



Campus Facility Reopening Protocol

Helen and Arthur E. Johnson Beth-El College of Nursing and Health Sciences

Hours of Operation:

- *Dean's Office: M-F 8:00am – 5:00pm*
- *Department of Health Sciences: M-F 8:00am – 5:00pm*
- *Department of Nursing: M-F 8:00am – 5:00pm*
- *Department of Human Physiology & Nutrition: M-F 8:00am – 5:00pm*

Areas Open:

- *All areas under the supervision of Johnson Beth-El will be open the days and times indicated above. Kitchens will be open but break rooms will be closed (no communal gatherings).*

Capacity:

- *Common Areas (e.g. reception space, computer labs, study space, restrooms, kitchens, elevators, stairwells, hallways) – face coverings will be required. To promote proper social distancing, floor decals will be prominently displayed, and furniture will be removed/rearranged. Break rooms will be closed. Kitchens will be open, but shared coffee makers, etc. and multi-person gatherings will not be permitted.*
- *Private Offices – face coverings will not be required in private offices when the employee is alone. However, when a visitor is present, both the employee and visitor will be required to wear face coverings and maintain 6-feet of social distancing.*
- *Cubicles – individuals can work in a cubical without a face covering when no visitors are present. However, when a visitor is present, both the employee and visitor will be required to wear face coverings and maintain 6-feet of social distancing.*

Staff:

As appropriate, staff will be on a staggered work schedule to ensure proper coverage of on-site responsibilities, while still maintaining social-distancing requirements. This plan includes some staff working remotely most days, while other staff will alternate days working remotely and in-person. No College-associated space will have more than 50% of the staff on-site at any time. Specific space occupancy limits will include:

- *University Hall*
 - *Dean's suite reception area (room 128) – 1 staff and 1 visitor*
 - *Dean's conference room (room 125) – 3 people*
 - *Dean's suite kitchen (room 127) – 1 person*
 - *Undergraduate nursing office (room 137) – 3 people*
 - *Graduate nursing office (room 163) – 2 people*
 - *Nursing conference room (room 115) – 4 people*
 - *Nursing conference room (room 119) – 4 people*
 - *Nursing faculty/staff area (room 157) – 4 people*
 - *Nursing kitchen (room 104) – 1 individual*



- *Hybl Sports Medicine & Performance Center*
 - *Program administrative room (room 465) – 0 people: signs will be posted in this area directing visitors to respective program assistants' offices*
 - *Faculty/staff conference room (room 466) – 5 people*
 - *Print/mail room (room 456) – 2 people*
 - *Study/meeting rooms (rooms 484, 486, 488) – 2 people*
 - *Meeting rooms (rooms 421, 402) – 3 people*
 - *Collaboration room (room 401) – 6 people*
 - *Kitchen - 1 person*
 - *Graduate student area (room 410) – students will be assigned to every other desk to maintain 6-feet of social distancing.*

Patron Interface and Movement:

- *All employees and visitors will be required to wear face coverings in all common areas (space where more than one individual may be at a time). These areas would include, but are not limited to office reception areas, restrooms, kitchens, elevators, hallways, shared space areas.*
- *Face coverings will also be required in outdoor common spaces when social distancing cannot be maintained.*
- *Staff will be strongly encouraged to conduct all meetings via Teams or other methods of remote access. If in-person meetings are necessary, then all social distancing requirements must be maintained, and meeting space capacities must not be exceeded.*
- *Only one visitor will be allowed in any private office space at a time.*
- *Furniture will be re-arranged/removed and visual cues will be marked on floors and walls in common areas to ensure proper social distancing.*
- *Plexi-glass will be installed in the main reception areas of the College, Dept. of Nursing, Dept. of Health Sciences, and Dept. of Human Physiology & Nutrition.*
- *College and department staff will be responsible for managing line queues in their respective areas to maintain appropriate distancing and occupancy. Individuals will be instructed to not share equipment or to disinfect communal equipment before and after each use.*

Facilities:

- *Protective plan signage will be posted throughout the building. This includes signs at all building entrances and exits, outside college and department suites, and in common areas.*
- *Furniture will be re-arranged/removed and visual cues will be marked on floors and walls in common areas to ensure proper social distancing.*
- *In addition to standard cleaning protocols, faculty and staff will take proactive measures in sanitizing their respective personal work areas, as well as shared areas/equipment before/after use. These additional methods will include cleaning personal workspaces (e.g. computer, phone, doorknob, desktop), high-touch surface areas and equipment (e.g. file cabinets, handrails, doorknobs, counters, plexi-glass shields, light switches), and kitchens (e.g. countertops, sinks, refrigerator, microwave).*
- *All cleaning procedures will be conducted using EPA-registered and Environmental Health and Safety approved COVID-19 disinfectants. Cleaning products will be located immediately next to shared equipment and at the areas of the college and departments' administrative assistants.*



Website Updates- Information:

The following statements and information will appear on our College website:

“The Helen and Arthur E. Johnson Beth-El College of Nursing and Health Sciences will re-open July 27 to assist students and visitors. This is part of UCCS’s phased approach to return to campus. Offices will be open, with limited staffing, from 8am to 5pm, Monday-Friday. All students, faculty, staff, and visitors are required to wear face coverings in all common indoor areas, as well as in outdoor areas where social distancing cannot be maintained. Please observe all signage and floor decals displayed throughout our facilities to ensure adherence to campus health guidelines. You may also review our College Reopening Protocol ([add link](#)) which provides more information regarding shared spaces/equipment usage, cleaning protocols, and other guidance for students, faculty, staff, and visitors. This plan will be updated as necessary.”

Other:

Committee Review and Feedback: