



## PHASE 2: NSU RETURN-TO-CAMPUS PLAN

### KEY FACTORS DRIVING PHASE 2

- Follows all **CDC**, state, and regional guidelines
- Returns employees to work slowly and safely
- Mitigates the risk of resurgence
- Protects the most vulnerable
- All units should be prepared to adjust, including returning to a remote work environment, if the situation changes

### PERSONNEL INCLUDED IN PHASE 2

Aside from essential personnel currently on campus, only other employees specifically approved by their respective Vice President may return to campus.

### GOVERNING DIRECTIVES FOR PHASE 2

#### **Employees must maintain physical distancing and proper hygiene:**

- Wash hands often with soap and water for at least 20 seconds
- Use hand sanitizer, at least 60% alcohol, if soap and water are unavailable
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Wear face coverings when the job or circumstances put you within 6 feet of others
- Increase frequency of cleaning provided by Red River Sanitors

- **If sick, stay home**
- **Physical distancing and personal hygiene regulations apply**
- **NSU will strictly adhere to CDC guidelines for confirmed or suspected cases/contacts**

#### **Anyone who has been exposed to COVID-19 must:**

- Stay home
- Notify their Supervisor of exposure
- Be cleared for return to campus

**GOAL:** To return additional personnel to the campuses in a safe and controlled manner

## OVERVIEW

- Vice Presidents will coordinate work schedules
- Limited access to buildings
- Gathering spots remain closed
- Employees must maintain CDC physical distancing regulations
- Face coverings should be worn by employees when the job or circumstances put them within 6 feet of others

### Office Environments

- No in-person large meetings; virtual meetings are preferable; small group meetings can be held face to face if social distancing can be maintained
- Limit sharing of office supplies and equipment; if sharing is essential, all items should be disinfected before and after use

### Academic Classrooms

- Online classes
- Nursing and Radiological Sciences residential classes will operate as scheduled
- Faculty continue to provide online instruction remotely

### Camps and Events

- All on-campus camps and events are cancelled through June.

### Residential Life

- Current status and operations remain unchanged

### Dining

- To go operations maintained
- Iberville Dining Hall 11:30 - 1:00 Monday-Friday limited dine in

### Student Activities

- WRAC open, limited hours and participation
- Rec Complex Golf Course open, limited hours and participation
- Rec Complex Swimming Pool, closed
- Union remains closed to users
- Counseling Services: 8 am - 3 pm M-Th; 8 am - noon Friday
- Health Services: 8 am - noon M-Th with nurse on call 12 pm - 5 pm; 8 am - noon Friday
- Post Office: M-F regular hours

### Library and Labs

- Watson Library remains closed; responding to digital service requests only
- Russell Hall Computer Lab 8 am - 8 pm

### Nursing, Shreveport, LA

**Location:** Nursing Education Center, Rooms 105 and 112

**Hours:** 8:00 a.m. – 5:00 p.m. Monday – Thursday, 8:00 a.m. – 12:00 p.m. Friday

**Contact:** Jennifer Long, 357-6482

Software / Information: Microsoft Office, Nursing CAI, Internet, Laser Printing

**Lab Restrictions:** myNSU account required, PaperCut Allotment

### Fort Polk, Leesville, LA

**Location:** Bldg. 550, Room 125

**Hours:** 7:30 a.m. – 5:00 p.m. Monday – Thursday, 8:00 a.m. – 12:00 p.m. Friday

**Contact:** Martha Koury 337-392-3116

Software / Information: Microsoft Office, Internet, Laser Printing

**Lab Restrictions:** myNSU account required, PaperCut Allotment

### Cenla Campus, Alexandria, LA

**Location:** England Airpark, Conference Room

**Hours:** 7:30 a.m. – 4:30 p.m. Monday – Thursday, 8:00 a.m. – 11:30 a.m. Friday

**Contact:** Jason Parks, (318) 484-2184

Software / Information: Microsoft Office, Internet, Laser Printing

**Lab Restrictions:** myNSU account required, PaperCut Allotment

### Testing Center Hours

Below are hours of operation for Testing/Proctoring. Each campus has guidelines set in place for COVID 19.

**Main Campus** – Monday-Thursday 8 a.m.-1 p.m. and Fridays 8 a.m.-noon

**Barksdale** – Will not be testing/proctoring until Fall.

**Cenla** – Monday-Thursday 7:30 a.m.-4:30 p.m. and Friday 8-11:30 a.m.

**Leesville** – Monday – Thursday 8:30 a.m. and 1p.m. only. Fridays 8:30 a.m. only.

**Marksville** – Rotation each week – Monday-Thursday 8 a.m.– 4:30. p.m. and Friday 8 a.m.-noon. The next week will be Tuesday and Thursday 8 a.m.-4:30 p.m.

**Shreveport Accuplacer/Nursing proctoring** – Monday and Wednesday noon-4 p.m.

**Shreveport General Ed Proctoring** – Monday-Thursday 8 a.m.-noon.

If you have any questions, please email Star Hamous at starh@nsula.edu or testing@nsula.edu.

*You must have an appointment to test. Wear a mask and practice social distancing.*

**NSU will initiate additional phases when stay-at-home orders are lifted or modified and an NSU presidential directive is given.**

Any concerns regarding returning to campus should be directed to your immediate supervisor.

6/3/2020