus housing for the fall semester.
- ✓ UCF will have a reduction in housing occupancy that includes shifting a select number of doubles to singles.
- ✓ A hybrid strategy for fall events and activities will offer virtual participation options to students, limit frequency and size of face-to-face interactions, and leverage alternatives (e.g. outdoor spaces) to promote physical distancing.
- ✓ UCF leadership continues to partner with Greek organizations with both on-campus and off-campus housing to assist with development of plans that promote health and well-being.
- ✓ Plans will address housing and bed capacity, cleaning protocols, common space protocols and expectations, social event plans, and, where applicable, dining arrangements.
- ✓ With the return of students, faculty, and staff, enhanced cleaning and disinfection will occur across campus with increased cleaning frequency in common areas and high-touch point areas consistent with CDC guidance to institutions of higher education.

A Healthy Community Environment

- ✓ Planning and communications include a commitment to a caring culture that starts with personal behavior and the acceptance of responsibility by students, employees, vendors, volunteers, visitors, and our surrounding community members.
- ✓ UCF's planning included epidemiologist from the Orange County, Florida Department of Health.
- ✓ Shared with managed housing communities and other local apartments UCF's health measures including requiring facial coverings and physical distancing and encouraged similar approaches.
- ✓ UCF worked closely with local partners such as the Orange County Economic Recovery Task Force to understand proposed reopening strategies and
- ✓ Shared strategies with Disney, Universal, Lockheed Martin, and other community partners as part of a collaborative approach to identifying best practices focused on mitigating risks from COVID-19.
- ✓ UCF will continue to serve as an "Influenza Sentinel" for the state of Florida and support other prevention and mitigation strategies developed by the Florida Department of Health for other infectious diseases.

COVID-19 Virus Testing

- ✓ UCF will conduct population (cohort) screening to help identify persons who may be unaware of their illness by implementing a targeted testing approach focused on cohort and closed populations (e.g. students returning to university housing and student athletes).
- ✓ UCF has partnered with AVENTUS BioLabs to make COVID-19 testing readily available at its main campus and its Lake Nona medical campus.
- ✓ Data will be leveraged to estimate prevalence of COVID-19 and predict potential for outbreaks on campus. The health surveillance data will be used to identify and respond to potential hotspots on campus.
- ✓ To prioritize individuals who warrant testing, developed an application to provide daily education and screening for all faculty, students, and staff including identifying those who may be traveling to UCF from geographic areas with significant transmission of COVID-19.
- ✓ UCF continues its partnership with area health organizations to monitor the capacity of local hospitals and healthcare systems. This metric along with other key indicators provide a barometer to local officials and university leadership regarding changes in the COVID-19 risk environment.
- ✓ Housing residents will be tested upon their return to campus and strategies will be implemented to promote physical distancing during and after the move-in process.
- ✓ UCF collaborated with fellow institutions from around the State University System of Florida to share information regarding a testing, tracing, and health surveillance approach and to support the development of university protocols via an exchange of ideas.

Contact Tracing and Surveillance

- ✓ In partnership with the Florida Department of Health, a contact tracing program has been designed that will be staffed by UCF student volunteers.
- ✓ As part of UCF's contact tracing efforts, a COVID Contact Tracing Committee will be established and will meet frequently to coordinate contact tracing at UCF with the Florida Department of Health (DOH).
- ✓ Protocols in place for presumptive or actual positive cases include sanitizing and general cleaning aligned with the university's illness response matrix, reserving dedicated spaces for isolation or quarantine of housing residents, meal delivery, assistance with temporary academic accommodations, and other services as needed.

- ✓ Metrics such as the rate of new infections, symptom surveillance, randomized testing, and randomized or targeted population screening will be used to monitor rates of infection.
- ✓ By use of surveillance, potential hot spots on campus may be identified. In so doing, there will be a coordinated public health response with the Florida Department of Health to identify and mitigate risk in those areas which may lead to tighter social distancing and behavioral restrictions.
- ✓ UCF will publish a dashboard to communicate positive case numbers on campus.
- ✓ Policies and procedures have been developed to govern the contact tracing process, which includes response to positive cases identified.

Academic Program Delivery

- ✓ UCF has developed a plan to creatively deliver the academic experience via alternative instructional formats and a combination of face-to-face, hybrid, and online delivery modes.
- ✓ All faculty are being encouraged to plan courses so that students who fall ill or become quarantined will be able to continue in the class.
- ✓ Consistent with university principles and measures, faculty and students at elevated risk for severe illness from COVID-19 are encouraged to continue instruction and learning remotely.
- ✓ UCF will transition to remote instruction after Thanksgiving break.
- ✓ Classroom capacity has been modified to support physical distancing and courses that do not fit within available space on campus will be taught remotely.
- ✓ The UCF Division of Digital Learning will leverage its online learning faculty development expertise to provide training to effectively deliver academic programs in the fall.
- ✓ Academic leadership in conjunction with college deans categorized fall course offerings based on class characteristics to determine the priority for face-to-face instruction.
- ✓ The academic delivery plan remains flexible; communication to students, faculty, and staff will emphasize change may be needed to adjust to evolving health conditions on campus and in the campus community.

UCF Reopening Plan

This plan is a summary of UCF's Return to Campus Plan and is aligned with the elements of the Board of Governor's *Blueprint for Reopening Campus for Fall Semester 2020* as of June 12, 2020. UCF's Return to Campus plan is available online <https://www.ucf.edu/coronavirus/document/return-to-campus-plan/>.

Planning

The Emerging Issues and Crisis Response Team (EICRT) provides leadership prior to and during an emerging issue, crisis, or university incident. EICRT was activated the beginning of February to respond to the developing pandemic that eventually resulted in a rapid transition to remote instruction and work. In early April, EICRT shifted focus to scenario development, which outlined the best, base, and worst case to allow for longer-term planning for financial, operational, and policy impacts. The EICRT team received regular updates and worked in conjunction with the Emergency Operations Center (EOC), the Florida Department of Health (DOH), and other state and local government agencies to facilitate pandemic response under the university's pandemic plan.

The EOC consists of representatives from approximately 30 areas across the university who work together to respond to an incident, including identifying and addressing resource needs, coordinating response efforts, and communicating status updates to leadership and representative areas. Under the university's pandemic plan, the associate vice president for Student Health Services served as the incident lead and provided medical guidance across all planning and coordination with the Florida Department of Health.

As federal and state planning for reopening began, in late April EICRT commenced deliberate planning for a possible return to campus in Fall 2020. The primary focus across all planning efforts was the health and well-being of faculty, staff, students, vendors, volunteers, and visitors, guided by advice from medical and health professionals. Equally important to the university's planning was maintaining the university's unwavering commitment to accessible, affordable, high-quality academic programs and services.

The following guiding principles were developed to guide the university's planning efforts:

- **Focus on the health and well-being of our faculty, staff, students, vendors, volunteers, and visitors across all planning. (Core Principle)**
- Design a phased approach that will allow us to hold steady, tighten restrictions, or make changes to reflect new guidance.
- Do not force employees or students to return to campus if they are at risk, and where possible allow remote work and remote learning opportunities.
- Support work and course schedules that maintain physical distancing and consider hybrid schedules that blend both on-campus and online options.
- Remain flexible and quickly adjust as new data become available or conditions in our region change.

A Healthy Campus Environment

UCF's faculty, staff, and students continued to Charge On through the many challenges of COVID-19 and quickly adapted how they worked and learned. With nearly 14,000

employees and over 68,000 students, there is no one-size-fits-all model for returning to campus. While this plan and health measures will be implemented at all of our campuses, the ongoing local planning will include addressing the unique needs and challenges within our programs, spaces, and campus locations.

Preparing UCF's workplace and workforce for returning to campus and the "new normal" requires our university community to work together. Recognizing the pandemic may have a greater impact on some members of the campus community, UCF has identified resources to provide support to its faculty, staff, and students during this time. To be successful, we must be committed to a caring culture that starts with our personal behavior and acceptance of responsibility. The university will take several actions to provide a working and learning environment that fosters the health and well-being of our university community. Everyone will need to tackle some personal inconveniences, take personal responsibility, and adopt the health measures necessary to promote health and well-being. We will need to remain flexible and remain focused on the health and well-being of our faculty, staff, students, vendors, volunteers, and visitors.

As we Armor Up to return to campus, key tenets of our plan include:

Health and Well-Being Measures

To address the core principle of focusing on the health and well-being of our faculty, staff, students, vendors, volunteers, and visitors across all planning, health measures were developed based on CDC and OSHA guidance.

The following health measures are required of all members of the university community including visitors:

- Face coverings are required to be worn in all inside common spaces or when in close proximity to others;
- All members of the university are to practice 6 feet of physical distancing to the greatest extent possible;
- Those with increased risk of severe illness or over the age of 65 are encouraged to continue to work and learn remotely until further notice;
- All faculty, staff, and students will be required to complete education prior to returning to campus; Increased cleaning of common touchpoints, bathrooms, and common areas will remain in place until further notice;
- Testing, tracing, and response to illness protocols will be established to respond to potential cases of COVID-19 in coordination with the Florida Department of Health (and, as applicable, other health authorities);
- All members of the community are to follow good hygiene guidance such as regular hand washing, avoiding touching your face, and disinfecting touched items; and

- Take personal responsibility by following all health measures, including remaining at home when ill.

Policy and Enforcement

To further establish the expectations for returning to campus, an emergency university policy was developed to implement the health measures outlined in this plan and to provide for the clear communication of enforcement steps for non-compliance. The policy applies to all members of the university community, including individuals and contractors that conduct business with the university, and campus visitors. The policy applies to all facilities on all campuses of the university, as well as operations of the university within facilities controlled by the university.

The policy will live online and will be updated to reflect changes in federal, state, and Board of Governors' guidance or changing health conditions. The emergency policy is accessible online at <https://policies.ucf.edu/documents/PolicyEmergencyCOVIDReturnPolicy.pdf>. Individuals who violate the policy will be given an opportunity to correct their behavior and may be asked to repeat training. Repeated acts of non-compliance will result in the individual's removal from campus until compliance is achieved. Continued non-compliance may result in disciplinary action for faculty, staff, and students, up to and including separation from the university. UCF will utilize existing disciplinary action regulations and policies for faculty, staff, and students.

UCF hopes to achieve compliance through a culture in which Knights are dedicated to protecting each other's health and well-being. We will provide guidance to faculty and staff who will be on the front lines of enforcement, and we will be focused on ensuring the new requirements are enforced equitably.

Education

All faculty, staff, and students returning to campus will be required to complete training that outlines the university's health measures, including effective hand washing, physical distancing, proper use and care of face coverings, and taking personal responsibility while caring for yourself and others.

Facilities and Supplies

In addition to our health measures, UCF has been steadily preparing its facilities to provide a working and learning environment that fosters the health and well-being of our university community by:

- ❖ Installing hand sanitizer stations and touchless devices, including faucets and step and pulls on doors. Installing plexiglass in public facing areas and in spaces requiring additional barriers.
- ❖ Enhancing efforts to improve university buildings' heating, ventilating, and air conditioning (HVAC) systems. Measures being taken address ventilation, filtration,

administrative controls, and sterilization technology. UV-C technology is currently being installed in select high-density instructional, administrative offices, and operational support buildings.

- ❖ Enhancing cleaning protocols to include the initial deep cleaning of offices, common areas, and classrooms completed in May. All common areas and high touch point areas will be cleaned twice per day with a deep cleaning of bathrooms. All classrooms will be cleaned daily prior to classes beginning and disinfected every two weeks.
- ❖ Ordering and centrally tracking resource supplies such as facial coverings and masks, hand sanitizer, and cleaning supplies.

Faculty and Staff

Where possible, UCF will provide flexibility for employees requesting to continue remote work. Employees who can continue to work remotely will be encouraged to do so, especially those at high risk of complications from COVID-19 or who may be taking care of someone at high risk.

- ❖ Employees are required to stay home if they are sick or if any person living in the same residence is sick with COVID-19 symptoms.
- ❖ Faculty and staff will have access as needed to UCF's Employee Assistance Program for support and resources to address concerns or challenges that may affect employee well-being and performance. The program provides employees with a 24-hour emergency hotline as well as the option for telephonic or video counseling sessions. Faculty and staff can call 877-240-6863 or go to [HealthAdvocate.com/members](https://www.healthadvocate.com/members) for support through UCF's Employee Assistance Program.
- ❖ Managers and supervisors will coordinate workplace furnishings and activities to allow at least 6 feet between employees, or between employees and other persons, for example, contractors or visitors. This also applies to shared offices without partitions, break rooms, conference rooms, and other spaces. Cubicles with wall partitions of less than 6 feet height will also require 6 feet between workers.
- ❖ Scheduling of employees will adhere to capacity limits and physical distancing. For offices (excluding classrooms, laboratories, and health care environments), supervisors will be responsible for maintaining an office occupancy at or below 30 percent capacity in the initial phase. A second phase increase to 50 percent capacity is targeted for July and supervisors may increase occupancy as long as physical distancing is maintained. For office settings such as cubicles or shared workspaces that are close together, distances of at least 6 feet between employees in the office at all times is required.

Student

- ❖ All faculty are being encouraged to provide flexibility so that students requesting the ability to learn remotely can do so. Students at high risk of complications from COVID-

19 or who may be taking care of someone at high risk should continue to learn remotely.

- ❖ Students will be required to stay home if they are sick or if any person living in the same residence is sick with COVID-19 symptoms.
- ❖ Students have access as needed to UCF's Counseling and Psychological Services (CAPS) aimed at minimizing the interruption to learning caused by mental health concerns. CAPS has catalogued helpful information and tools focused on coping during COVID-19 and offers assessments and counseling via telephonic or video sessions. Students who need assistance, including after hours, can reach out to CAPS by calling 407-823-2811 or visiting <http://caps.sdes.ucf.edu>.

Athletics

UCF Athletics aims to positively transform the lives of our students academically, athletically, and personally through a nationally competitive intercollegiate athletics program that enhances the reputation and visibility of the University. UCF Athletics represents an integral part of the campus fabric and supports UCF in achieving its goals through impactful, positive exposure. Consistent with the guiding principles established by UCF, the health and well-being of student-athletes, coaches, and staff is a top priority for UCF Athletics as planning occurs to return to the field, court, and athletic facilities. As leadership prepares for a phased return, a plan has been developed that aligns with university efforts.

Several elements of UCF Athletics' return-to-campus plans include the requirement to stay home if sick, daily wellness self-screenings, pre-return training for coaches and staff, continuation of virtual meetings, physical distancing when face-to-face interactions do occur, face coverings required in Athletics buildings, and enhanced cleaning protocols focused on frequent touchpoints, restrooms, and common areas. In addition, UCF Athletics will implement the following protocols:

- ❖ All athletic facilities will remain locked and a single point of entry will be designated to manage building access and administer the on-campus wellness screening process for student-athletes and staff.
- ❖ Student-athletes will be grouped into small cohorts for activities to minimize potential for cross-contamination.
- ❖ Workout schedules (including cardio and weightlifting sessions) will be staggered to promote physical distancing. Coaches will wear masks during indoor training sessions when physical distancing cannot be maintained.

Student-athletes will return in waves. Each student-athlete will be tested for COVID-19 prior to engaging in on-campus activity and, assuming a negative test result, spend the first few days completing physicals and various screening and education activities. The first wave of student-athletes – approximately 60 football players – returned on June 1, 2020.

The next wave of returning student-athletes would include additional football players, men's basketball players, and women's basketball players in late June, if allowable based on federal, state, local, and university guidance. Return for additional intercollegiate sports will follow the same protocols as outlined for current waves of student-athletes.

As UCF Athletics awaits guidance from state and local officials, the American Athletic Conference, and the National Collegiate Athletic Association regarding resumption of student participation in organized athletic activity and return of spectators to athletic competition, the athletics working group has outlined the multitude of considerations (e.g. tailgating, parking, fan requirements, seating, ingress/egress, etc.) that will be reviewed when a path is set by the appropriate governing bodies.

Housing

On-campus residential housing represents a critical component of the student experience. UCF is committed to providing an opportunity for students to reside on campus in an environment guided by health and well-being measures. Fall residential housing plans were developed considering recommendations from UCF Health Services, Florida Department of Health (DOH), World Health Organization (WHO), and the Centers for Disease Control (CDC).

Housing will shift from full to reduced occupancy, which includes partial double occupancy and a contingency plan for single occupancy. The targeted occupancy rate is 93% compared to occupancy rates of 99.9% for prior years. All students returning to university-owned housing will be tested upon arrival at UCF and will quarantine pending results. A total of 52 isolation/quarantine spaces will be held in reserve for students who are presumptive or have tested positive for COVID-19. Additional steps include:

- ❖ Housekeeping will conduct disinfection of all residential community spaces two weeks prior to the residents returning. Deep cleaning of walls, upholstery, carpets, HVAC (deep clean units, change filters) will be completed as part of the move-in process.
- ❖ The move-in process will be modified to include expansion of move-in timeline to support a phased approach, limitation of non-resident participants during the move-in process, and utilization of innovative solutions to conduct certain processes in a contactless format (e.g. electronic room condition reporting).
- ❖ Virtual engagement strategies implemented to minimize congregation including continuation of residential curriculum strategies in a virtual environment and sponsored virtual events to interact with residents (e.g. virtual movie night).
- ❖ Protocols in place for presumptive or actual positive cases include sanitizing and general cleaning aligned with the university's illness response matrix, dedicated spaces for residents who cannot return to their permanent residence for self-isolation and/or self-quarantine, meal delivery option for self-isolated/self-quarantined residents, assistance with temporary academic accommodations, and other services as needed to

support the resident during isolation/quarantine period. A resident will remain isolated /quarantined until medically cleared.

Student Activities

Student engagement is a cornerstone of the college experience and planning efforts seek to build a hybrid student life and student engagement program for the fall. The plan addresses various components of the student experience, including recruitment, student services, events, recreation, and student activities through a thoughtful phased approach with health and well-being serving as the cornerstone. The approach incorporates:

- ❖ A customized introduction to UCF for potential undergraduate students including virtual information sessions; virtual one-on-one meetings with students and parents; self-guided campus tour experiences; and smaller, more personalized tour groups that comply with university guidelines and timing on gatherings.
- ❖ Continuation of virtual offerings for career services, counseling and psychological services, multicultural academic support services, and other key services with limited face-to-face interaction as needed.
- ❖ Modified recreation and wellness operations to support reduced virus transmission, including adjusted hours of operations, facility layout changes and restrictions, and remote exercise classes and personal training. Certain activities, such as intramural sports and sports clubs, will be gradually re-introduced over the course of the fall semester with approval from university leadership and appropriate health and well-being measures implemented.
- ❖ Execution of a hybrid strategy for fall events and activities that will offer virtual participation options to students, limit frequency and size of face-to-face interactions, and leverage alternatives (e.g. outdoor spaces) to promote physical distancing. This will include the implementation of virtual Panhellenic recruitment for interested students.

Fraternity and Sorority Life

UCF leadership is working with each sorority or fraternity with on-campus and off-campus housing to assist with developing plans that address how chapter members, chapter advisors, and housing corporation leaders will promote health and well-being. Plans will include, but are not limited to, housing and bed capacity that meet university, CDC and other public health guidelines; cleaning protocols; common space protocols and expectations; social event plans; and where applicable (a minimal number of houses have dining) dining arrangements. Basic elements of the plan for Greek organizations are:

- ❖ Chapters will not be permitted to register events that do not meet university, CDC or public health guidelines.
- ❖ Recruitment for fraternities and sororities will be done virtually for fall, except where individual chapters seek and receive approval for small group interactions.

- ❖ Chapters will be required to submit plans for cleaning procedures consistent with university guidelines.
- ❖ Chapters with on-campus houses will be required to adhere to occupancy that meets university housing standards, generally one person to a room except where more than one occupant can do so in a safe environment.
- ❖ All plans will be re-evaluated as CDC and public health guidelines are modified.

Planning efforts have included university leaders from housing, health, facilities, and student involvement. An agreed upon deadline of July 1, 2020, has been set for determining bed capacity.

Registered Student Organizations and Events

Planning for co-curricular learning experiences include a hybrid of virtual and in-person activities that will meet university, CDC and other public health guidelines. Included in these plans are events (e.g. programs, traditions, celebrations, and welcome back activities); facilities and outdoor spaces (e.g. space considerations, use protocols, behavior expectations); communication plans; training expectations for staff and student workers leading student engagement programs and activities; and assessment practices to provide ongoing feedback regarding the effectiveness of these efforts. Some of the strategies employed to provide student experiences while maintaining health measures includes ticketing events, utilizing RSVP requirements for participation, and providing students with a well-defined message about the nature of risk associated with participation in specific events given the current pandemic. Basic elements of the plan for registered student organizations and events are:

- ❖ Registered Student Organizations will be required to submit safety plans for their activities including organization meetings, events, recruitment activities, and programming.
- ❖ University and Student Government-sponsored programs will adhere to university standards, including physical distancing and face coverings.
- ❖ University sponsored events and programs will be done virtually wherever possible without loss of effectiveness.
- ❖ Student Government will provide access to funding for RSOs in the same manner they have traditionally, with the exception that events/programs will have to meet university guidelines in order to be approved and funded.
- ❖ All plans will be re-evaluated as CDC and public health guidelines are modified.

A Healthy Community Environment

As a leader in tourism with over 75 million people visiting Orlando annually, we know that as our theme parks, beaches, restaurants, and other attractions open, we may face

challenges. Therefore, our plan is based on a phased approach consistent with federal, state, and local guidelines and was developed in coordination with the Orange County, Florida Department of Health. We know that for our community to be successful, we must be committed to a caring culture that starts with our personal behavior and acceptance of responsibility by students, employees, vendors, volunteers, visitors, and our surrounding community members. UCF worked closely with local partners such as the Orange County Economic Recovery Task Force to understand proposed reopening strategies and recommendations as well as coordinate UCF's reopening plans with key business and governmental partners.

UCF shared strategies with Disney, Universal, Lockheed Martin, and other community partners as part of a collaborative approach focused on the health and well-being in Orlando. Additionally, UCF Housing shared with managed housing communities and other local apartments UCF's health measures including requiring facial coverings and physical distancing and encouraged similar approaches by our community partners.

A phased approach allows UCF to hold steady, tighten restrictions, or make changes to reflect changing conditions in our community or to respond to new guidance. As Knights, we are dedicated to this effort and to the well-being of our broader community.

Communication

Once this plan is approved, the robust communication plan developed to educate the university community about required health measures, enforcement, and consequences of non-compliance through education, signage on campus, and digital platforms such as monitors on campus will continue to be implemented. The communication campaign and the required education will emphasize that health and well-being are a shared responsibility among students, employees, vendors, volunteers, visitors, and surrounding community members. Signs communicating required health measures such as physical distancing, face coverings, hand washing, and to stay home if you are sick are posted at the entrance of each building and near elevators, bathrooms, and other high-traffic areas on campus.

The emergency policy referenced earlier applies to all members of the university community, individuals and contractors that conduct business with the university, and campus visitors and enforces the university health measures based on CDC recommendations. The policy communicates the expectation that all members of the university community must support one another, take personal responsibility, and remain diligent in taking reasonable precautions in an effort to protect students, faculty, staff, contractors and others who visit our campus. Visitors who refuse to comply with the university's policy may be asked to leave the university and, if non-compliance continues, trespassed from the university. Contractors and contractor employees who fail or refuse to comply with the university's policy may be asked to leave the university, may be in breach of contract, or may be trespassed from the university if non-compliance continues.

UCF Student Health Services (SHS) has been an “Influenza Sentinel” for the state of Florida for about fifteen years. On a weekly basis, SHS reports to the Florida Department of Health on the number of patients that present with symptoms of “Influenza Like Illness” (ILI). This data becomes part of the state and CDC data pool. Additionally, throughout the year, SHS obtains samples from patients with ILI for testing by the state lab. This surveillance assists in identifying specific viruses present within the community.

Increased rates of ILI may be an early indicator of a COVID outbreak at UCF. The rate of ILI is used as a predictive analytic by the Florida Department of Health. The rate of new cases of COVID can also be predictive of an outbreak. Given the planned enhanced system of contact tracing with the Florida Department of Health, there will exist a unique opportunity to monitor daily and or weekly rates of new cases and predict the direction of the epidemic at UCF. UCF will continue to support these, and other prevention and mitigation strategies developed by the Florida Department of Health for other infectious diseases.

Covid-19 Virus Testing

COVID-19 is a novel coronavirus threatening the health and well-being of the world’s population. The current pandemic has impacted our community, state, country, and many parts of the world, resulting in lives lost and health care systems overwhelmed. As the university embarked on developing plans for testing, tracing, and surveillance, adherence to the best scientific evidence was paramount to the goal of maximizing the well-being of the university community.

A successful return to campus depends on robust testing, adroit contact tracing, and the timely isolation or quarantine of ill and exposed community members. The university’s ongoing relationship with the Orange County, Florida Department of Health (DOH) has been a foundation for this planning. The DOH served as a strategic partner in responding to the pandemic and participated as a key member of the university’s planning group to develop a plan for COVID-19 response. The university has established a health and well-being oversight committee and four sub-groups charged with testing, tracing, health surveillance, and UCF mobile application implementation to provide ongoing oversight and response to changing conditions during the pandemic. Additionally, UCF continues its partnership with area health organizations to monitor the capacity of local hospitals and healthcare systems. This metric along with other key indicators provide a barometer to local officials and university leadership regarding changes in the COVID-19 risk environment.

UCF’s phased approach to return to campus will be reflective of recommendations from the Clinical Advisory Committee’s framework on repopulation of campus. Throughout the planning process, UCF collaborated with fellow institutions from around the State University System of Florida to share information regarding a testing, tracing, and health surveillance approach and to support the development of university protocols via an

exchange of ideas. Continued interactions among peer universities will assist the effective execution of testing, tracing, and health surveillance plans at all universities.

In collaboration with UCF IT, UCF Mobile Strategy and Learning, and UCF's College of Engineering and Computer Science, an application is under development to provide daily screening and education to all UCF faculty, staff, and students. The application will be designed to protect privacy. UCF plans to test the application in July and fully implement by August. A web-based solution will also be developed for persons without smart phones. These digital solutions will replace the paper based daily screening forms used for the initial return of researchers and employees. They will also allow a means to screen all university members who may be traveling to UCF from geographic areas with significant transmission of COVID.

UCF currently has two testing sites on campus in partnership with AVENTUS Biolabs. One is located on the main campus and a second located on the Lake Nona Medical Campus. Cost of testing is covered by health insurance or through a federal grant when patients are uninsured. Access to testing is critical to successfully reopening campus. Provider orders for testing can readily be achieved via a telehealth visit with UCF Student Health Services, UCF Health, or AVENTUS telehealth.

In an attempt to identify persons who may not be aware of their illness, a key part of UCF's testing plan is population or cohort screening. In the case of COVID-19, screening may provide an opportunity to identify asymptomatic illness and prevent spread. There are a variety of specific subpopulations at UCF which would be most beneficial to test. Due to the size of the UCF community, testing all persons creates a multitude of challenges. These challenges include availability of resources, cost, and the amount of time needed to test such a large population. There also exists diminished benefit of universal testing due to the immersion of UCF within a large metropolitan area. Members of the university community freely move on and off campus and engage in the many activities available in the world's leading tourist destination. Therefore, UCF's testing plan includes a targeted approach with cohort and closed populations. The following groups will be tested upon arrival at UCF and will quarantine pending results:

- ❖ All students returning to university-owned housing
- ❖ All students and staff residing in Greek housing
- ❖ All student-athletes whether living on or off campus
- ❖ All symptomatic students

Contact Tracing and Surveillance

Contact Tracing

Contact tracing can be a time-consuming endeavor. One positive case can generate 20-30 phone calls and multiple hours of work. Records associated with contact tracing may

contain highly confidential personal information and jeopardize privacy. Working within the public health system creates protections for that information. UCF student volunteers working within the public health system will receive training by the Florida Department of Health on best practices for contact tracing. They will work directly under the guidance of public health department epidemiologists and gain significant experience to expand their resume and life outlook.

- ❖ A memorandum of agreement for volunteer students to serve as contact tracers will be developed with the Florida Department of Health.
- ❖ Faculty members from the UCF College of Medicine and College of Nursing will coordinate the identification of student volunteers, placement of the volunteers, and overall program oversight.
- ❖ Training for student volunteers will be conducted by the Florida Department of Health. Volunteers will be expected to commit to ten to twenty hours per week for at least one semester. They will be chosen by faculty members through an application procedure. The health department has capacity for up to ten volunteers.
- ❖ The goal is to begin the program with three student volunteers in July when minimal faculty, staff, and students are present on campus. Beginning in August, the number of volunteers may be expanded depending on the capacity of the Orange County Health Department and demands for contact tracing.
- ❖ The Florida Department of Health at Orange County will advise UCF on isolation of persons infected with COVID and quarantine of those who may have been exposed.
- ❖ There will be rooms in campus housing that will be reserved for students who live in campus housing and test positive for COVID. This space is intended for students who choose not to return home during their illness. These students will be of low acuity and self-sufficient for personal care. Wrap around services to provide them with food and classroom materials will be planned. Periodic phone and/or telehealth monitoring by Student Health Services will take place. In a similar fashion, space for quarantine is planned for students who have been exposed to COVID and may become infectious.
- ❖ UCF will publish a COVID phone line at the Orange County Health Department for reporting possible, presumptive, or known COVID cases at UCF. The Orange County Epidemiology/Contact Tracing team will follow existing protocol to alert persons who may be at risk of infection. They will endorse isolation and/or quarantine when appropriate.
- ❖ DOH will notify UCF of all known or suspected cases at UCF. Campus housing, Environmental Health & Safety or other areas will be apprised of known or suspected cases and the need for isolation, quarantine, and appropriate cleaning and disinfecting measures.

As part of UCF's contact tracing efforts, a COVID Contact Tracing Committee will be established and will meet frequently to coordinate contact tracing at UCF with the Florida Department of Health (DOH). The Florida DOH has primary responsibility for contact tracing and will initiate contact tracing on all positive cases involving UCF persons and on a need-to-know basis inform UCF community members of their risk of exposure.

The policy and procedures for contact tracing include:

- ❖ The Florida DOH COVID-19 Call Center (1-866-779-6121) will be utilized by UCF students, faculty and staff as a resource for COVID questions or concerns (available 24/7). The call center will refer persons for testing at UCF when appropriate.
- ❖ The Florida DOH will inform the UCF COVID Contact Tracing Committee of any positive tests which involve UCF community members. UCF Health will provide oversight to faculty and staff with positive results, and ensure they are connected with medical care and validate their return to work authorization. Student Health Services (SHS) will maintain oversight of students with positive results, and ensure they are connected with medical care and validate their return to class authorization.
- ❖ The UCF COVID Contact Tracing Committee will provide data on new COVID cases to the UCF COVID Surveillance workgroup.
- ❖ UCF faculty, staff and students will be required to report if they test positive for COVID. Students will report to a SHS designated COVID line. This line will be monitored daily by SHS nursing and will be given oversight by the SHS Medical Director. Faculty & staff will report to a designated UCF Health COVID line. This line will be monitored daily by UCF Health and given oversight by the UCF Health Medical Director.
- ❖ The SHS Medical Director will advise the Dean of Students of any positive student and inform the Executive Director of Housing of those who reside in campus housing.
- ❖ The UCF Health Medical Director will advise UCF HR of any positive faculty or staff.
- ❖ Faculty and staff will be required to complete daily symptom screens when on campus.
- ❖ All positive screens by faculty and staff will be referred for a Telehealth visit with UCF Health and either provided medical clearance or forwarded for testing with return to work advice.
- ❖ Students will be supplied with a daily symptom screen when on campus.
- ❖ All positive screens by students will be referred for a Telehealth visit with SHS and either medically cleared or forwarded for testing with return to campus advice.
- ❖ Faculty, staff and students may have temperature screens while on campus. All positive temperature screens will follow the same protocol for symptom screens.

- ❖ Students who are placed in on-campus housing for isolation or quarantine will be medically monitored by SHS via phone and/or TeleHealth. The SHS Medical Director will provide leadership for medical oversight of these students. All other wrap around services will be the responsibility of the Dean of Students.

Health Surveillance

Health surveillance is the use of data to estimate incidence and/or prevalence of disease and predict potential for outbreaks. In the case of COVID, a variety of metrics will be useful. These include the rate of new infections, symptom surveillance, randomized testing, and randomized or targeted population screening. By use of surveillance, potential hot spots on campus may be identified. In so doing, there will be a coordinated public health response with the Florida Department of Health to identify and mitigate risk in those areas which may lead to tighter social distancing and behavioral restrictions. UCF will publish a dashboard to communicate positive case numbers on campus.

As discussed previously, UCF Student Health Services serves as an “Influenza Sentinel” for the state of Florida. By reporting patients that present with ILI and obtaining samples from patients for testing by the state lab, this screening will assist with identifying specific viruses present within the community. Increased rates of ILI may be an early indicator of a COVID outbreak at UCF and in conjunction with the contact tracing with the Florida Department of Health, daily and or weekly rates of new cases will be assessed to predict the direction of the epidemic at UCF.

Health surveillance can also be achieved with population screening. Such screening can estimate the prevalence of active COVID cases on campus as well as the prevalence of those with antibodies to COVID-19, an indicator or prior asymptomatic COVID exposure. Working with the Office of Research, and in partnership with AVENTUS Biolabs, UCF students, faculty, and staff could be randomly chosen for voluntary testing. These persons could then be tested for COVID virus and/or evidence of past COVID infection via antibody testing. Testing would be via nasal sampling for virus and serum antibody testing for evidence of past infection.

Academic Program Delivery

UCF’s plan for academic delivery in the fall will be focused on providing superior education to its diverse student body. The plan allows for easy, efficient transition of course offerings to remote instruction should the need arise. With 20 years of experience providing outstanding online instruction, UCF is a trusted source for innovative education technology and effectively equipped to offer a high-quality hybrid teaching program in the fall.

Similar to colleges and universities around the country, UCF will look to minimize the risk associated with a potential virus resurgence in winter by switching to remote instruction after Thanksgiving. Residence halls, libraries, study spaces, and dining services will remain open for student use.

Under the provost's leadership in consultation with university deans, UCF has developed a plan to creatively deliver the academic experience via alternative instructional formats and a combination of face-to-face, hybrid, and online delivery modes. As plans were created, college leaders were asked to incorporate four key considerations: (1) prioritize quality of educational offerings, (2) identify courses which most need a face-to-face component to provide a high-quality experience for students, (3) identify courses in which a high-quality online course could be offered with fully trained faculty, and (4) prioritize on-campus classes typically needed for first time in college (FTIC) students based on the importance of the on-campus experience for student retention and progression. The plan follows the health and well-being measures established at the university level. Key tenets of the academic delivery plan are:

- ❖ Based on physical distancing guidelines and the need for safe ingress and egress, classroom capacity has been revised for the university's classroom spaces.
- ❖ The Office of the Registrar is assigning courses to classrooms based on new capacity. Courses that exceed the available on-campus capacity will be taught remotely.
- ❖ Based on pedagogical quality and guidance from health professionals, all large classes (defined as 100 persons or greater) will be taught remotely.
- ❖ In some specific courses, the principle of physical distancing is not possible (e.g., clinical training in which human contact is required). These programs have developed additional health protocols, including the wearing of personal protective equipment.
- ❖ Consistent with university principles and measures, faculty at elevated risk for severe illness from COVID-19 will instruct courses remotely.
- ❖ All faculty are being encouraged to provide flexibility so that students requesting the ability to learn remotely can do so. Students at high risk of complications from COVID-19 or who may be taking care of someone at high risk should continue to learn remotely.
- ❖ Existing start and end times for classes will remain unchanged from the published course schedule.

The need for physical distancing and the limited number of spaces available means many classes will be taught remotely. UCF is one of the nation's leaders in online learning and key to UCF's success has been the emphasis on faculty development. An estimated 80% of faculty have completed some form of credentialed training from UCF's Center for Distributed Learning. Over 1,800 faculty have completed the university's flagship program for designing and delivering high-quality online instruction, IDL6543. Comprising 80 hours of contact time, the comprehensive 10-week program combines seminars, online coursework, and regular consultations with professional instructional designers. UCF's expertise in faculty development has led to the Teaching Online Preparation Toolkit initiative (TOPkit), a state-funded website and annual conference to help other state

universities and state colleges better prepare their faculty to effectively teach online. UCF will continue to use this expertise to provide training and education to faculty teaching remotely in the fall.

The Division of Digital Learning has quickly developed an additional suite of training programs to prepare faculty for fall online, remote, and hybrid flexible delivery. The training programs include targeted workshops on the use of specific technologies such as the learning management system (Canvas) and video conferencing software (Zoom), sessions on how to facilitate courses in a blended, flexible model, and a comprehensive new course on the effective design and delivery of high-quality online instruction. This comprehensive new course, called *Essentials of Online Teaching*, is three weeks in duration and serves as an accelerated version of our award-winning flagship faculty development program, IDL6543. We anticipate that *Essentials of Online Teaching* could train up to 300 faculty in this summer's cohort.

To be effective, the academic delivery plan will need to remain flexible; communication to students, faculty, and staff will emphasize change may be needed to adjust to evolving health conditions on campus and in the campus community. All faculty are being encouraged to plan courses so that students who fall ill or become quarantined will be able to continue in the class. In particular, attendance requirements have been discouraged. Faculty teaching on-campus courses are encouraged to use a hybrid approach in which their classroom presentations are captured by technology available in the classroom (e.g. document cameras and either Zoom or Panopto) to be available to students who choose to be, or because of health or quarantine need to be remote. The necessary equipment has been updated or added to classrooms, as required. A significant percentage of courses will be offered remotely, giving alternatives to at-risk students who are unable to come to campus.

In addition to course instruction, the university has instituted the following changes for the fall semester:

- ✓ Semester-long study abroad programs have been canceled and university leadership will revisit in early fall whether programs beginning in the winter can move forward.
- ✓ Student support services have been restructured so that they can be offered either in person or remotely.
- ✓ Internship opportunities depend on the employer. For example, a number of internships continued remotely during the late spring and early summer where permitted by the employer. The plan is to resume a regular slate of internships, unless health conditions require the intern employers to cancel them.
- ✓ Recruitment activities, e.g., for honors and graduate programs, have switched to virtual meetings this summer. They will resume as on-campus events this fall, with physical distancing, unless health conditions require continuing the virtual approach.

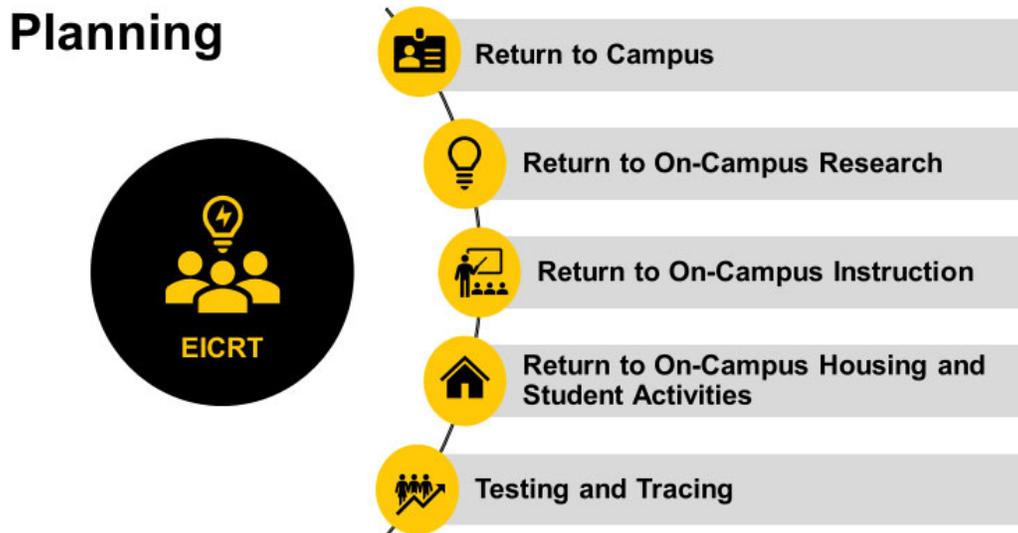
Approved by the UCF Board of Trustees June 18, 2020

While an initial plan has been developed, efforts continue across the university to refine plan specifics as new information and trends emerge. UCF is prepared to modify plans as needed and is committed to remaining flexible as the fall semester approaches.

Appendix A

Planning Groups

Consistent with how campus was depopulated, planning focused on a phased approach following federal, state, and Board of Governors' guidance for reopening. Five areas of focus were identified and EICRT workgroups were established. Each workgroup was led by an EICRT member and additional subgroups under each focus area were created to target and address specific areas or challenges. Planning included representation from leadership, faculty, and students where applicable. Each team lead provided updates at EICRT meetings where complex challenges were discussed.



Appendix B

Sample Communication and Signage

UCF **PROTECT OUR UCF COMMUNITY**

PREVENT AND AVOID THE SPREAD OF COVID-19 WITH THESE TIPS

Wash hands often

Avoid touching your face

Wear protective mask

Disinfect touched items

Keep 6ft physical distance

STAY HOME IF SICK
EXCEPT TO GET MEDICAL CARE

ucf.edu/coronavirus **ARMOR UP, KNIGHTS** **REPORT A CONCERN AT**
bit.ly/ucf-integrity-line

Appendix C

RETURN TO CAMPUS ROAD MAP

