The Plan for Safely Returning to LVC’s Campus

July 9, 2020 | Version 1
Lebanon Valley College
INTRODUCTION

The 2020–21 academic year will be different from any time in the history of Lebanon Valley College (LVC). The COVID-19 pandemic has required us to adjust the academic calendar, prepare to meet educational outcomes whether courses are delivered in-person or online, and re-envision how we learn, teach, work with, and support each other as a community. This plan for an in-person return to campus reflects, at its core, LVC’s commitment to delivering its hallmark high quality, engaging education that leads to career success while following all the state and federal public health recommendations.¹

Flexibility, creativity, and innovation will drive our approach during this unprecedented time. LVC’s plan builds on insights gained from the rapid pivot to remote learning in the Spring 2020 semester. The faculty will provide intensive time and attention to individual students and small groups, focus on high-impact experiences, and streamline technology across courses. Staff in academic support services, the Bishop Library, the Breen Center for Graduate Success, student affairs, counseling services, and athletics are all designing in-person and virtual student experiences to support students’ educational and personal success. Facilities has implemented protocols to support health and hygiene. Information Technology has prepared faculty to teach effectively in the online modality and is ready to support students in the fall.

In developing this document, College leadership and a cross-functional Return-to-Campus Task Force followed guidance from Pennsylvania Department of Education (PDE) and Pennsylvania Department of Health (PDH) and the recommendations of the U.S. Centers for Disease Control, & Prevention (CDC). The team researched best practices, consulted with healthcare partners and legal counsel, and coordinated with staff and faculty across campus to develop detailed plans for an in-person Fall 2020 reopening of LVC. Additionally, four faculty task forces developed principles and plans to deliver an academic experience that meets stated learning outcomes. The following is an overview of the College’s plans and is intended to help students, their families, and LVC employees understand and make informed decisions about the policies, processes, and expectations for returning to LVC’s campus.

As outlined in the guidance provided by the PDE this plan includes:

- A strategy on how the institution will coordinate with local public health officials, or the equivalent thereof;
- A strategy to safely resume in-person instruction;
- A strategy to monitor health conditions on its campus community;

¹ Given the uncertainty and changing circumstances presented by COVID-19, this plan may be updated periodically.
• A strategy to mitigate and contain the spread of the virus on campus, and to inform the Pennsylvania Department of Health if transmission occurs at the institution; and

• A strategy to communicate accurate and timely information to students, faculty, staff, and the communities it serves.

Additionally, this plan describes how LVC will:

• Reinforce practices related to hygiene, sanitation, and face coverings on campus;

• Implement physical distancing interventions and make the necessary modifications to facilities that may create an environment conducive to healthy, safe, and inclusive learning;

• Review and adjust attendance requirements, absentee policies, and non-essential travel for students, individuals at elevated risk of COVID-19, and personnel; and

• Modify course modalities, schedules, and academic calendars to adapt to changing transmission levels and community spread of the virus.

HEALTHCARE PARTNERS

LVC will work with healthcare partners to manage COVID-19 care and advise the College to adapt plans as needed. These partners will:

• Assist with COVID-19 screening, testing, and contact tracing;

• Review and provide input on LVC’s policies and protocols for a safe return to campus (student and employee policies and protocol flowchart for employee exposure to COVID-19);

• Confirm guidance and recommendations are consistent with CDC guidance;

• Provide support for return-to-campus activities to enhance the safety of LVC students and employees; and

• Offer urgent and follow-up care for those diagnosed with COVID-19.

These services will supplement the existing on-campus health center nursing support that LVC students have access to during regular hours. The hours for health services have been extended to meet the needs of students during the pandemic.

Partnership agreements are in-process and will be updated here as more details become available.
GUIDING PRINCIPLES
LVC is committed to:

• Delivering a quality educational and student experience across modalities;

• Taking steps to decrease health and safety risks presented by in-person instruction and residential living;

• Following and adopting guidelines from state and federal public health agencies;

• Preserving as many jobs as possible while protecting the financial health of the institution;

• Providing options for members of its community that require accommodations; and

• Adapting its response and planning as needed as the pandemic situation evolves and more information becomes available.

The LVC COVID-19 Academic Response Faculty Task Force has designed the fall academic experience according to principles emphasizing flexibility, clear course outcomes, faculty mentoring, personalized education, support for student success, and streamlined online learning processes.

SUMMER 2020 PHASED RE-OPENING
Each administrative division of the College has developed a phased-in return-to-campus plan to allow for the limited return of employees to ready the campus for fall opening. Physical distancing and personal hygiene practices are required. During this phased reopening, employees are encouraged to work remotely, and staffing will be staggered to reduce the number or people on campus at any time. Workspaces and pedestrian traffic flow through buildings are being configured to promote physical distancing.

FALL 2020 SEMESTER

ACADEMICS
Academic Calendar
The fall academic calendar has been adjusted to limit the times large numbers of students travel to and from campus to decrease the risk of exposure and infection. The semester will start one week early, with undergraduate and graduate classes beginning Monday, Aug. 24. There will be no Fall Break. On-campus learning will end by Thanksgiving break and instruction will continue online through Dec. 4. Finals are Dec. 7–11. With approval, some students may remain on campus after Thanksgiving for clinicals, student teaching, or athletics.
The Spring 2021 calendar has also been modified and will start one week later, on Jan. 26, with a single break March 31–April 6. The last day of classes is May 11, and Commencement will be Sunday, May 23, 2021.

**Winter Term**
There will be an optional winter term January 4–24. Students may take one course, and all winter courses will be delivered fully online.

See the full 2020–21 Academic Calendar.

**Move-in Schedule**
LVC will offer a staggered Dutchmen Drop-off move-in process for early arrivals, new students, and returning students. Early arrivals will be assigned a move-in day based on any requirements for early arrival and will select a move-in time from options available for their hall. New and returning students will select a move-in day and time from options available for their class and hall.

**Orientation & Convocation**
The New Student Orientation acclimates first-year and transfer students to the LVC community by helping them connect with their peers, RAs, and faculty and become familiar with campus and its resources. The format will include small, physically distanced groups, online options, and the use of outside spaces. Convocation will be held online, with first-year students meeting to view the event in small groups arranged by major or program.

**Class Schedules and Classroom Configurations**
Classroom configurations and class sizes, schedules, and locations will be adjusted to allow for physical distancing in class and the transitions between classes.

**Music Instruction**
Ensembles, which include choir and marching band, will be adjusted to meet COVID-19 related modifications in accordance with guidance from the CDC, PDE, PDH, and healthcare partners. Musical performances will be made public online. Private music lessons will be held in-person and online when appropriate. Masking, physical distancing, sanitizing, and cleaning protocols will be in place. The College is seeking further guidance on performance and music-related protocols.

**Laboratories and Research**
Teaching labs, research labs, stockrooms, and instrument labs will be adjusted to promote physical distancing when labs are in use. The maximum capacity for each space will be marked at the lab entrance. The College will adopt the following strategies regarding these spaces:
• Students will receive initial guidance (either by written or video instruction), before entering these spaces. Training will include general considerations for the use of Personal Protective Equipment (PPE) before entering the space and best practices for working there.

• Only approved students who receive proper training and permission will be permitted in these spaces.

• In a research laboratory, students will be assigned a primary workspace where they should conduct as much of their work as possible.

• After receiving guidance and permission to work in these spaces, students who wish to enter a research lab space will first notify their research mentor or department chair.

• Lab equipment, moveable benches, and chairs will be configured to support physical distancing.

• If labs support multiple students, schedules will be established to minimize the number of people present in the lab at one time. Students are prohibited from using the labs outside their scheduled times and from exceeding the posted room occupancy.

• Students must always wear appropriate PPE in labs.

• Each person using lab instruments, supplies, reagent bottles, or any other lab equipment is required to wipe down those items with a sanitizing cleaner before and after use.

• Students will be educated to avoid cross-contamination and will wipe down all common surfaces such as door handles, bench surfaces, and hood sashes.

• If students are using multiple spaces during one lab session (i.e. research lab and instrument room or stockroom), they must notify their research mentor and department chair to avoid conflicts with other users.

• Teaching labs, research labs, stockrooms, and instrument labs will remain locked when not in use.

• In the event of a chemical spill or other emergency, students must leave the lab immediately and notify their research mentor or department chair.

**Clinicals & Student Teaching**

Students participating in clinical education or student teaching experiences must follow LVC, academic department, and clinical/educational site guidelines. Students will only be allowed to participate after they receive proper permission, training, and initial guidance (either by written or video instruction) before starting their experience. Training will include general considerations for using appropriate PPE at the site. If students change locations mid-term or participate at multiple sites, they will be required to meet the guidelines and protocols of each site.
Internships
While all LVC students are not required to have an internship before graduation, specific majors do require internships as part of the degree path. Students must receive approval from their faculty supervisor and academic department prior to beginning an internship. Interns must follow College and employer policies and wear appropriate PPE while at the internship site. There must also be a designated employer supervisor the faculty member can contact as needed. If a student wants to obtain a virtual internship, or if workplaces shift to remote status, the Breen Center will provide needed support.

Academic Support Services
Academic support services will be available to students through a mix of in-person guidance and videoconferencing. The Center for Academic Success has been reconfigured to promote physical distancing for students seeking academic coaching, writing support, subject matter tutoring, and use of study pods. Sanitizing and cleaning protocols will be in place.

Faculty Advising & Office Hours
For office hours and advising appointments, faculty members will meet with students in departmental offices, at outside locations on campus, or virtually over Zoom. Students can always request to meet virtually. When meetings occur in person, appropriate physical distancing and other community guidelines will be observed.

Accessibility Services
Students with disabilities who seek accommodations must initiate the process by submitting a request for accommodations to the LVC Center for Accessibility Resources. The request must identify the student's disability, state the requested accommodations, and include supporting documentation. Students may initiate the process at the Center for Accessibility Resources or via the College website. Information and resources are available for students, parents, and faculty. The center has been reconfigured to promote physical distancing. Sanitizing and cleaning protocols have been established. Contact Erin Hannaford, director of accessibility resources (hannafor@lvc.edu or 717-867-6071).

Meetings can occur with the director of accessibility resources in-person or via videoconferencing, whichever is more appropriate for those involved. The testing center has been reconfigured to promote physical distancing. It will be open for use by students with testing accommodations.

The Breen Center for Graduate Success
For students seeking in-person career and internship guidance, the Breen Center has been reconfigured to allow for physical distancing and will have sanitizing and cleaning protocols in place. Online options include virtual appointment platforms, information sessions, workshops, job fairs, and networking events. Off-campus immersive experiences, such as internships, study abroad programming, service-based opportunities, and research projects will continue
to be offered when safety risks can be reasonably managed. If circumstances require, the center will connect students with alternative experiences.

**STUDENT LIFE**

**Student Emergency Plan**
All students will be required to complete a personal Student Emergency Plan which will assist the student to identify issues that must be considered should it be necessary to close the College and vacate campus. Students will not be permitted to return to the College without having completed this Student Emergency Plan.

**Residence Halls & Houses**
College housing policies require residential students to adhere to personal hygiene, physical distancing, and mitigation practices. These practices may change depending on circumstances. Most rooms will be double occupancy. Furniture configurations in residence hall rooms/spaces may have changed to optimize physical distancing. All furniture is expected to remain as placed before students arrive. In addition, students may not bring any personal furniture, add additional furniture into their residence hall room/space, or remove furniture from their residence hall room/space.

To create room for isolation beds, LVC has temporarily extended the Housing Exemption process to allow current residential students the opportunity to live off-campus in the local community, and expanded the commuting radius to allow current residential students who live beyond 30 miles of campus the opportunity to commute for the 2020–21 academic year.

**Commuting Students**
Commuting students can take advantage of a variety of spaces for studying between classes and activities. All gathering spaces will have signage directing physical distancing, and students will be required to follow those directives. Additionally, commuters are encouraged to use outdoor spaces for study or relaxing between classes including the Mund College Center patio, Peace Garden, Yuhas Commons plaza, and green spaces such as the Academic and Social quads. Commuting students must register their vehicles with public safety and can park in the Green Lots (Summit Street along the railroad tracks) and Mund College Center parking lot. Overflow parking is available in the North parking lots.

**Dining Services**
Our dining services team is preparing venues to serve members of the campus community in accordance with health and safety protocols.

- All dining staff must always wear face masks and gloves while working and interacting with the public.
• Dining services staff must follow infection prevention guidelines including staying home when ill; practicing physical distancing whenever possible at work; practicing proper hand hygiene; avoiding touching the eyes, nose, and mouth with unwashed hands; cleaning and disinfecting frequently touched surfaces throughout the workday; and undergoing temperature checks before shifts.

• All diners must wear face masks or coverings while in a dining space. Masks should be worn during movement within the dining facility and can only be removed when sitting and dining.

• The capacity of the primary dining hall, Lehr and Phillips Dining Hall, will be decreased to allow for physical distancing in seating configurations. Once at capacity new diners will only be allowed to enter after others have left.

• Self-serve food options will no longer be available in the primary dining hall; dining services staff will prepare and serve all meals to students. Beverage dispensers will be cleaned regularly, and adaptations are being designed.

• The meal exchange option will be extended to other venues on campus and a newly created take-out location will be established. The main dining hall will serve kosher, vegetarian, and vegan options.

• Take-out service is encouraged, as is the use of outdoor seating during peak dining service hours.

**Athletics**
Details of fall sports competition will be determined in July. The College will follow guidelines from the National Collegiate Athletic Association, the Middle Atlantic Conference, and National Association of Collegiate eSports for returning to competitive intercollegiate competition and for visitors who wish to attend athletic events.

For more information, see:

- [Core Principles of Resocialization of Collegiate Sport](#)
- [Resocialization of Collegiate Sport: Action Plans](#)
- [Core Principles of Resocialization of Collegiate Sport: FAQ](#)

**Shroyer Health Center & Student Health Services**
Shroyer Health Center will extend service hours and increase clinical staff to respond to health issues and concerns. Students will be asked to call health services at 717-867-6232 before reporting to Shroyer Hall for instructions regarding appropriate care and response. Our health services care will be informed by CDC, PDH, and American College Health Association guidelines.
Counseling Services
For the 2020–21 academic year, counseling services will relocate to the 2nd floor east end of the Vernon and Doris Bishop Library. Students can find clinicians and the 50/50 Peer Helpers in the space directly above Bishop Brews coffee shop. To schedule an appointment, students can email counselingservices@lvc.edu, call 717-867-6232, or visit during open hours weekdays (in-person), 11 a.m.–noon or online noon–1 p.m.

Student Travel & Social Expectations
Lebanon Valley College highly encourages students to remain on campus during the academic year. The spread of COVID-19 can take place anywhere groups congregate. We strongly advise students against home and weekend visits or leaving campus to attend social events or visit other colleges and universities.

Arnold Sports Center
The facilities at the Arnold Sports Center will be open this fall for our internal campus community only (employees and students). The fitness center, pool, and workout spaces will be available by appointment.

Student Employment
Student on-campus employees should follow the same protocols and policies required for LVC’s faculty and staff. Students working off-campus should wear masks and follow all hygiene guidance from CDC, PDH, and their employers.

Student Guests
Students may not host off-campus guests in their residence hall or house, including in their rooms or communal areas. Guests include but are not limited to non-LVC persons such as parents, guardians, siblings, extended family, partners, and friends. This prohibition includes short visits, periods of time to study, socialization, and overnight stays.

Additionally, LVC students may only enter their assigned residence hall (e.g. they may NOT enter a residence hall in which they are not living).

Students may socialize only in outdoor public spaces and must maintain physical distancing.

Exemptions
• Students who require medical assistance may request visitation by a parent or guardian responding to assure the wellness of the student. Affected students or their parent/guardian must obtain prior permission for visitation by an administrator from the Student Affairs Division. Call 717-867-6233 for permission.

• Personal care attendants for students with disabilities are permitted on campus and in facilities as needed.
• Visitors may assist students during move-in and move-out as established by College policy but are not permitted to remain on campus after completing move-in/move-out.

All students are subject to College policy and the Student Conduct Code. This code includes additional expectations to mitigate the spread of COVID-19.

**Administrative Gatherings and Meetings**
The use of online meeting platforms such as Zoom and WebEx will be used whenever possible for administrative meetings even when the participants are on campus. All in-person gatherings will be restricted in size in accordance the limits imposed by the Health & Safety Protocols guidance from the Pennsylvania Department of Education.

**TESTING & CONTACT TRACING**
LVC plans to conduct on-campus testing of symptomatic students using self-swab tests that will be picked up daily and tested by a healthcare partner. Additional testing and tracing protocols will be established based on guidance from healthcare partners, the CDC, PDH, Lebanon County health officials, and the American College Health Association.

Since these recommendations are evolving, so too will LVC continue to refine our policies and procedures. Current recommendations are to only test those who are symptomatic. LVC recognizes the critical importance of prevention, mitigation, and monitoring efforts, and will require all community members to follow our published personal safety practices at all times.

**PHYSICAL DISTANCING**
All classes, athletics, social activities, events, meetings, performances, and co-curricular activities must follow physical distancing guidelines issued by the CDC and PDH.

Available seating in communal areas will be properly designated via signage or reconfiguration to ensure recommended physical distancing.

**PERSONAL HYGIENE**
Each member of the LVC community must follow these hygiene and health practices:

• Avoid handshakes

• Limit the touching of one’s eyes, nose, and mouth

• Wash hands vigorously, frequently, and thoroughly

• Shield coughing and sneezing
SELF-MONITORING
All students and employees are required to self-monitor for symptoms and fever of 100.4°F or above daily.

- Students should report symptoms or fever to Shroyer Health Center immediately and self-isolate until receiving further instruction.

- If a student reports symptoms to a faculty or staff member, that employee should contact the Shroyer Health Center and advise the student to contact the center immediately.

- Employees should refer to LVC’s Returning to Campus After COVID-19 policy and Employee Exposure to COVID-19 response.

Anyone experiencing a health emergency should call 911.

PERSONAL PROTECTIVE EQUIPMENT

Face Coverings
Coverings of the nose and mouth are required. They should be worn by all students and employees in all classrooms, communal areas, and public shared spaces on campus, and in areas where physical distancing cannot be observed. As a courtesy, LVC will distribute one cloth (washable and reusable) face mask to all students at the beginning of the Fall 2020 semester. Students and employees may use their own cloth face coverings. The College will provide additional face masks (as needed) to employees where frequent face mask use is required. LVC has secured a stock of disposable face masks if someone has forgotten or misplaced their own.

Barriers
LVC will adapt spaces to promote physical separation in areas where faculty, staff, or students interact closely or exchange materials such as payments or documents, as well as areas with high volumes of interactions.

Gloves
Gloves will be provided where the use of gloves is a requirement of the job function. In general, the use of gloves for repeated tasks unrelated to housekeeping is not recommended.

COMMUNITY COVENANT
All members of the LVC community are expected to follow the Community Covenant:

It is a privilege to be a member of the Lebanon Valley College community of learners. The foundation of our community rests upon the principle that we are only as good as the sum of our parts. For this reason, we embrace our responsibilities to support, assist, challenge, and hold each other to account. As we prepare for a new academic year during this pandemic, let us...
reaffirm our beliefs and values, both personal and communal, to foster a safe, healthy, and high-quality educational environment.

By engaging as a member of the College community, each of us commits to uphold the policies, procedures, and mitigation strategies set forth by Lebanon Valley College:

- Self-monitor for symptoms.
- Refrain from behaviors that will compromise my health and the health of others within our community to include adhering to traffic flow guidelines, guest and visitation policies, any directives to self-isolate as appropriate, and limit my exposure to others who choose to do otherwise.
- Adhere to safe practices such as wearing face coverings, practice physical distancing, employ good hygiene practices such as frequent handwashing and use of hand sanitizer, and greet others without shaking hands.
- Regularly clean and disinfect my personal space and items.
- Prioritize virtual or outdoor meetings with physical distancing.
- Communicate potential health concerns, including COVID-19 symptoms, to appropriate personnel in Shroyer Health Center (students) or my personal physician (employees), and to report all health-related issues as instructed by College policy.
- Hold others accountable to uphold these standards as members of the LVC community.
- Demonstrate care and concern for others.

Those who do not follow the College’s employee and COVID-19 policies or the Student Conduct Code will be prohibited from campus property. LVC policies and protocols may be stricter than county color-status guidelines.

**HAND SANITIZING STATIONS**

Hand sanitizing stations will be placed throughout campus to support good personal hygiene.

**CLEANING**

CDC and PDH have indicated that the COVID-19 virus is easily killed via the use of standard disinfectants and normal use of a washing machine. All cleaning solutions LVC currently uses have gone through testing and been approved for Emerging Pathogen use.

Housekeeping procedures follow guidelines and recommendations from the CDC and PDH, focusing on frequent cleaning of high-touch and communal areas, including bathrooms, elevators, classrooms, and doorknobs in student-facing areas. Housekeeping staff will be
provided with appropriate PPE for cleaning and disinfecting non-clinical spaces per **CDC guidelines**.

Cleaning supplies will be provided so that employees will be able to clean surfaces in their offices. Instructions on the proper use of the cleaning supplies will also be provided.

**VACCINATIONS**
The CDC recommends routine annual influenza vaccinations for anyone more than 6 months of age who does not have contraindications. The College strongly recommends all employees and students obtain the influenza vaccination in addition to all other vaccinations recommended by public health officials.

**SIGNAGE & EDUCATIONAL COMMUNICATIONS**
The College will post signage highlighting pedestrian flow, proper hygiene and handwashing, symptoms checklists, proper physical distancing techniques, and symptom reporting information in all residence halls and administrative buildings. Educational materials will be distributed electronically (email, digital screens, website, social media) and in print.

**POSITIVE COVID-19 CASES**

**COMMUNICATIONS, TRACING, & ISOLATION SPACES**
The College will report presumed and confirmed cases to public health authorities. If there are any positive COVID-19 cases in the campus community, an alert will be issued to employees and students via email and text through the College’s emergency alert system (Omnilert) and posted to the LVC website and social media. A healthcare partner will conduct contact tracing and advise LVC on appropriate response procedures.

Students testing positive for COVID-19 will be either housed in one of the College’s dedicated isolation beds or they may be asked to return home. Meals will be delivered to isolated students on campus, and appropriate cleaning procedures will be followed.

COVID-19 positive students can only return to campus after receiving clearance from a physician and providing documentation of this clearance to the Shroyer Health Center. Faculty and staff who test positive for COVID-19 are required to stay home and only return after receiving clearance from a physician and providing documentation to human resources.

Anyone designated by contact tracing as having had potential COVID-19 exposure will be required to self-isolate for 14 days at home or in their residence hall.
FACILITIES

VENTILATION
To promote indoor air quality, HVAC systems will receive regular maintenance and air flows rates will be increased where possible.

COMMUNAL AREAS & BATHROOMS
In addition to the College’s preexisting cleaning protocols of using hospital-grade disinfectant, we will add additional protocols to clean and disinfect high-touch surfaces routinely and in accordance with official CDC guidelines.

Residence Halls & Academic Buildings
- Restrooms and shower areas will be cleaned and disinfected daily; high-touch areas will receive additional cleaning daily.
- Communal areas will be cleaned and disinfected daily.
- High-touch areas will be cleaned and disinfected daily.
- Disinfectant will be available for students and employees to clean communal areas, with supplies refilled daily.

Office Spaces
- Offices will be cleaned and disinfected weekly.
- Disinfectant and paper towels will be available for employees to do additional cleaning, with supplies refilled daily.

Public Bathrooms
- Restrooms will be cleaned and disinfected daily; high-touch areas will receive additional cleaning daily.

ASSUMPTION OF RISK
Students, employees, and visitors to campus acknowledge that COVID-19 is a public health risk, and even with LVC following recommendations and guidelines from the CDC, the PDH, and PDE, LVC cannot guarantee safety or immunity from infection, and that students, employees, and visitors accept those risks.
CAMPUS CLOSING
The College is seeking guidance from healthcare partners to determine thresholds and criteria for closing the campus and moving to fully remote instruction. This plan will be updated when those thresholds have been defined and will follow recommendations from health officials.

EMPLOYEE POLICIES
All employees must follow the workplace expectations and guidelines emphasized in LVC’s Returning to Campus After COVID-19 Handbook, Employee Exposure to COVID-19 Response, and Pandemic and Communicable Disease Policy.

Faculty members who wish to request an accommodation to teach online for the Fall 2020 semester because of their underlying health conditions, because they live or care for someone in a high-risk COVID-19 category, or because of some other special circumstance that should be considered should contact human resources staff member Rachel Brunner, benefits and HRIS specialist (brunner@lvc.edu; 717-867-6414). Human Resources will coordinate with Provost Cowart to evaluate any accommodation requests. Employees seeking accommodations should contact Rachel Brunner.

Given the fluid circumstances of the pandemic, accommodations should be requested on a semester-by-semester basis. If your circumstances change mid-semester, contact Rachel Brunner.

EXTERNAL VISITORS/CAMPUS GUESTS
The number of visitors to campus will be minimized. A visitor is defined as an individual who is not a current employee or student of the College.

- Student guests are limited; guidelines are presented above and in the Student Handbook.
- Visitors must comply with College policies, including physical distancing and required face coverings.
- Visits must take place outdoors or in areas that permit physical distancing. Visitors to indoor spaces including the library and Arnold Sports Center are not permitted unless approved by LVC Human Resources.
- Prospective students and their families may visit under the guidance of the admission and/or athletics staff.
• Vendors contracted with the College and package and meal deliverers can deliver goods and services.

• Guest lecturers may visit under the aegis of a faculty member. It will be the responsibility of the host employee to assure visitors abide by all LVC Policies and the Returning to Campus After COVID-19 Handbook.

• Volunteers pre-approved to assist with college academic or operational functions may visit under the direction of a supervisor.

• Guidance for visitors who wish to attend athletic events will be determined based on forthcoming NCAA and MAC guidance.

• Any potential visitor with COVID-19 symptoms or a fever of 100.4°F or higher is not permitted on campus.
REFERENCES


CDC TRAVEL RESOURCES
Coronavirus and Travel in U.S.
COVID-19 Travel Recommendations by Country
Cruise Ship Travel
Groups Recommended for Vaccination
Returning from International Travel
State Department COVID-19 Travel Warnings
LVC PRESIDENT’S STAFF
Dr. James MacLaren, president

• Dr. Lewis E. Thayne, president through June 30, 2020
• Dr. Monica Cowart, provost and vice president of academic affairs
• Shawn Curtin, vice president of finance and administration
• Dr. Marc Harris, dean of the faculty and deputy Title IX coordinator
• Ann Hayes, senior director of human resources and Title IX coordinator
• Amy Lintz, executive assistant to the president
• Dr. Bob Mikus, interim vice president of student affairs and dean of students
• Molly O’Brien-Foelsch, chief communications officer
• David Shapiro, senior director of information technology and chief technology officer
• Dr. Susan Tammaro, associate provost
• Matthew Weaver, vice president of advancement and secretary of the College
• Edwin Wright, vice president of enrollment management
RETURN-TO-CAMPUS TASKFORCE

Chair: Dr. Bob Mikus, interim vice president of student affairs and dean of students; chair of the Critical Incident & Emergency Management Team

- William Allman, resident district manager, Metz Culinary Services
- Rick Beard, director of athletics
- Rachel Brunner, benefits and HRIS specialist
- Dr. Monica Cowart, provost and vice president of academic affairs
- Shawn Curtin, vice president of finance and administration
- Ann Hayes, senior director of human resources and Title IX coordinator
- Kimberly LeBlanc, director of admission
- Caitlin Lenker, director of residential life
- Amy Lintz, executive assistant to the president
- Dr. James M. MacLaren, president
- Mike Mumper, director of facilities management
- Brent Oberholtzer, director of public safety
- Molly O’Brien-Foelsch, chief communications officer
- Jill Savini, registered staff nurse
- David Shapiro, senior director of information technology and chief technology officer
- Melissa Sherwood, associate director of human resources
- Dr. Lewis E. Thayne, president through June 30, 2020
- Dr. Renata Williams, assistant dean for inclusion and engagement and director of intercultural affairs and inclusive programming
Community Covenant

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By engaging as a member of the College community, each of us commits to uphold the policies, procedures, and mitigation strategies set forth by Lebanon Valley College:

- **Self-monitor** for symptoms.
- **Refrain from behaviors that will compromise my health and the health of others** within our community to include adhering to traffic flow guidelines, guest and visitation policies, any directives to self-isolate as appropriate, and limit my exposure to others who choose to do otherwise.
- **Adhere to safe practices** such as wearing face coverings, practice physical distancing, employ good hygiene practices such as frequent handwashing and use of hand sanitizer, and greet others without shaking hands.
- **Regularly clean and disinfect** my personal space and items.
- **Prioritize virtual or outdoor meetings** with physical distancing.
- **Communicate potential health concerns**, including COVID-19 symptoms, to appropriate personnel in Shroyer Health Center (students) or my personal physician (employees), and to report all health-related issues as instructed by College policy.
- **Hold others accountable** to uphold these standards as members of the LVC community.
- **Demonstrate care and concern for others**.

FOR OURSELVES. FOR EACH OTHER.