

# COVID-19

## Pandemic Response & Guidance

**University of the Virgin Islands**  
Presented (May 29, 2020)



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# COVID-19 Pandemic Response & Guidance



UNITED STATES VIRGIN ISLANDS  
**COVID-19 PATH TO  
 A NEW NORMAL**



**OVERVIEW**

The Government of the US Virgin Islands announces a five-part advisory plan designed to safely re-engage all operations in the territory in response to the COVID-19 pandemic.

For guidelines on each phase, please see below.

[www.vi.gov](http://www.vi.gov)



| TOTAL QUARANTINE                               | STAY AT HOME   | SAFER AT HOME   | OPEN DOORS   | NEW NORMAL   |
|--|--|---|--|--|
| Curfew for everyone except emergency personnel | All non-essential businesses closed, public & private sector | Non-essential businesses open, bars closed, hotel reservation systems closed          | All businesses open  | Mass gathering and social distancing restrictions relaxed                                |
|  | Restaurants – take-out only                                  | Restaurants – take-out only   | Indoor/Outdoor recreation facilities open, no food or drink (movies, bowling alley)      | No gathering greater than 50, no gathering without facial covering and social distancing |
|  | Schools, daycares closed                                     | Indoor/Outdoor recreation facilities open, no food or drink, facial covering required | No gathering greater than 50, no gathering without facial covering and social distancing | Facial coverings in all commercial entities  |
|  | Beaches closed on the weekends from noon                     | No gathering greater than 50, facial coverings and social distancing required         | Facial coverings in all commercial entities  | Schools, daycares closed   |
|  | Suspension of elective medical and dental procedures         | Facial covering in all commercial entities  | Schools, daycares closed   | Nursing homes limited visitation   |
|  |  | Schools, daycares closed  | Nursing homes limited visitation   |  |
|  |  | Nursing homes closed to visitation  |  |  |

**UNIVERSITY REOPEN PHASE**

MIXED MODALITY

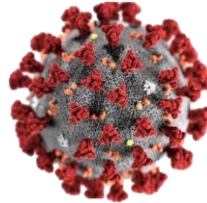
IN-PERSON CLASSES

| OPEN DOORS   | NEW NORMAL  |
|--|---|
| All businesses open  | Mass gathering and social distancing restrictions relaxed |
| Indoor/Outdoor recreation facilities open, no food or drink (movies, bowling alley)      |   |
| No gathering greater than 50, no gathering without facial covering and social distancing |   |
| Facial coverings in all commercial entities  |   |
| Schools, daycares closed   |   |
| Nursing homes limited visitation   |   |



# REOPENING UVI DURING THE COVID-19 PANDEMIC

## REOPENING PHASES



Based on USVI Government  
Reopening Phases

|                                  | Stay At Home   | Open Doors                   | New Normal                    |
|----------------------------------|----------------|------------------------------|-------------------------------|
|                                  | March 16, 2020 | August 15, 2020<br>Projected | January 15, 2021<br>Projected |
| <b>ADMINISTRATIVE OFFICES</b>    | ●              | ●                            | ●                             |
| <b>IN-PERSON CLASSES</b>         | ●              | ●                            | ●                             |
| <b>RESIDENCE HALLS</b>           | ●              | ●                            | ●                             |
| <b>ACTIVITIES/EVENTS/GROUNDS</b> | ●              | ●                            | ●                             |

● Suspension    ● Limited    ● New Normal

# REOPENING CATEGORIES

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



1. The Campus Environment
2. The Work Environment
3. Instruction and Classes
4. Campus Housing
5. Facilities and Events
6. Taking Care of Everyone
7. Stay Informed!

# 1. THE CAMPUS ENVIRONMENT

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



## Post Signage/Notices on Campus (COVID-19 Guidelines & Protocols)

### HEALTHY HYGIENE PRACTICES

- PPE: Masks required while on campus; Masks, gloves and other PPE required by essential staff, will be provided, as needed.
- Hand Sanitizers Across Campus at High Traffic Areas
- Healthy Hygiene Posters Across Campus

### CLEANING/DISINFECTING

- Increased Cleaning in High Touch Areas: Soda Machines, Snack Machines, Door handles, etc.
- Facility Rentals: New Guidelines for Enhanced Cleaning (*See Facilities & Events, pg. 15*)



# 1. THE CAMPUS ENVIRONMENT

CONTINUED

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



#### **SOCIAL DISTANCING (6 FT)**

- Outdoor Seating must comply with social distancing policies.
- Waiting Area capacity must comply with social distancing policies.
- Furniture in areas will be rearranged and should not be moved or rearranged by users.
- Group Gatherings outdoors should be limited.

## 2. THE WORK ENVIRONMENT

### REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



#### OFFICE SPACE

- a) Follow CDC Guidance on Safety Measures Required (*See CDC Information Flyers, Pg. 24-26*)
- b) Adhere to the Social Distancing Requirement (6 FT distance)
- c) Staggered Work Hours/Days required for employees in shared offices as may be necessary.
- d) Teleworking will be permitted in certain circumstances, with prior approval.
- e) Install Shield Barriers in reception areas, ex. Library, Registrar, Health Services, Cafeteria service line, Snack Bar, Bookstore, etc. (*See sample shields on Pg. 33*)



# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



## 2. THE WORK ENVIRONMENT

CONTINUED

### **BUSINESS PROCESSES**

- a) Employees encouraged to host more Virtual Meetings as opposed to in-person meetings.
- b) Employees and students should limit face-to-face conversations as much as possible.
- c) Employees should inform others of availability and students and co-workers should make appointments prior to in-person office visits.
- d) Social distancing policies should be followed in all common areas on campus.

# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



## 2. THE WORK ENVIRONMENT

CONTINUED

### NEW EMPLOYEES

- a) Resume Recruitment & International Hire processes.
- b) New employee orientation should be conducted online.

### HUMAN RESOURCES POLICIES

- a) “If you are sick, stay home.” Enforce Sick Leave Policy: Employees that are sick are required to stay home and utilize their sick leave benefits.
- b) Business Travel Restrictions apply during Fall 2020. Individuals returning from travel are encouraged to check with their physicians before resuming normal work or academic activities.

# 3. INSTRUCTION/CLASSES

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



#### **CLASSROOMS & INSTRUCTION SPACES**

Classroom capacity will be adjusted to comply with the social distancing policy. On the Albert A. Sheen campus, overall seating capacity will be reduced from 840 to 259, and on St. Thomas Campus from 911 to 276. *(See detailed room capacity on Pgs. 29-31)*

#### **MIXED MODALITY**

- a) Classes will be offered in mixed modalities including: In-Person, Remote, Flipped Instruction, Video-conference, or combination thereof.
  - In-Person classes will occur for those class sizes that fit within the reduced classroom capacity.
  - Classes that exceed classroom capacity may be offered with mixed modality, including flipping classes, cohort attendance groups for in-person attendance, remote, etc.
  - Classes with labs may be offered remotely, but the lab conducted in-person.

# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



# 3. INSTRUCTION/CLASSES

Continued:

## IN-PERSON ATTENDANCE

- a) Use of masks/facial coverings are required when entering or exiting classrooms.
- b) While seated at 6 FT distance, students may remove masks during class session, but must put them on if moving around in the class.
- c) Faculty members are not required to wear a mask while lecturing in class, if maintaining a 6 FT physical distance.

## LABS

Capacity in labs and study areas were reduced based on social distancing requirements and are currently limited to 2-hr blocks.

## COMMUNICATION

Faculty encourage to increase use of Blackboard to enhance communication with students.

## CLASS EQUIPMENT & FURNITURE

- a) Students and faculty will be required to clean/disinfect Lab Equipment, esp. prior to use.
- b) Computers, mannequins, etc. will be cleaned/sanitized between classes.

# 4. CAMPUS HOUSING

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



#### **OCCUPANCY**

- a) Only single rooms will be permitted.
- b) Staggered Move-In and Move-Out processes will be established to ensure social distancing protocols.
- c) Priority guidelines will be developed for room assignments.

#### **COMMON SPACE USAGE**

- a) Maintain Social Distancing protocols
- b) Laundry facilities: By appointment system.
- c) Regular and Rigorous Sanitization of common spaces and bathrooms by custodial.

# 4. CAMPUS HOUSING

Continued:

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



#### **DINING FACILITIES**

- a) Serving line marked to manage flow
- b) Dine-In Options (Limited Capacity);
- c) Take-out options available.
- d) Hours of operations will be extended.

#### **VISITOR POLICY**

No visitors will be allowed in Residence Halls during the Fall 2020 semester.



# 5. FACILITIES & EVENTS

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



### ACTIVITIES/EVENTS/GROUNDS

- a) Capacity restrictions to adhere to social distancing protocols.
- b) Facility Layout to ensure 6 FT
- c) Regular Cleaning/Sanitization required by both UVI and user group.
- d) Food Services provided during event: Grab & Go Distribution only.

### CAPACITY ASSESSMENT REQUIRED FOR:

- a) Use of Common Areas
- b) Large Group Gatherings
- c) Commencement
- d) Library
- e) Game Room
- f) Wellness Center
- g) Bucs Fitness Center
- h) Intramural Programs

# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



## 6. TAKING CARE OF EVERYONE

*Following Guidance from CDC, DOH and American College Health Association*

### **Health Services**

- a) Telehealth: (Walk-Ins will not be allowed)
- b) PPE – Masks required for in person visits
- c) Quarantine space to be identified with DOH
- d) Maintain protocol guidance until peak of virus

### **COVID-19L TESTING, VACCINES & TEMPERATURE SCREENING**

- a) The territory is currently able to test symptomatic individuals.
- b) Additional testing and screening capacity is currently being explored:
  - a) Private testing of all students and employees, as part of health coverage.
  - b) Temperature screening for sensitive areas or events.

# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



## 6. TAKING CARE OF EVERYONE

### ON-GOING MONITORING OF:

- a) Risks of Coronavirus & Influenza (2X) – Spring 2021
  - b) COVID-19 Late Bloomers
  - c) Impact of Hurricane Activity on Pandemic
  - d) COVID-19 testing required prior to moving in to Residence Halls;  
Rapid Test: 3 min (+); 15 min (-)
- a) Need for COVID-19 vaccinations
  - b) Antibody testing/immunity

# 7. STAY INFORMED!

## REOPEN PHASE:

### Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



Need Your Help!  
*Shared Responsibility is a must.*

## PUBLIC RELATIONS

- a) Signage/Notices on Campus (COVID-19)
- b) Monitor Changes in community spread
- c) Communication Strategy to include regular updates on COVID-19 Website, Press Releases, UVI Messaging, FaceBook, Twitter, etc.
- d) REQUIRED: Communicate regularly with University community, students, faculty & staff
- e) Establish on-going updates during reopening phase.

# REOPEN PHASE:

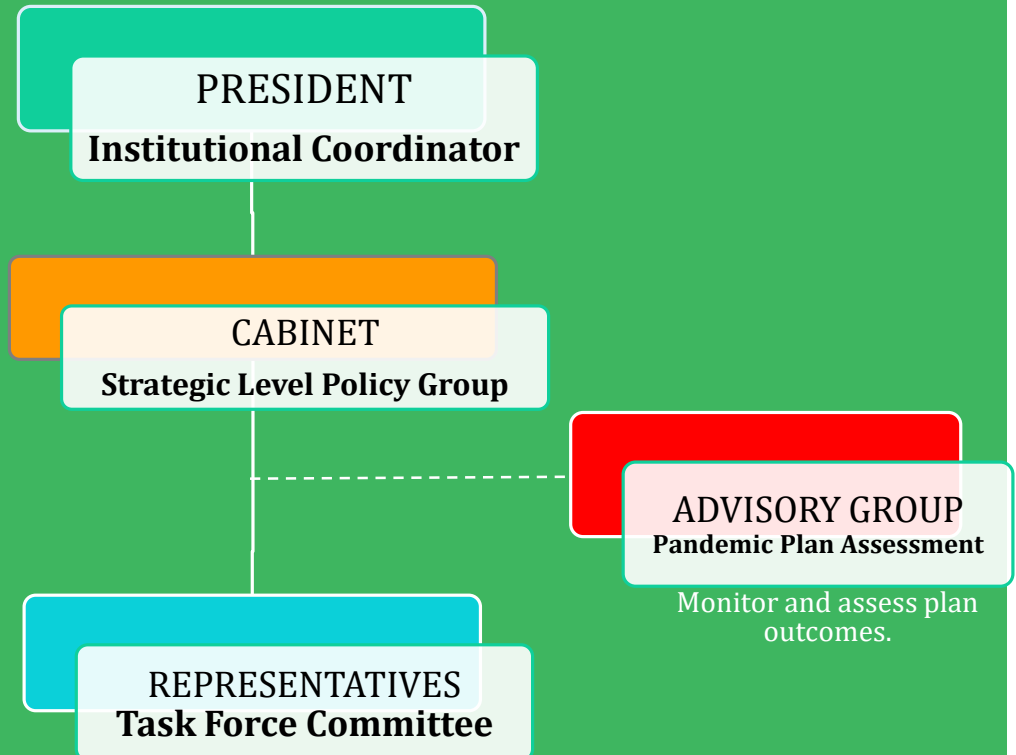
## New Normal

### TASK FORCE REPRESENTATIVES

- Academics
- Access & Enrollment Services
- Administration & Finance
- Campus Operations
- Campus Housing
- Health Services
- Human Resources
- Information & Technology Services
- Institutional Advancement
- Physical Plant
- Security
- Student Affairs
- President's Office
- Public Relations



# UVI PANDEMIC PLAN ORGANIZATION



**The UVI COVID-19 Pandemic Plan & Guidelines** provides an overview of actions needed by UVI based on the community spread of the virus as well as based on the VI Government response phase. These guidelines are further articulated by individual department plans, including those of Health Services, Residence Halls, Public Relations, Academics, Physical Plant and Human Resources.

# APPENDIX

COVID-19

Pandemic Response & Guidance





# OPERATING GUIDELINES

## REOPEN PHASE:

### New Normal

- Mass gathering and social distancing restrictions relaxed.



1. Resume full operation capacity
  - Classes/Instruction
  - Campus Housing
  - Facilities & Events
2. Telework suspended
3. Stay Informed!

# COVID-19 PHASES

- \* SAFER AT HOME
- \* STAY AT HOME

- Coordinate with local health officials
- Consider extended in-person class suspension



# OPERATING GUIDELINES

1. Essential Services Only
2. Teleworking implemented
3. In-person class suspension
4. Closure of Campus Housing
5. Facilities & Events  
Suspension
6. Stay Informed!

# OPERATING GUIDELINES

COVID-19  
PHASE

TOTAL  
QUARANTINE

- Coordinate with local health officials
- Consider complete closure requirements



**DO NOT OPEN**

1. GOVERNMENT: Curfew for everyone, except emergency personnel
2. Full University Closure

**Stay Safe!**

## REOPENING SCHOOLS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist administrators in making decisions regarding K-12 schools during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions.

### Should you consider opening?

- ✓ Is the school in a community no longer requiring significant mitigation?
- ✓ Will reopening be in compliance with state and local orders?
- ✓ Will the school be ready to protect children and staff at higher risk for severe illness?

ANY  
NO



ALL  
YES

### Are recommended safety actions in place?

- ✓ Promote healthy hygiene practices such as hand washing, teachers and staff wearing a cloth face covering
- ✓ Intensify cleaning, disinfection, and ventilation
- ✓ Ensure social distancing such as increased spacing, small groups, limited mixing between groups
- ✓ Limit sharing of items such as student's belongings, supplies, and equipment
- ✓ Train all staff on safety actions

ANY  
NO



ALL  
YES

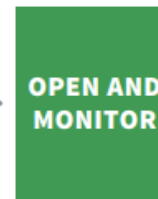
### Is ongoing monitoring in place?

- ✓ Check for signs and symptoms of students and staff
- ✓ Encourage anyone who is sick to stay home
- ✓ Plan for if students or staff get sick
- ✓ Regularly communicate with local authorities, staff, and families
- ✓ Monitor student and staff absences and have flexible leave policies and practices
- ✓ Be ready to close if there are increased cases

ANY  
NO



ALL  
YES



For more information, please visit [CORONAVIRUS.GOV](https://www.cdc.gov/coronavirus)



# Share Facts About COVID-19

Know the facts about coronavirus disease 2019 (COVID-19) and help stop the spread of rumors.

FACT  
1

Diseases can make anyone sick regardless of their race or ethnicity.

People of Asian descent, including Chinese Americans, are not more likely to get COVID-19 than any other American. Help stop fear by letting people know that being of Asian descent does not increase the chance of getting or spreading COVID-19.

FACT  
2

Some people are at increased risk of getting COVID-19.

People who have been in close contact with a person known to have COVID-19 or people who live in or have recently been in an area with ongoing spread are at an increased risk of exposure.

FACT  
3

Someone who has completed quarantine or has been released from isolation does not pose a risk of infection to other people.

For up-to-date information, visit CDC's coronavirus disease 2019 web page.

FACT  
4

You can help stop COVID-19 by knowing the signs and symptoms:

- Fever
  - Cough
  - Shortness of breath
- Seek medical advice if you
- Develop symptoms
- AND
- Have been in close contact with a person known to have COVID-19 or if you live in or have recently been in an area with ongoing spread of COVID-19.

FACT  
5

There are simple things you can do to help keep yourself and others healthy.

- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue and throw the tissue in the trash.

For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)



10/20/20 4:07:00 PM

# STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Clean and disinfect frequently touched objects and surfaces.



Avoid touching your eyes, nose, and mouth.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)

CS14915-A



# CORONAVIRUS DISEASE 2019 (COVID-19)



**You can help prevent the spread of respiratory illnesses with these actions:**

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose & mouth.
- Practice social distancing by putting space between yourself & others.
- Wash hands often with soap & water for at least 20 seconds.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

316159-A March 25, 2020 8:00 AM



# CORONAVIRUS DISEASE 2019 (COVID-19)

## Considerations for Institutes of Higher Education (EXCERPT)

### •Cloth Face Coverings

Recommend and reinforce use of cloth face coverings among students, faculty, and staff. Face coverings should be worn as feasible and are **most** essential in times when physical distancing is difficult.

- Note: Cloth face covering should **not** be placed on:
  - Anyone who has trouble breathing or is unconscious
  - Anyone who is incapacitated or otherwise unable to remove the cover without assistance



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

316159-A March 25, 2020 8:00 AM

- Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Cloth face coverings are not surgical masks, respirators, or other medical personal protective equipment.



# COVER YOUR FACE\*

BY ORDER OF THE GOVERNOR OF THE US VIRGIN ISLANDS

ALL VISITORS (Adult and Child) and EMPLOYEES of this establishment are required to wear a **FACE COVERING** at all times.

Violators of this rule, established by the Government of the Virgin Islands and other agencies, are subject to refusal of service, request to leave, establishment closure, additional restrictions, and fines covered under the guidelines of the Department of Licensing and Consumer Affairs and the Virgin Islands Police Department.

\*When entering a business, an individual is only permitted to cover one's mouth and nose. **Sunglasses, hats, ski masks or anything that may be used to cover your eyes and head are NOT PERMITTED.**

# OR NO SERVICE

MAINTAIN PROPER SOCIAL DISTANCING RULES

## REPORT VIOLATORS:

(340) 713-DLCA (3522) • (340) 714-DLCA (3522)  
REPORT SCAM: (340) 727-7226 • (340) 771-7226



ALL VISITORS (Adult and Child) and EMPLOYEES of this establishment are required to wear a **FACE COVERING** at all times.

Violators of this rule, established by the Government of the Virgin Islands and other agencies, are subject to refusal of service, request to leave, establishment closure, additional restrictions, and fines covered under the guidelines of the Department of Licensing and Consumer Affairs and the Virgin Islands Police Department.

\*When entering a business, an individual is only permitted to cover one's mouth and nose. **Sunglasses, hats, ski masks or anything that may be used to cover your eyes and head are NOT PERMITTED.**

# Institutions of Higher Education (IHE) Decision Tree

## Regardless of Community Spread



## No Community Spread

- Update Emergency Operation Plan
- Healthy hygiene and cleaning/ disinfection
- Monitor absenteeism
- Assess group gatherings/events
- Require sick individuals to stay home
- Establish procedures for individuals who are sick on campus
- Ensure health clinics prepare for COVID-19
- Communicate regularly with student, staff, faculty



## Minimal to Moderate OR Substantial Community Spread



# REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



# INSTRUCTION/CLASSES – Cap.

## UVI Albert A. Sheen Campus: Estimated COVID-19 Capacity

| Bldg                                | Room  | Description   | Listed Capacity | Current Furniture |         | Total Room   |              | Student Space (Sq Ft) | Covid19 Capacity | Sq Ft / Student |
|-------------------------------------|-------|---------------|-----------------|-------------------|---------|--------------|--------------|-----------------------|------------------|-----------------|
|                                     |       |               |                 | Chairs            | Desks   | Depth (feet) | Width (feet) |                       |                  |                 |
| <b>Cooperative Extension (CEX)</b>  |       |               |                 |                   |         |              |              |                       |                  |                 |
| CEX                                 | C-100 | Classroom     | 20              | 19                | 19      | 33           | 20           | 460                   | 12               | 38              |
| <b>Melvin H. Evans Center (EVC)</b> |       |               |                 |                   |         |              |              |                       |                  |                 |
| EVC                                 | 207   | Classroom     | 35              | 29                | 33      | 25           | 25           | 375                   | 8                | 47              |
| EVC                                 | 208   | Science Lab   | 16              | 14                | 7(D)    | 23           | 22           | 286                   | 6                | 48              |
| EVC                                 | 302   | Classroom     | 30              | 23                | 11(D)   | 24           | 22           | 308                   | 6                | 51              |
| EVC                                 | 302A  | Video Confer  | 20              | 16                | 8(D)    | 20           | 15.5         | 375                   | 4                | 94              |
| EVC                                 | 303   | Classroom     | 35              | 30                | 12(D)   | 20           | 26           | 260                   | 6                | 43              |
| EVC                                 | 304   | Comp Lab/Vid  | 10              | 12                | 5(D)    | 25           | 13           | 195                   | 3                | 65              |
| EVC                                 | 305   | Classroom     | 25              | 30                | 10(D)   | 24           | 24           | 336                   | 6                | 56              |
| EVC                                 | 308   | Classroom     | 30              | 20                | 10(D)   | 26           | 18           | 288                   | 5                | 58              |
| EVC                                 | 401   | Theater & Vid | 73              | 73                | 0       | 18           | 35           | 280                   | 23               | 12              |
| EVC                                 | 405   | Classroom     | 24              | 24                | 12(D) 2 | 23           | 25           | 325                   | 6                | 54              |
| EVC                                 | 408   | Classroom     | 30              | 30                | 30      | 25           | 23           | 345                   | 8                | 43              |
| EVC                                 | 501   | Classroom     | 30              | 25                | 25      | 25           | 24           | 360                   | 8                | 45              |
| EVC                                 | 505   | Classroom     | 24              | 24                | 12(D)   | 23           | 23           | 299                   | 6                | 50              |
| EVC                                 | 713   | Video Confer  | 25              | 24                | 6(D) 11 | 25           | 25           | 375                   | 7                | 54              |
| EVC                                 | 716   | Classroom     | 20              | 24                | 12(D)   | 25           | 25           | 375                   | 8                | 47              |
| EVC                                 | 807   | Video Confer  | 16              | 18                | 2(DD)   | 25           | 12           | 180                   | 6                | 30              |
| <b>Modular Building</b>             |       |               |                 |                   |         |              |              |                       |                  |                 |
| MDB                                 | 102   | Seminar Room  | 12              | 6                 | 1(Conf) | 16           | 11           | 66                    | 5                | 13              |
| <b>North West Wing (NWW)</b>        |       |               |                 |                   |         |              |              |                       |                  |                 |
| NWW                                 | 102   | Classroom     | 18              | 19                | 9       | 25           | 20           | 300                   | 7                | 43              |
| NWW                                 | 103   | Video - Conf  | 18              | 17                | 8       | 19           | 25           | 225                   | 5                | 45              |
| NWW                                 | 131   | Computer Lab  | 24              | 24                | 10(D)   | 25           | 23           | 345                   | 8                | 43              |
| NWW                                 | 133   | Computer Lab  | 18              | 20                | fixed   | 26           | 19           | 304                   | 7                | 43              |

# INSTRUCTION/CLASSES – Cap.

## REOPEN PHASE:

## Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



| Bldg  | Room  | Description     | Listed Capacity | Current Furniture |         | Total Room   |              | Student Space (Sq Ft) | Covid19 Capacity | Sq Ft / Student |
|---|-------|-----------------|-----------------|-------------------|---------|--------------|--------------|-----------------------|------------------|-----------------|
|   |       |                 |                 | Chairs            | Desks   | Depth (feet) | Width (feet) |                       |                  |                 |
| <b>Nursing Complex (SCNURS)</b>             |       |                 |                 |                   |         |              |              |                       |                  |                 |
| SCNURS                                      | Q-100 | Classroom       | 50              | 31                | 4(D) 35 | 35           | 23           | 575                   | 12               | 48              |
| SCNURS                                      | R-100 | Classroom       | 50              | 31                | 29      | 35           | 23           | 575                   | 12               | 48              |
| SCNURS                                      | S-100 | Nursing Lab     | 16              | 9 Beds            |         | 35           | 23           | 575                   | 5                | 115             |
| SCNURS                                      | T-100 | Science Lab     | 24              | 31                | 29      | 35           | 23           | 575                   | 5                | 115             |
| SCNURS                                      | U-105 | Conference      | 10              | 13                | 1(Conf) | 18           | 24           | 192                   | 4                | 48              |
| <b>Research Extension Center (REC)</b>      |       |                 |                 |                   |         |              |              |                       |                  |                 |
| REC   | 139   | Classroom       | 20              | 14                | 7(D)    | 26           | 15           | 240                   | 6                | 40              |
| REC   | 143   | Classroom       | 20              | 12                | 6(D)    | 26           | 15           | 240                   | 6                | 40              |
| <b>Research &amp; Technology Park (RTP)</b> |       |                 |                 |                   |         |              |              |                       |                  |                 |
| RTP   | 129   | Video - Conf    | 25              | 0                 | 0       | 31           | 22           | 462                   | 9                | 51.3            |
| RTP   | 138   | Physical Sc Lab | 24              | 24                | 12(D)   | 37           | 35           | 945                   | 12               | 78.8            |
| RTP   | 216   | Chemistry Lab   | 16              | 0                 | fixed   | 35           | 24           | 600                   | 8                | 75.0            |
| RTP   | 222   | Biology Lab     | 16              | 0                 | fixed   | 35           | 24           | 600                   | 8                | 75.0            |
| RTP   | 226   | Video - Conf    | 36              | 0                 | 0       | 36.5         | 24           | 636                   | 12               | 53.0            |

|              |  |                     |     |  |  |                                   |  |            |                                   |     |
|--------------|--|---------------------|-----|--|--|-----------------------------------|--|------------|-----------------------------------|-----|
| <b>TOTAL</b> |  |                     | 840 |  |  |                                   |  |            |                                   | 259 |
|              |  |                     |     |  |  |                                   |  |            | <b>Percent of Listed Capacity</b> | 31% |
|              |  | <b>Pre-COVID19</b>  |     |  |  | 18 to 30 square feet per student  |  |            |                                   |     |
|              |  | <b>Post-COVID19</b> |     |  |  | 113 - 118 square feet per student |  | Target     |                                   |     |
|              |  |                     |     |  |  | 43 - 113 square feet per student  |  | Acceptable |                                   |     |
|              |  |                     |     |  |  | 43 square feet per student        |  | Minimum    |                                   |     |



# INSTRUCTION/CLASSES – Cap.

## UVI St. Thomas Campus: Estimated COVID-19 Capacity

REOPEN  
PHASE:

Open Doors

- Social distancing
- Consider space use for classes, offices & events
- Ensure continuity of safe housing & campus environment



| STT Campus                    | Classroom Administration Building   |        |                     |              |                           |            |        |                   |            |        |
|-------------------------------|-------------------------------------|--------|---------------------|--------------|---------------------------|------------|--------|-------------------|------------|--------|
| <b>Rooms</b>                  | CAB100                              | CAB103 | CAB107              | CAB109       | CAB112                    | CAB203     | CAB204 | CAB205            | CAB209     | CAB213 |
| <b>Seating Capacity</b>       | 10                                  | 21     | 25                  | 37           | 30                        | 20         |        | 39                |            | 18     |
| <b>COVID-19 Est. CAPACITY</b> | 3                                   | 6      | 8                   | 11           | 9                         | 6          | 0      | 12                | 0          | 5      |
|                               | <b>CA Building (Cont'd)</b>         |        |                     |              |                           | <b>CSS</b> |        | <b>Humanities</b> |            |        |
| <b>Rooms</b>                  | CAB302                              | CAB303 | CAB305              | CAB306       | CAB307                    | CSS 1/2    | CSS 3  | HUM100            | HUM104     | HUM200 |
| <b>Seating Capacity</b>       | 66                                  | 29     | 35                  | 25           | 29                        | 8 and 12   | 8      |                   | 20         |        |
| <b>COVID-19 Est. CAPACITY</b> | 20                                  | 9      | 11                  | 8            | 9                         | 2          | 2      | 0                 | 6          | 0      |
|                               | <b>MMC</b>                          |        | <b>Music Center</b> |              |                           |            |        |                   |            |        |
| <b>Rooms</b>                  | MMC104                              | MUS100 | MUS200              | MUS201       | MUS203                    | MUS206     | MUS207 | MUS208            | MUS215     |        |
| <b>Seating Capacity</b>       |                                     |        |                     |              |                           |            |        |                   |            |        |
| <b>COVID-19 Est. CAPACITY</b> | 0                                   | 0      | 0                   | 0            | 0                         | 0          | 0      | 0                 | 0          | 0      |
|                               | <b>Nursing</b>                      |        |                     | <b>Penha</b> | <b>Science &amp; Math</b> |            |        |                   | <b>SFC</b> |        |
| <b>Rooms</b>                  | NUR101                              | NUR201 | NUR214              | PENHA        | SCI109                    | SCI110     | SCI205 | SCI206            | SFC222     | SFC225 |
| <b>Seating Capacity</b>       | 36                                  | 30     | 30                  | 20           | 16                        | 16         | 10     | 10                | 68         | 25     |
| <b>COVID-19 Est. CAPACITY</b> | 11                                  | 9      | 9                   | 6            | 5                         | 5          | 3      | 3                 | 20         | 8      |
|                               | <b>Teacher Education</b>            |        |                     |              |                           |            |        |                   |            |        |
| <b>Rooms</b>                  | TED101                              | TED102 | TED103              | TED114       | TED116                    | TED211     | TED212 | TED213            | TED216     |        |
| <b>Seating Capacity</b>       |                                     | 47     | 32                  | 20           | 30                        | 26         | 24     | 20                | 39         |        |
| <b>COVID-19 Est. CAPACITY</b> | 0                                   | 14     | 10                  | 6            | 9                         | 8          | 7      | 6                 | 12         |        |
|                               | <b>Estimated TOTAL CAPACITY</b>     |        |                     |              |                           |            |        |                   |            |        |
|                               | <b>100%</b>                         | 911    | <b>30%</b>          | 276          |                           |            |        |                   |            |        |
|                               | <b>CLASSROOM - NO ITS EQUIPMENT</b> |        |                     |              |                           |            |        |                   |            |        |
|                               | <b>LABS</b>                         |        |                     |              |                           |            |        |                   |            |        |
|                               | <b>SMART CLASSROOMS</b>             |        |                     |              |                           |            |        |                   |            |        |
|                               | <b>VIDEO-CONFERENCE ROOMS</b>       |        |                     |              |                           |            |        |                   |            |        |

# COVID-19 Regulations

## REOPEN PHASE:

Open Doors

**MAXIMUM  
OCCUPANCY**

**30**

Maintain Safe 6 FT  
Social Distancing.

*Please do not  
rearrange furniture.*



# COVID-19 Regulations



**DO NOT USE**

# Office & Face Shield Samples





# COVID-19 Regulations

## REOPEN PHASE:

## Open Doors

### MAXIMUM OCCUPANCY

# 30

### Maintain Safe 6 FT Social Distancing.

*Please do not rearrange furniture.*



## Protocols for Facility Reservations



University of the Virgin Islands



## COVID-19 Protocols Use of Great Hall Facility

**Attention! Individuals with flu-like symptoms are not allowed on campus.**

Amidst the COVID-19 pandemic, UVI's guidelines for facility reservations have been updated in an effort to better safeguard customer's and employee's safety.

**Kindly adhere to the following University regulations:**

### Capacity

- Adhere to the social distancing policy enacted by the Government of the Virgin Islands. It is required that those in attendance are limited to essential staff and required personnel.
- Follow guidelines for capacity to ensure the approved six feet social distance. Layout will be determined by UVI with user and approved by UVI.
- Masks **must** be worn to protect individuals in the absence of a six feet distance, inside and outside of UVI's reserved facility by all participants. Masks, are also required when entering or exiting reserved facilities.

### Layout/Facility Set-up

- Advance notice for coordination for all layout/facility set-ups are required.
- Any layout/facility set-up requested must uphold the social distancing policy of maintaining a six feet distance between individuals.
- Participants must remain within the designated event area.
- Once an event has started, any UVI approved changes to set-up must be made by the user.

### Food/Refreshments

- If meals will be provided at the event or activity, only individually packaged meals are allowed to be distributed. Buffet- style service is NOT permitted in any reserved facility at this time.

### Cleaning/Sanitizing (Maintaining a Safe Environment)

- The University will clean and sanitize facility in preparation for use by participant.
- The user is required to have cleaning and sanitizing equipment available for participants.
- The user is responsible for cleaning all surfaces touched during and at the end of the event. Regular cleaning of frequently touched surfaces is required during the event, including light switches, door handles, microphones, etc. This also includes areas in the restrooms such as door knobs, faucets, flush valves, and seats.
- Prior to departure, coordination with the UVI's Facility Reservation Department is required to ensure proper sanitary measures have been taken at the end of the event.



**For more information or additional support, contact Security & Facility Reservations at (340) 692-4155.**

**In the event of an emergency: Call 9-1-1 and notify Campus Security at (340) 692-4155.**

# COVID-19 Regulations

## REOPEN PHASE:

### Open Doors

**MAXIMUM  
OCCUPANCY**

**30**

Maintain Safe 6 FT  
Social Distancing.

*Please do not  
rearrange furniture.*



# Facility Rental Layout - SAMPLE

Layout includes 6 FT distance from other seats and each table is marked on the floor for adherence to spacing needs.

