



The Universities
AT SHADY GROVE

USG Return to Campus Planning Framework

*Responding to the Challenges
of Covid-19*

June 2020

CLIFFORD & CAMILLE ACADEMIC C

Message from the Executive Director



Dear Members of the USG Community:

I have been exceedingly proud of the resilience that all of you have shown over the past several months as we have worked collectively to continue providing high quality support for students and others within our community with our transition to remote service delivery, in the face of the global coronavirus pandemic.

We, at the Universities at Shady Grove, are so fortunate to have a dedicated and talented team of professionals, and the support of the University System of Maryland (USM) and our nine university partners, which has enabled us to rise to this challenge. As always, our top priority is to do all we can to ensure the health, safety and well-being of all members of the USG community.

As we move forward, we are now tasked with developing a comprehensive Return to Campus plan that will help to guide our planning for the fall semester and beyond. As has been the case throughout this crisis, our decisions regarding operations at USG at this time will be guided by county, state and federal directives and we will coordinate our efforts with USM and our university partners. Ultimately, however, the success of these efforts will depend not only on the actions we take to provide the safest possible environment for the campus's reopening, but also on the cooperation and vigilance of all members of the USG community to follow best practices for mitigating the spread of Covid-19.

On the following pages, we have outlined the planning framework that shapes our work on the development of the USG Return to Campus plan. This includes the establishment of our Campus Reopening Task Force, which is made up of colleagues throughout the USG community and will help to formulate detailed strategies and actions for reopening.

I invite you to review this information and remind you that we will continue to provide updates on Covid-19 and our Return to Campus plan on the USG website.

Best wishes to all of you and thank you for helping to make USG such a wonderful campus community for everyone.

Stew Edelstein

Dr. Stewart Edelstein
Executive Director

Planning for the Return to Campus

Looking ahead to the fall semester, University System of Maryland (USM) Chancellor Jay Perman recently announced that all USM institutions around the state – including USG – were asked to develop their own "Return to Campus" plans. These plans were to be tailored to meet the particular needs of each individual campus, while doing everything possible to best ensure the health and safety of its community members.

While any plan will need to be flexible and is subject to change, given the evolving nature of this public health crisis, this document outlines the framework that was used to inform the development of the USG "Return to Campus" plan.

The "Return to Campus" plan will help to guide decision-making on campus operations, with a focus on establishing best practices and strategies to best ensure everyone's safety. It includes a three-phased approach:

SCENARIO
OR PHASE
1

NO CAMPUS OPERATIONS

Continuing with remote services and very limited campus access.

SCENARIO
OR PHASE
2

LIMITED ON-CAMPUS OPERATIONS

Limited use of campus facilities for USG staff and university partner staff/faculty, including the possibility of restricted facilities access for students to the library and a select number of computer laboratories.

SCENARIO
OR PHASE
3

LIMITED ON-CAMPUS INSTRUCTION

Supporting Phase 2 with limited instruction, no events and restrictions on non-USG community visitors on campus. Use of campus facilities will be controlled and monitored with anticipated changes throughout the academic year.

We will continually assess our ability to transition from phase to phase, as we receive information and guidance from state and county authorities, and from USM.

In addition to the three phases, a Campus Reopening Task Force has been established to help in executing an action plan to guide the reopening process. The plan includes a focus on the health, safety and well-being of all members of the USG community; a facility capacity analysis; and a review of operational considerations and fiscal implications, as well as a framework for decision-making.

Guiding Principles

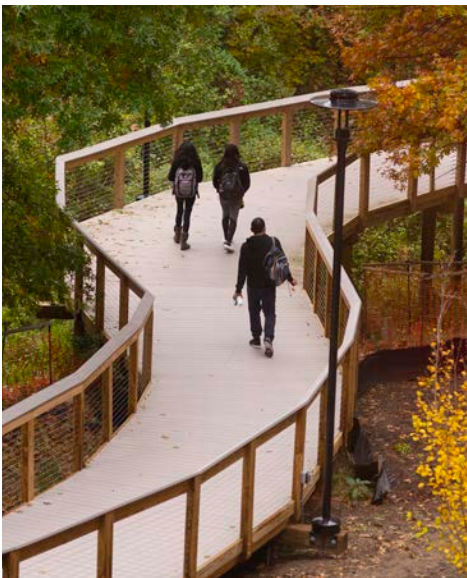
USG's planning and decisions will be guided by the following principles, and will take a critical look at how each return to campus phase can be operational and progress to the next phase over time.

- ▶ Protect the health, safety and well-being of students, faculty, staff and visitors in each planning scenario and be mindful of the impact our decisions have on the surrounding community.
- ▶ Be true to the mission of USG: "To support and expand pathways to affordable, high quality public higher education that meets the distinctive needs of the region and are designed to support workforce and economic development in the state."
- ▶ Ensure that all students have access to critical services and activities to support learning and advance their educational and career goals, such as those related to academic, technology and other needs.
- ▶ Ensure healthy working conditions for USG staff, allowing maximum flexibility in how work responsibilities can be fulfilled, and services can be provided.
- ▶ Support our university partners, their faculty, staff and students, guided by health and safety protocols, and financial and staffing resource considerations, with access to services and campus facilities that are needed for instruction and hands-on learning.
- ▶ Be guided by USM, the U.S. Centers for Disease Control and Prevention (CDC), state and county health directives to ensure, to the best of our ability, the health and safety of USG staff, partner staff, and faculty and students, once campus facilities are open for use.
- ▶ Be guided by an ongoing assessment of financial resources and staffing requirements, with a determination of what can be achieved given the availability of these resources to move forward as the plans evolve.



Secondary Goals and Strategies

- ▶ Facilitate coordination among university partners about the use of instructional and campus facilities, and collaboration strategies, to support student learning and degree completion.
- ▶ Educate campus users about personal and community health practices, and requirements to keep the campus safe and healthy for all.
- ▶ Place a high value on nimbleness, transparency and flexibility in planning and decision-making, as conditions change.
- ▶ Support and acknowledge creative thinking and staff engagement in planning and implementation decisions.
- ▶ Engage community stakeholders, particularly employers, in supporting students as part of the region's economic recovery efforts during and after the pandemic.
- ▶ Provide a platform for collecting and sharing data about service delivery and student needs to monitor and facilitate best outcomes for student learning, retention and graduation.
- ▶ Establish and follow a clear plan for providing the USG community with transparent internal and external communication.
- ▶ Establish and ensure enforcement of safety protocols.



Campus Reopening Task Force

In June 2020, USG's Campus Reopening Task Force (CRTF) was established. The CRTF will be assessing the feasibility of the fall semester phases, which range from continuing to work remotely, to opening the campus for some members of the USG community to work, and to providing some onsite services to students, while using campus facilities for instruction that requires specialized facilities.

Transition from phase to phase will be carefully planned, determined first and foremost by health and safety considerations, and allowing for flexibility in how USG's work is performed and the ability to respond to changing conditions. The CRTF will work closely with USG's executive leadership team, service center directors, and representatives from its university partners to assess how USG will continue to operate effectively to support students and university partners, while also protecting the health and safety of the community.

The CRTF will present reopening recommendations and action plans to the Executive Director, who in consultation with USM and academic partners and the USG executive leadership team will make the final decision on the reopening conditions.

The CRTF will report directly to the Executive Director and will be chaired by Mary Lang and Nico Washington. There are five subcommittees. Each subcommittee includes staff from USG, as well as staff from our university partners.

The subcommittees are:

FACILITIES, HEALTH AND SAFETY

Capacity Analysis and
Campus Use Policies

OPERATIONS, FINANCIAL ASSESSMENT AND RESOURCE NEEDS

HR/Staff Policies
and Support

STUDENT AND ACADEMIC SUPPORT SERVICES

Student Life, Academic
Support Services and Library

INSTRUCTIONAL NEEDS AND CAPABILITIES

Academic and Instructional
Requirements (Primarily university
partners and program directors)

COMMUNICATIONS

Signage and
Community Relations