

Cleary COVID-19 and Safe Start Plan

Overview

We have developed a flexible, phase-by-phase approach to resume on-campus activities that can be easily adjusted to remove and/or add restrictions as conditions evolve in the state of Michigan. Our state alignment plan may provide insight to how state mandates impact our operations.

Our Phases:

Minimum Risk (MI Phase 6): Cleary is open for regular operations with minimal safety protocols.

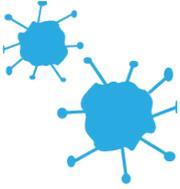
Minimum-Moderate Risk (MI Phase 5): Cleary is open for in person instruction with minimum-moderate required safety protocols (MI Safe Start Phase 5).

Moderate-High Risk (MI Phase 4): Cleary is open for in-person operations with more stringent required safety protocols (MI Safe Start Phase 4).

High Risk (MI Phases 1-3): Cleary is closed for in-person operations (MI Safe Start Phases 1-3)

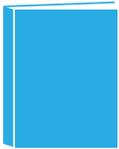
Minimum Risk (MI Phase 6)

Cleary is open for regular operations with minimal safety protocols.



Virus Status

- Post-Pandemic.
- Few, if any, active COVID-19 cases locally.
- Community spread not expected to return.
- Sufficient community immunity and availability of treatment.



Instruction and Courses

- In-person instruction is permitted without safety protocols



Athletics

- Athletics are permitted without safety protocols.



Food Service

- Food Service will resume following regular food safety standards



Housing

- Housing will operate without restrictions on capacity, common areas, and entry protocols

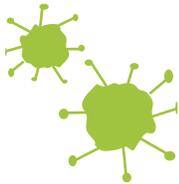


Operations

- Regular operations will resume with minimal safety protocols
- Enhanced hygiene practices will be maintained

Minimum-Moderate Risk (MI Phase 5)

Clery is open for in-person instruction with minimum-moderate required safety protocols (MI Safe Start Phase 5).



Virus Status

- New cases and deaths continue to decrease for an additional period of time.
- At this point, the number of active cases has reached a point where infection from other members of the community is less common.
- With widespread testing, positivity rates often fall much lower than earlier phases.
- Rapid case investigation, contact tracing, and containment strategies cause new cases to continue to fall.



Instruction and Courses

- In-person instruction is permitted with minimum required safety protocols.
- Some reduced capacity in classrooms, increased options for remote delivery and multiformat.
- Flexible scheduling.



Athletics

- Athletics may resume as permitted by the NAIA and WHAC.
- Lake Trust Stadium and Wellness Center are open with required safety protocols



Food Service

- Food service is available as grab-and-go; reduced touch-points, reduced seating, and required protocols are followed.
- Adhere to state guidelines for capacity, seating, procedures, etc.



Housing

- Housing is open for residents with adherence to required safety protocols.

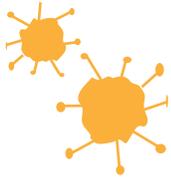


Operations

- Buildings operate under capacity restriction for employees.
- Flexible and remote options for vulnerable employees (permitted by supervisor).
- Up to 90% workplace capacity.
- Gatherings and tours up to 10 people.

Moderate-High Risk (MI Phase 4)

Clery is open for in-person operations with more stringent required safety protocols (MI Safe Start Phase 4).



Virus Status

- The number of new cases and deaths has fallen for a period of time, but overall case levels are still high.
- Most new outbreaks are quickly identified, traced, and contained due to robust testing infrastructure and rapid contact tracing.
- Health system capacity can typically handle these new outbreaks, and therefore case fatality rate does not rise above typical levels.
- The overall number of infected individuals still indicates the need for distancing to stop.



Instruction and Courses

- In-person instruction is permitted with minimum required safety protocols.
- Some reduced capacity in classrooms, increased options for remote delivery and multiformat.
- Flexible scheduling.



Athletics

- Athletics may resume as permitted by the NAIA and WHAC.
- Lake Trust Stadium and Wellness Center are open with required safety protocols



Food Service

- Food service is available as grab-and-go; reduced touch-points, reduced seating, and required protocols are followed.
- Adhere to state guidelines for capacity, seating, procedures, etc.



Housing

- Housing is open for residents with adherence to required safety protocols.

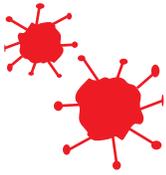


Operations

- Buildings operate under capacity restriction for employees.
- Flexible and remote options for vulnerable employees.
- Up to 50% workplace capacity.
- Gatherings and tours up to 10 people.
- Follow required safety protocols.
- Nonessential staff travel may resume.

High Risk (MI Phases 1-3)

Clery is closed for in person operations
(MI Safe Start Phases 1-3).



Virus Status

- Community spread of the virus is increasing and substantial.
- There is concern about health system capacity.
- Testing and tracing efforts may not be sufficient to control the spread of the pandemic.



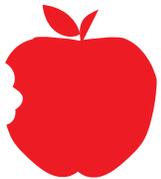
Instruction and Courses

- In-person instruction is suspended until further notice.
- Students will engage in full remote learning, attend ground courses as scheduled via Zoom.
- Faculty engage in full remote teaching, conduct live sessions when scheduled via Zoom.
- Online courses proceed as usual.



Athletics

- All athletic practices, competitions, and travel are suspended.
- Lake Trust Stadium and Wellness Center are closed.



Food Service

- Food service is available as grab-and-go for residential students who participate in the meal plan.



Housing

- Students are encouraged to return to their permanent residence, but it is not required.
- Students remove personal property if they choose to return to their permanent residence.
- Once a student chooses to return to their permanent residence, they are not able to return until notified.
- Visitors and guest are strictly prohibited during this phase.
- Regular screening will be conducted for all residential students.
- All campus activities are suspended.



Operations

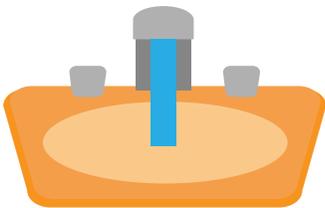
- All employees work remotely unless required for essential on-ground operations.
- Food service, maintenance, residential staff, and critical staff work on-site for student services. All other staff take home computers, personal items, and necessary materials to work remotely until further notice.
- All events are postponed until further notice.
- All University related travel is suspended until further notice.

General Safety Measures

Maintaining the health and safety of our campus community is a shared responsibility of all members of our community. Cleary will continue to monitor state orders and recommendations from public health officials and agencies, and we will update health and safety policies and procedures as the situation evolves. We are implementing numerous policies and protocols to keep our community safe. They include:

- Monitoring CDC, State of Michigan, and Livingston County health mandates.
- Required face coverings (reusable cloth facemasks will be provided to all employees and students and must be worn fully (covering nose and mouth).
- Daily temperature checks and symptom screening.
- Required social distancing policies.
- Provision of hand sanitizer and sanitizing wipes.
- Reduced capacity in classrooms and meeting spaces.
- Where necessary, modified furniture arrangements, installation of plexiglass, etc.
- Business travel restrictions for faculty and staff.
- Expectation to stay home if sick, and continued extension of sick leave for COVID-19 or influenza-like symptoms.
- Expectation to stay home for 14 days if an employee is returning from a “red zone” state or from a level 3 or 4 country.
- Mandatory COVID-19 symptom and diagnosis self-monitoring, reporting, and subsequent isolation.
- Limited in-person events.
- Off-campus guests will be greatly limited.
- Suspension of fall study abroad programs.
- Suspension of museum activities and visitors.
- Enhanced cleaning protocols for common spaces and offices consistent with CDC guidelines.
- Reduced residential housing occupancy.
- Modified dining services.
- Course-integrated training on COVID-19 facts and preventative practices.
- Limitations on in- and outflow from campus buildings.

Entry Requirements and Daily Screening



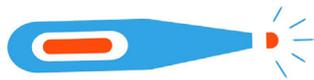
Hygiene, Cleanliness, and Social Distancing

- All guests and visitors are expected to wash/sanitize their hands upon check-in.
- Students, staff, and faculty are expected to wash their hands with soap and water for at least 20 seconds and sanitize hands regularly.
- Students, staff, and faculty are expected to keep their personal items (e.g., cell phones, other electronics) and personal work and living spaces clean.
- Students, faculty, and staff are to use disinfectant wipes to wipe down shared desks, lab equipment, and other shared objects and surfaces before use.
- All members of our community with adhere to social distancing guidelines provided by the CDC.



Everyone Must Wear Face Covering/Masks

- All members of the Cleary community must wear face coverings (worn fully, covering nose and mouth) indoors.
- All members of the Cleary community must wear face coverings (worn fully, covering nose and mouth) when social distancing is not possible.
- All visitors, vendors, and guests to Cleary campus must wear a face cover (worn fully, covering nose and mouth).
- 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.



Temperature and Symptom Screening of Students, Staff, and Faculty

Cleary University has purchased digital technology to support daily monitoring. By conducting daily, widespread temperature screening and symptom monitoring, Cleary University may identify those requiring immediate quarantine and isolation methods to help prevent the spread of illness. Students, staff, and faculty should stay home if they are sick or have recently had close contact with a person with COVID-19.

The following screening questionnaire is to be completed on a daily basis before attending scheduled daily courses on campus:

Do you have any symptoms of COVID-19?

1. Cough, shortness of breath, or difficulty breathing
2. Fever
3. Chills or repeated shaking with chills
4. Runny nose or new sinus congestion
5. Muscle pain
6. Headache
7. Sore throat
8. Fatigue
9. New GI symptoms
10. Have you come into contact with someone who tested positive for COVID-19 in the last 14-days?

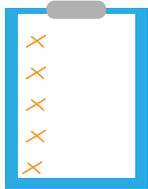
 Screening "Pass"	<ul style="list-style-type: none"> • The individual is without fever or associated symptoms. • Screened individual is able to remain campus without restriction. • Individual must participate in screening every day on campus.
 Screening "Fail"	<ul style="list-style-type: none"> • An individual has a fever of 100.0 or greater and/or answers "yes" to associated symptoms. • The individual is restricted from remaining campus, must immediately return to their residence and is encouraged to contact their primary care provider for further direction.

Student Affairs

In the event a student of Cleary University is asked to self-quarantine or self-isolate, the Health and Safety Team will ensure the student's needs are met including: safe housing, dining/meals, physical health, mental wellbeing, and academics.

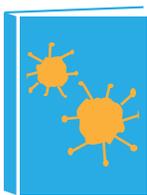
General Information

Cleary worked closely with local health departments regarding current best practices and guidelines for residential units. For this academic year, we will follow current guidance and best practices from local health officials and the guidelines from the State of Michigan.



Plan and Protocols

- All individuals must maintain social distancing protocols until we reach Phase 6 as defined by Governor Whitmer's reopening plan (<https://www.mistartmap.info/>).
- Disinfection protocols and supplies in place for all residential halls (per MICU considerations and CDC guidelines).
- Health screening protocols and PPE supplies (i.e., face coverings) in place for all students (per CDC guidelines and MICU considerations).
- Accommodation options for those who are not able to adhere to expectations outlined in this section, per CDC and ADA guidelines via Human Resources.
- Frequent reminders of primary prevention measures including:
 - Posters, videos, and social media posts
 - Wide availability of hand sanitizer in common areas
- Engage in regular disinfecting of common areas and high-touch surfaces with enhanced cleaning practices.



Training and Education

- Provide Student Town Halls and training for all live-in professionals, residence advisors, and similar roles, related to public health measures and signs/symptoms of COVID-19.
- Provide student training on COVID-19 with a focus on preventing the spread of illness.
- Restrict events and social activities in accordance with current physical distancing guidance.
- Reconfiguration and/or removal of seating in common areas to ensure proper physical distancing according to current local guidance.
- Restrict all outside guests from entering campus residences. These restrictions do not apply to personal care attendants for students with disabilities.



Enter/Exit Residence Halls

- Residence Life staff will coordinate with campus the Health and Safety Team to administer temperature checks and health screens daily of students and staff coming in and out of each residence hall. Schedule for screens will be Monday-Sunday 10:00 a.m. – 10:00 p.m. in the lobby of North and South Residence Halls.
- All visitations will be suspended to reduce transmission of COVID-19 to general population.
- The number of people in common areas will be restricted to proper social distancing guidelines.
- Housing staff will use PPE at all times when on duty and follow hand sanitization and social distancing guidelines provided by the University.
- All workstations, within each residence hall, will be equipped with protective barriers to reduce the potential threat of transmission of COVID-19 to student/staff (i.e. Plexiglas barriers).
- Entry to the residence halls will be regulated and monitored.
- Students will arrive and depart the residence halls through the designated building access point (based on building configuration).
- Resident(s) Cleary ID card will be required for entry to the residence hall(s)
- Upon entering the residence hall, the resident will be required to wear a facemask, sanitize hands at the nearest sanitization station and follow signage regarding social distancing guidelines within the residence halls.
- Residents will exit the residence hall wearing facemask and sanitize hands at the nearest sanitization station.
- Housing staff will report at the designated time to limit the number of people entering and exiting residence halls at any one time.
- Housing staff will regularly check Exit/Entry points to ensure doors are not propped and using surveillance cameras to monitor and identify persons in non-compliance.



Housing Move-In

- Time slots for residence hall move-in are 11 a.m. – 3 p.m. daily.
- Residents are assigned a day to move-in based on the location of their room and building assignment.
- All residents and guest helpers must wear masks/face coverings and adhere to University guidelines.
- Residents are permitted to have up to two guest move-in helpers to assist with moving personal items.
- Guest helpers may stay for a short time immediately after your move-in time to help unpack and set up your room.
- Limit time in hallways and public areas to maintain physical distancing, and always wear a mask/face covering outside of your room.
- Spend time with guests and family outside.
- To maintain the staggered move-in process, guests are not permitted to return to the residence hall after your assigned move-in day.

Move-In Schedule	
8/9/2020	6 Resident Assistants (RA)
8/14/2020	19 Early Fall-Athletes
8/17/2020	26 North 3rd Floor
8/18/2020	24 North 2nd Floor
8/19/2020	21 North 1st Floor
8/20/2020	20 South 3rd Floor
8/21/2020	33 South 2nd Floor
8/22/2020	16 South 1st Floor



Sanitization Stations

- Sanitization stations will be located within the lobbies near the front entrances of each residence hall for student, staff, and faculty and University visitors.



Wearing of Face Coverings

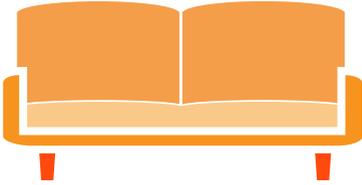
- Students must wear a disposable or cloth face mask/covering at all times.
- Students will be expected to maintain proper hygiene by frequently washing cloth masks. Masks are not required inside the residence hall room.



Cleaning Protocol

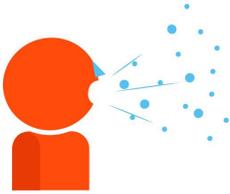
Residence Life staff will take precautions to ensure the health, safety and well-being of the residence community by implementing the following:

- Professional cleaning to deep clean/disinfect all residence halls prior to return of residents in fall.
- Restrooms will be cleaned and disinfected at least once every day.
- Students will be required to clean private bathrooms and commonly used areas within their residential unit daily.
- Residence Life staff will monitor cleaning requirement regularly.
- CDC Guidelines for cleaning and disinfecting will be posted in resident hall units.
- All entrance and exit doors, doors to common areas and bathroom doors will be cleaned each day.
- Meals will be provided to the isolation area for residents. Staff will deliver meals to the residence hall for the residents.



Common Spaces

Common spaces will be open, but access to these spaces may be limited based on social distancing guidelines and other public health recommendations. Requirements and restrictions may evolve throughout the academic year, and, as a result, access to common spaces may change. Spaces could be closed for periods of time as directed by health officials. Maximum capacity for each space will be posted. Common spaces, such as lobbies and lounges in residence halls, will be disinfected and sanitized on a regular basis, paying special attention to high-touch areas. Signs posted in common spaces will outline guidelines for access and use, including social distancing.



At-Risk Students

Students with pre-existing medical conditions maintain open communication with their RA, Student Health Center, and primary care provider. Some of the medical conditions that put students at risk for severe illness and complications of COVID-19 include: asthma, diabetes, immunosuppressive drug therapy including chronic systemic corticosteroid treatment, heart disease, HIV, and morbid obesity.



Quarantine Guidance for Students

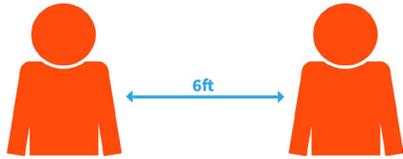
We are following quarantine guidelines as provided by community health officials, CDC, and the State of Michigan. If you travel within the United States, please follow any state or local travel restrictions currently in place. If you are traveling to and from a “red zone” state, you are expected to self-quarantine for 14-days. If you are traveling from a country that is considered to be a level 3 or 4, you are expected to self-quarantine for 14-days. It’s possible some state and local governments may put travel restrictions or orders in place while you are traveling. You are encouraged to check the CDC coronavirus page before and after traveling.

- If an individual in a residence hall tests positive for COVID-19, the isolation protocol will be followed. The immediate space(s) in which the infected person(s) resided will be cleaned based on CDC protocols and will be re-opened once sanitized.
- South Hall has a dedicated space for on-campus student self-isolation/quarantine.
- Residence Life will coordinate with the Health & Safety to monitor containment.



Fall Housing Reduced Schedule

On-campus instruction will conclude on November 24, 2020. Students will finish the rest of the semester through Canvas, including final exams and projects. Residential students have the option to move out on Wednesday, November 25, 2020. Those who move out on this day will not be able to return until Friday, January 8, 2021, for the spring semester. Students who are unable to move out during the break may remain in their residential spaces; however, once students move out of housing for the holidays, they are not permitted back until the spring semester.



Guests and Visitors

Non-Cleary and non-residential guests are not permitted. You may have an external visitor pick you up in a car at the curb of your residence hall, but they are not permitted inside the building.

Residential students may have students from other residence halls and/or commuter students visit in their room. You must adhere to the University's health and safety policies and procedures, including social distancing and mask requirements when hosting visitors or visiting students in other buildings.



Testing Guidelines

If you find out you were around someone who tested positive for COVID-19:

If you have had contact with a person with confirmed COVID-19, you are expected to self-quarantine for 14 days after exposure and to monitor symptoms.

If you develop COVID-19 symptoms:

Cleary University community members who have symptoms of COVID-19 should self-isolate, monitor symptoms, and contact their primary care physician.

Screening for COVID-19 follows the State of Michigan guidelines. If testing is warranted, Cleary University employees, faculty, students, student-athletes, and residential students who show symptoms should report their symptoms and be tested at the St. Joseph Mercy Livingston Hospital designated testing site:

St. Joseph Mercy Livingston COVID-19 Screening Site
620 Byron Road West Entrance Drive
Howell, Michigan 48843
1-833-247-1258

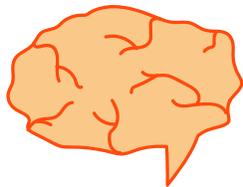
COVID-19 presents with a wide range of symptoms that range from mild to severe. Symptoms may appear 2–14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting

If you test positive:

You should follow your health care provider’s directives for quarantine, and you must not return to campus until your health care provider advises that you are no longer contagious.

If you are a resident at Cleary and have tested positive for COVID-19, you must quarantine for 14 days. It is critical for you to contact Julia Cassell at housing@cleary.edu. The Health and Safety Team will work closely with any student in self-isolation to provide emotional support, academic support, and the safe delivery of regular meals.



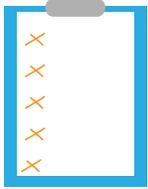
Mental Health Services

Cleary students always have access to counseling support. Mental health counseling is provided by Andrew Chamberlin, Licensed Professional Counselor. Schedule an appointment or walk-in: counseling@cleary.edu or 1.800.686.1883, Ext. 1455 / Chrysler Hall South, #216.

At any time, if you or someone you know is in crisis, call the National Suicide Prevention Lifeline at 1-800-273-TALK (8255), or text HOME to 741741 from anywhere in the United States, anytime. The Crisis Text Line is available for any crisis. A live, trained Crisis Counselor receives the text and responds, all from a secure online platform. The volunteer Crisis Counselor will help you move from a hot moment to a cool moment.

Dining - Cleary Commons Dining Services

Cleary is opening the new Cleary Commons this fall. Cleary Commons will replace Clancy's, which was located in the Chrysler building. This new facility offers collaborative dining, workspaces, and dining services. We will still be under construction during the school year, but it will be open for students. Our modified dining plan was created on the basis of guidance from local health officials and our food services staff.



Plans and Protocols

- All individuals must maintain social distancing protocols until we reach Phase 6 as defined by Governor Whitmer's reopening plan (<https://www.mistartmap.info/>).
- Disinfection protocols and supplies in place for all Cleary Commons (per MICU considerations and CDC guidelines).
- Health screening protocols and PPE supplies (i.e., face coverings) in place for all students (per CDC guidelines and MICU considerations).
- Accommodation options for those who are not able to adhere to expectations outlined in this section, per CDC and ADA guidelines via Human Resources.
- Frequent reminders of primary prevention measures including:
 - Posters, videos, and social media posts
 - Wide availability of hand sanitizer in common areas
- Engage in regular disinfecting of common areas and high-touch surfaces with enhanced cleaning practices.



Campus Dining

- On-campus dining is available in the new Cleary Commons.
- Seating is limited to 50% capacity.
- You may also take your meals to-go to promote health, safety, and well-being among all student residents.
- Grocery and food deliveries will be allowed on campus.
- All diners will be required to wash their hands before entering food service lines.
- All food service staff will undergo pre-work temperature checks and will wear facial coverings and gloves when in contact with diners and as their jobs safely allow.
- Other safety measures in our dining spaces will include physically distant queues and seating arrangements; plexiglass barriers between dining staff and diners; and strict sanitizing processes for tables, utensils, and shared spaces.



Enhanced health, safety, and cleaning protocols in the Cleary Commons

Clearly is implementing the following guidelines and procedures

- Additional handwashing practices and education.
- Social distancing requirements.
- Required use of hand sanitizer for all.
- All service staff are required to wear gloves and face masks at all times.
- Signs posted inform guests of safety and sanitation procedures.
- All food services staff are required to participate in a COVID-19 training course.
- Periodic use of disinfectant sprayer to sanitize dining and service areas.
- Designated entrances and exits marked with signage for a socially distant traffic flow. There will also be social distancing markers on the floor to ensure 6 feet between guests.
- Self-service stations have been removed and replaced with pre-packaged options.

Academics - Multiformat Model

Classroom & Academic Settings

Clearly University plans to be open and offering face-to-face classes for Fall 2020, informed by MICU and CDC guidelines as well as Governor Whitmer's reopening plan guidelines.



Plans and Protocols

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- Accommodation options for those who are not able to adhere to expectations outlined in this section, per CDC and ADA guidelines via Human Resources.



In-Person Courses

- The number of people convening on campus this fall will be reduced. Some students will be in the classroom while others participate remotely.
- On-campus instruction will conclude on November 24 to mitigate exposure during Thanksgiving break travel; all students will finish the semester through remote learning.
- We're enhancing classroom technology to provide virtual attendance in learning spaces, so the virtual learner joins in real time.
- Clearly University is committed to high-level academic engagement and personal connection with students in whatever course delivery option they choose.

The Multiformat Model

The flexible, multiformat course model employs a socially distanced, on-campus experience combined with synchronous and asynchronous virtual participation. In this model, many courses will have “multiformat attendance”; that is, during any one class session, some students will be in the classroom while others participate remotely.

On-campus instruction will conclude on November 24, 2020. Students will finish the rest of the semester through Canvas, including final exams and projects.

The differences among multiformat, virtual, and online courses:

Online courses are typically eight-week, accelerated, and completely asynchronous (meaning there are no scheduled or required meeting times), offering full flexibility for students to engage on their own schedule, from anywhere at any time.

This fall, we are launching Online Plus courses, which are designed to provide the convenience of online but more aligned to the academic calendar of a traditional face-to-face course (16-week). While these courses will not require in-person attendance, they are designed with options for enhanced engagement through synchronous experiences, which means all participants convene online at the same time. At this time, most Online Plus classes are in foundational courses and are being developed this summer.

Multiformat courses are a mixture of the face-to-face, on-campus experience plus synchronous and asynchronous virtual learning.

Attendance Policies for Fall 2020

Regular engagement in your courses will be a high priority, whether you experience them virtually or on campus. To offer maximum flexibility, you will be able to attend class virtually as your own health or family circumstances dictate. As in any other term, if you are unable to attend class, either in person or virtually, you should be in communication with your instructor.

Even with maximum attendance flexibility, there are hands-on experiences and skills that require face-to-face meeting. Students are asked not to attend in-person class if they exhibit any cold-like symptoms, even if they are relatively mild, as there is a potential that these symptoms may signal a COVID-19 infection.

Students who have COVID-like symptoms should leave the building and seek testing at St. Joseph Mercy Livingston Hospital. The student will be asked to quarantine for a period of time to await results of the test. Further, any student who tests positive for COVID-19 must quarantine for 14 days and will not be able to attend class in person.

Social Distancing Protocols

All classes will meet at their “social distancing capacity” as defined by the classroom space. This threshold may be adjusted as necessary. Signage is displayed in each room defining the room’s social distancing capacity. Capacity may also be maintained in each classroom space by considering alternative models of delivery for courses, if needed. Facial coverings must be worn.

Cleaning Protocols

Enhanced cleaning protocols will be implemented throughout campus, with special attention to high-touch surfaces in high-traffic areas. Our sanitation staff are using CDC-recommended disinfectants. We’ve added hand-sanitizing stations across campus.

To help limit disruptions, classrooms, labs, and studios will be deep-cleaned every evening. Cleary is implementing a disinfectant wipe system in each classroom, along with gloves, so students and faculty can disinfect their own seat and table. Helping to mitigate COVID-19 transmission is a shared responsibility, and we expect all community members to do their part.

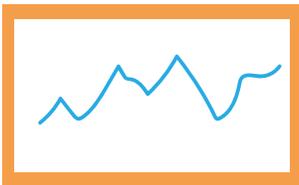
All classroom spaces will be thoroughly disinfected daily by our custodial staff. See below for procedures regarding disinfection between each class and PPE requirements/recommendations.

Classroom Entry Procedures

Faculty members should check for the “daily check” verification for each student. Any student without a pass must return to the front desk and obtain a pass to enter the classroom space.

Students and faculty are required to wear a face covering while in common areas, i.e., hallways, and while entering, exiting, or moving around the classroom space. Students and faculty must wear a face covering at all times while in the classroom space. Any student without a face covering can obtain one from the various locations in each building.

No chairs/furniture/desks/tables should be moved within the classroom space. Students will wipe off their desk/chair with a disinfecting wipe, which will be available in each classroom space.



Procedures During Classes

- Minimize the sharing of objects, i.e., pens, equipment, etc., whenever possible. It is recommended that each student bring their own personal materials, if needed--this includes hand sanitizer and hand wipes.
- If sharing of objects is required in the class, use disinfecting wipes provided in each classroom space to wipe off objects between uses, if possible.
- No chairs/furniture/desks/tables should be moved within the classroom space.
- All classroom furniture and seats have been placed to maintain social distancing (i.e., six feet of separation).
- Face coverings are required.



Classroom Exit Procedures

- Each student will use the provided disinfecting wipes to disinfect their workspace/ equipment before leaving.
- Each student will disinfect their work space thoroughly before leaving the classroom.
- Faculty members will disinfect any surfaces/objects they touch during the class, as well; alternatively, faculty members can disinfect all surfaces in the classroom if they choose before leaving.

Athletics



Plan and Protocols

- All individuals must maintain social distancing protocols until we reach Phase 6 as defined by Governor Whitmer's reopening plan (<https://www.mistartmap.info/>).
- Health screening protocols and PPE supplies (i.e. face coverings) in place for all students (per CDC guidelines and MICU considerations).
- Frequent reminders of primary prevention measures including:
 - Posters, videos, and social media posts
 - Wide availability of hand sanitizer in common areas
- Engage in regular disinfecting of common areas and high-touch surfaces with enhanced cleaning practices.

This guideline has been developed based on recommendations from the National Association of Intercollegiate Athletics (NAIA) and the Wolverine-Hoosier Athletic Conference (WHAC). Infection control is a shared responsibility in the athletic setting and falls to all facility staff, coaches, medical staff, and student-athletes. It should be recognized that disregard of this infection control responsibility by any party could result in spread of infection and have serious implications on Cleary University Athletics.

Student-Athlete COVID-19 Testing

All student-athletes will be required to sign Cleary University COVID-19 Student Waiver to be allowed to participate in athletics. The waiver is to be completed prior to any practices or competition and turned into Heather Bateman, Director of Athletics.

All athletes and coaches will be required to be COVID-19 tested 7 days prior to the first date of competition. Each athletic team will work with Aaron Gunther, Head Athletic Trainer, to set up a day/time to be tested. The team will be tested at the same time not separately. Athletes will be required to provide their personal health insurance for testing. However, they will not incur any out of pocket expenses that their insurance does not cover. Testing will occur at St. Joseph Mercy Livingston located in Howell, Michigan.

St. Joseph Mercy Livingston
COVID-19 Screening Site:
620 Byron Road West Entrance Drive,
Howell, Michigan 48843
1-833-247-1258

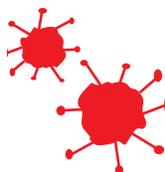
Screening for COVID-19 follows the State of Michigan guidelines. If testing is warranted, Cleary University employees, faculty, students, student-athletes, and residential students who show symptoms should report their symptoms and be tested at the St. Joseph Mercy Livingston Hospital designated testing site:

COVID-19 presents with a wide range of symptoms that range from mild to severe. Symptoms may appear 2–14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Shortness of breath or difficulty breathing.
- Cough or other respiratory symptoms.
- Headache, Chills or Muscle aches.
- Sore throat, Congestion or runny nose.
- New loss of taste or smell.
- Nausea, vomiting or diarrhea.
- Temperature of 100.4 F or above.

If a student-athlete or athletic personnel positive COVID-19

- Immediately notify you coach, director of athletics and/or head athletic trainer.
- You should follow your health care provider's directives for quarantine, and you must not return to campus until your health care provider provides written notice that that you are no longer contagious AND/OR you submit a negative PCR test.
- If you are a resident at Cleary and have tested positive for COVID-19, you must quarantine for 14 days. It is critical for you to contact Julia Cassell at housing@cleary.edu.
- Cleary University's Health and Safety Team will work closely with any student in self-isolation to provide emotional support, academic support, and the safe delivery of regular meals.
- Quarantine until at least 14 days after positive test result and 72 hours without a fever (without the use of fever reducing medications) and other symptoms improving.
- Will be contacted by health department for any needs during self-isolation and contact tracing.
- Checked in daily by Coach, Residence Life and Athletic Training on progression either virtually or by phone.
- Must have negative test in order to return to in-person classes, practice, and activities.
- Contact tracing conducted by athletic department and health officials to determine team status.
- If multiple student-athletes on a single team test positive, Cleary must assess whether the team should be removed from competition. As of August 1, there is no consensus among experts related to the threshold (specific number of players, percentage of players, etc.) that would trigger the removal of a team from competition.
- If 5% or more student-athletes and/or athletic personnel test positive for COVID-19 all athletic related activities including; practices, workouts, and training session will be canceled until further notice. This includes any on campus or external venues. Additionally, this would include all athletic teams in season and out of season.



Health and Safety Check

Daily Self-Health Checks - Individuals who identify any of the following symptoms or signs during the daily self-health evaluation should be encouraged to contact the Head Athletic Trainer by telephone or virtual visit before coming on campus or to any athletics facility:

- Shortness of breath or difficulty breathing.
- Cough or other respiratory symptoms.
- Headache, Chills or Muscle aches.
- Sore throat, Congestion or runny nose.
- New loss of taste or smell.
- Nausea, vomiting or diarrhea.
- Temperature of 100.4 F or above.

Individuals who identify any of the following symptoms or signs during the daily self-health evaluation must be reported to Aaron Gunther, Head Athletic Trainer agunther@cleary.edu or 269-598-1354.

Athletic Department Health & Safety Screening:

All athletes and coaching staff members are required to complete the athlete health screening daily. The health & safety screen must be completed within 1 hour prior to the start of every practice, workout, and training session. The coaching staff per sport will be required to complete this process for each student-athlete. Coaches will be provided a testing thermometer for athletic health screens.

The health screen will include questions about COVID-19 symptoms and temperature check.

- Shortness of breath or difficulty breathing.
- Cough or other respiratory symptoms.
- Headache, Chills or Muscle aches.
- Sore throat, Congestion or runny nose.
- New loss of taste or smell.
- Nausea, vomiting or diarrhea.
- Temperature of 100.4 F or above.

Anyone with a temperature of 100.4 degrees or above or admits they have any COVID-19 symptoms will be denied approval to participate for the day.

Required: Prior to each practice, every student-athlete and athletic personnel must complete the athletic department health & safety screen. Once the screen is approved, the student-athlete can participate in practice, workout, or training session.

If the student-athlete or athletic personnel are denied it must be reported to Aaron Gunther, Head Athletic Trainer and they will not be allowed to participate agunther@cleary.edu or 269-598-1354. If a student-athlete and/or athletic personnel is, denied two days in a row that individual will be required to COVID-19 test prior to returning to play.

Below is the link with the form that is required to be completed daily prior to every practice, workout, and training:

https://docs.google.com/forms/d/e/1FAIpQLSe8eCHPK9A54AKfw30EWSNawSExLNIHprW_T4EtLIGfvu0Xnw/viewform

National Association of Intercollegiate Athletics (NAIA)

Part of the NAIA's plan to safely return sports this fall incorporates a requirement for daily screening starting August 15. To help support this requirement, the NAIA has developed an online form to facilitate the daily submissions from each of our member institutions. This submission is a "verification" of your daily student-athlete screening process and not a submission of each student-athletes' screening results.

A daily submission will be required for any sport that Cleary University will be participating in this fall. This includes sports that are considered winter and spring sports, as well as fall.

The daily submission will be completed by Cleary University athletic department personnel on a daily basis as required by the NAIA guidelines.



Athletic Facilities

Lake Trust Stadium, Wellness Center, and outside venues (Legacy, etc.)

Prior to each practice, every student-athlete must complete the athletic department health & safety screen. Once the screen is approved, the student-athlete can practice. If the student is denied it must be reported to Aaron Gunther, Head Athletic Trainer and they will not be allowed to participate.

Lake Trust Stadium: All Cleary University student-athletes are approved to use Lake Trust Stadium. However, usage will be limited to practice, workout, and training sessions with an approved athlete health screen. LTS will not be available for “open” workouts of any kind without a coach present or approved athlete health screen. Non-Cleary University personnel and/or students or organizations **will not** be allowed to use Lake Trust Stadium until further notice.

Wellness Center – What can athletes use?

The Wellness Center will be open for everyone, including recruits and visitors. However, all coaches, athletes and visitors will be required to enter through the front of the building only.

- The Cleary University health screen will be provided at the front desk.
- All athletes, coaches and staff at Cleary University is required to wear their lanyard that included their Cleary ID card.
- Everyone is required to have a health screen to be on campus in any building and will receive the approved “sticker” of the day.
- Face coverings are required in the Wellness Center, if you are in your private office, with the door shut and no one else is in the space you can remove your mask.

Available (open)	Unavailable (closed)
Locker Rooms	Workout Area, main floor
Restrooms	Workout Area, upstairs
Ice Machine	Basketball Courts
Athletic Training Room	
Demo Kitchen, Meetings	
Athletic Training Room	

Home Event Operations

- Lake Trust Stadium, no outside visitors will be allowed in the facility.
- Fall athletic teams hosting a home competition will following WHAC/NAIA guidelines.
- No fans will be allowed at home competitions at Lake Trust Stadium.
- No competition prior to September 5, 2020 as outlined by the NAIA.
- Physical distancing required at the scoring table and in press box.
- Pregame, in game and postgame announcements on sanitizing and social distancing.
- Visiting team and official screening through the athletic trainer based on national training and screening guidelines outlined by the NAIA. Officials screened by “home” athletic trainer. Visiting teams screened by affiliated school trainer prior to departure.
- Teams and officials maintain social distancing when possible.
- Sanitation materials provided to visiting teams and officials.
- Specific areas reserved for visiting teams and officials.

Practice, Workout, or Training Session Protocols:

Athletes will be divided by coaches in groups of no more than 50 athletes (subject to change) in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session.

1. Athletes, coaches, and team personnel will practice social distancing while gearing up for practice – maintaining a 6-foot distance from each other.
2. Once athletes are in the practice area, they will not have physical contact with each other.
3. All athletes will fill out the athletic department COVID-19 questionnaire and have their temperature taken before every practice.
4. Coaches and team personnel will also get their temperature taken before entering the practice areas. Anyone with a temperature of 100.4 degrees or higher will be referred to the health center for follow up.
5. Athletes will work on skills and drills that do not require them to have contact with each other.
6. Athletes and coaches will maintain social distancing for the duration of the practice.
7. Once a group is finished practice, we ask that all athletes from that group to leave the area and go directly to the next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle four to five of these types of groups.
8. During any breaks or changes in sessions, the implements should be wiped down. In this phase, for example, soccer players should keep ball drills to the feet only.
9. Athletes, coaches, and team personnel are required to use good hygiene before and during practice, on any and all breaks, and after practice sessions. Coaches are required to wear masks (other PPE if needed) at all practices and while in any athletic venue/building. Athletes are required to wear masks when not actively participating.
10. Water breaks: Athletes/Coaches are required to bring their own water bottles. Water bottles can be filled at the water stations provided. Social distancing should be maintained during any down time, breaks or instructional periods during practice.
11. Wellness Center indoor weight room workout spaces is closed for usage.
12. Wellness Center indoor basketball courts are closed for usage.
13. At end of practice, workout, or training session all staff and student-athletes should depart area and practice proper social distancing.
14. Student-athletes are required to report at their teams approved practice, workout, or training session and depart immediately following.
15. Student-athletes, coaches, and team personnel are required to use good hygiene before and during practice, on all breaks, and after practice sessions.
16. Coaches are required to wear masks at all sessions and while in any athletic venue/building/Cleary University building.
17. Athletes are required to wear masks when not actively participating and while in any athletic venue/building/Cleary University building.
18. Student-athletes are required to bring their own water bottles for water breaks. Water bottles can be filled at approved water stations.
19. During downtime, breaks or instructional periods during all practice, workout, and training sessions social distancing should be maintained.
20. Athletic training room is open, all students and coaches will be required to social distance and wear face coverings while in the space.

Athletic Training

The Wolverine-Hoosier Athletic Conference (WHAC) athletic trainers have created the following COVID-19 guidelines for conference universities to follow.

For competition, all game-day participants (student-athletes, coaches, support staff, officials, etc.) are required to be screened within six hours of the beginning of the contest. All screening must be done by an athletic

athletic trainer or designated healthcare professional. If an institution does not have an athletic trainer or healthcare 6 professional on site, it will be the responsibility of the host institution to conduct all prescreening requirements for the visiting team(s).

Each institution must implement the screening requirements described below, though an institution is free to include additional components or questions it may deem necessary. Screening must include:

1. Monitoring of the temperature of each participant, specifically monitoring for a fever $\geq 100.4^{\circ}\text{F}$
2. Observation or self-reported feelings of illness
3. Medical history questioning related to common COVID-19 indicators and exposure to the COVID-19 virus

The screening process will identify student-athletes, staff or other game-day participants who should be withheld from participation and referred for further evaluation or COVID-19 testing. A weighted scoring system will be utilized to determine the threshold for withholding a participant.

- Beginning August 15, coaches, student-athletes and those in close contact with student-athletes are required to be screened each day a practice or team activity occurs.
- For competition, all game-day participants (student-athletes, coaches, support staff, officials, etc.) are required to be screen within six hours of the beginning of the contest.
- Screening must include temperature checks, specifically monitoring for a fever that exceeds 100.4 F, observation or self-reported feelings or illness and medical history questioning related to common COVID-19 indicates and exposure to the COVID-19 virus.

The screening process will identify student-athletes, staff or other game-day participants who should be withheld from participation and referred for further evaluation or COVID-19 testing. A weighted scoring system will be utilized to determine the threshold for withholding a participant. Symptoms and responses from medical history questioning should be scored as follows:

Exposure	Score
Within the last 14 days, have you been in close contact unmasked with someone who has been diagnosed with Coronavirus? Close contact is < 6 feet for > 15 minutes	2 (Unless you have received a negative test result since exposure)
Symptoms (Self-Reported)	
TEMPERATURE OF > 100.4 F	2
REPEATED SHAKING OR CHILLS	2
COUGH (new or different from normal)	2
SHORTNESS OF BREATH (not associated with preexisting condition i.e. asthma)	2
NEW LOSS OF SMELLS and/or TASTE	2
LOOSE STOOLS/UPSET STOMACH	1
MUSCLE PAIN	1
SORE THROAT	1
HEADACHE	1
CONGESTION (not associated with preexisting conditions i.e. allergies)	1
TOTAL	

Total Score of 0:

Continue with standard precautions and monitor regularly for changes in symptoms. Allow individuals to continue participation under supervision.

Total Score of 1:

The symptoms described by the individual warrant further investigation and expanded screening by the healthcare team to obtain further information. Based on responses, the healthcare team will determine whether to allow participation or refer individuals for additional care.

Total Score of 2:

The individual is to be removed immediately from practice and/or competition and referred to the healthcare provider. If a student-athlete is withheld from participation through the screening process, they must:

- Quarantine immediately,
- Consult with a healthcare professional, and
- Continue to be withheld from athletic activities until he or she receives a release from a healthcare professional or a negative PCR test.

If the team was screened prior to departure then the game day manager will check with the head coach upon arrival if there have been any changes they would like to report.

1. Host AT (or other designated school representative) will screen anyone who has reported changes.
2. If someone is withheld after arrival, the head coach, the athletic trainer of the visiting team and game day manager will be notified immediately.

If a student-athlete or coach is withheld from participation through the screening process, they must:

1. Quarantine immediately
2. Consult with a healthcare professional, and
3. Continue to be withheld from athletic activities until he or she receives a release from a healthcare professional or a negative PCR test.

If a student-athlete screens positive at an away site, every opportunity should be made to find alternative means of transportation for the trip home.

If a team is screened prior to departure, a form will be signed by the institutions athletic trainer verifying that all individuals on the bus were properly screened and cleared. The athletic trainer will verify that appropriate screening protocol was followed for all individuals through the NAIA online solution platform.

- The form should state the name of each individual traveling and that they were screened.
- The form will be kept by both athletic trainers. The host athletic trainer will need to see the form prior to competition or treating any of the visiting team.

Practice Procedures Based on Our Safe Start Phases

High Risk (MI Phases 1-3):

No athletics.

Moderate-High Risk (MI Phase 4):

All athletes will complete a daily COVID-19 questionnaire and have their temperature taken before every

practice. The personnel (coach, athletic trainer, safety officers) will take the temperature of all players before entering athletic areas. Coaches and team personnel will also get their temperature taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be asked to self-isolate to determine if symptoms develop.

- Athletes will be divided by coaches into groups of no more than 25 athletes in any group.
- Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session.
- A schedule will be sent out communicating all scheduled times for each group to report for practice by respective coaches.
- Athletes, coaches, and team personnel will practice social distancing while gearing up for practice - maintaining 6-foot distance from each other.
- Once athletes are in the practice area, they will not have physical contact with each other.
- Athletes will work on skills and drills that do not require them to have contact with each other.
- Athletes and coaches will maintain social distancing for the duration of the practice.

Once a group is finished practice, we ask that all athletes from that group leave the area or go directly to their next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle four to five of these types of groups.

Athletes, coaches, and team personnel are required to use good hygiene before and during practice, on any and all breaks, and after practice sessions. Coaches are required to wear masks (other PPE if needed) at all practices and while in any athletic venue/building. Athletes are required to wear masks when not actively participating.

Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided. Social distancing should be maintained during any down time, breaks, or instructional periods during practice.

Minimum-Moderate Risk (MI Phase 5):

All athletes will fill out a COVID-19 questionnaire and have their temperature taken before every practice. The personnel will take the temperature of all players before entering athletic areas. Coaches and team personnel will also get their temperature taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be referred to the health center for follow up.

Athletes will be divided by coaches into groups of no more than 50 athletes in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session. Athletes, coaches, and team personnel will practice social distancing while gearing up for practice – maintaining a 6-foot distance from each other. Once athletes are in the practice area, they will not have physical contact with each other.

Athletes will work on skills and drills that do not require them to have contact with each other. Athletes and coaches will maintain social distancing for the duration of the practice. Once a group is finished practice, we ask that all athletes from that group to leave the area and go directly to the next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle four to five of these types of groups.

During any breaks or changes in sessions, the implements should be wiped down. In this phase, for example, soccer players should keep ball drills to the feet only.

Athletes, coaches, and team personnel are required to use good hygiene before and during practice, on any and all breaks, and after practice sessions. Coaches are required to wear masks (other PPE if needed) at all practices and while in any athletic venue/building. Athletes are required to wear masks when not actively participating.

Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations. Social distancing should be maintained during any down time, breaks, or instructional periods during practice.

Minimum Risk (MI Phase 6):

All athletes will fill out a COVID-19 questionnaire and have their temperature taken before every practice. The personnel will take the temperature of all players before entering athletic areas. Coaches and team personnel will also get their temperature taken before entering the practice areas. Anyone with a temperature of 100.0 degrees or higher will be referred to the health center for follow up.

Full practice sessions can be utilized under a normal condition.

Athletes, coaches, and team personnel are required to use good hygiene before and during practice, on any and all breaks, and after practice sessions. Coaches are required to wear masks (other PPE if needed) at all practices and while in any athletic venue/building. Athletes are required to wear masks when not actively participating.

Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided. Social distancing should be maintained during any down time, breaks or instructional periods during practice.

Employee Human Resource Policies

Maintaining the health and safety of our campus community is a shared responsibility of all employees. Cleary will continue to monitor state orders and recommendations from public health officials and agencies, and we will update health and safety policies and procedures as the situation evolves.

Your Safety and the Safety of Others

Face Masks: Required if you are inside any building at any time unless you are completely alone in an enclosed room.

- If someone comes in, put on your mask.
- If you leave your office, put on your mask.
- If you enter your best friend's office, put on your mask.
- If you don't have a mask, get one from any of the locations in any building.
- If you get to work and don't have a mask, walk in the main door and put one on immediately.

Daily Temperature Checks and Symptom Screening: Required as a daily practice for all employees. Cleary University has purchased digital technology to support daily monitoring. By conducting daily, widespread temperature screening and symptom monitoring, Cleary University may identify those requiring immediate quarantine and isolation methods to help prevent the spread of illness.

Entrance Procedure:

We are following guidelines from our local health officials and the CDC for effective screening methods and procedures. In an effort to keep our community safe, we will maintain safe entry procedures into all buildings.

Employees will enter each building through one main entrance.

- Lyons – North entry door
- Chrysler – West entry door
- Commons – East entry door
- Wellness – West door
- North residential building – North door off the parking lot near Chrysler Hall.
- South residential building – North door near the recreation area between halls.

All other exterior doors of the each building will serve as exits only.

Each lobby (including entryways) will have signage reminding employees to wear masks, wash hands, keep a safe physical distance, and any additional safety measures. Upon entry (every single day), all employees will take and record their temperature.

- The temperature will be recorded.
- You will receive a verification sticker that is good for that day only.

Upon entry (every single day), all employees will answer the Covid-19 screening questionnaire.

The following screening questionnaire is to be completed on a daily basis before attending scheduled daily courses on campus:

1. Do you have any symptoms of COVID-19?
2. Cough, shortness of breath, or difficulty breathing
3. Fever
4. Chills or repeated shaking with chills
5. Runny nose or new sinus congestion
6. Muscle pain
7. Headache
8. Sore throat
9. Fatigue
10. New GI symptoms
11. Have you come into contact with someone who tested positive for COVID-19 in the last 14-days?

Screening “Pass”

- The employee is without fever or associated symptoms.
- Screened employee is able to remain campus without restriction.
- Employee must participate in screening every day they are on campus.

Screening “Fail”

- An individual has a fever of 100.0 or greater and/or answers “yes” to associated symptoms.
- The individual is restricted from visiting campus, must immediately return to their residence and is encouraged to contact their primary care provider for further direction.

Common Spaces

Common spaces will be open, but access to these spaces may be limited based on social distancing guidelines and other public health recommendations. Maximum capacity for each space will be posted. Common spaces, such as lobbies, kitchenettes, and lounges in residence halls, will be disinfected and sanitized on a regular basis, paying special attention to high-touch areas. Signs posted in common spaces will outline guidelines for access and use, including social distancing.

Offices

It is easy and common to break down barriers with select people at a workplace. It may seem unnecessary to wear a mask around someone you had dinner with last night; however, at this work place these guidelines must be followed regardless of your personal relationship with your co-worker.

- Each office has capacity restrictions that are posted on each door.
- Use the door hanger to indicated an office is at capacity.
- Wear masks inside offices with one or more people.
- Sanitize hands.
- Maintain social distance.

Meetings

- Best practice is to host meetings on Zoom.
- All meetings must meet at their “social distancing capacity” as defined by the office space. This threshold may be adjusted as necessary.
- Signage is displayed in each office defining the room’s social distancing capacity.
- Facial coverings must be worn.
- Avoid sharing pens, tablets, computers, etc.

Hygiene, Cleanliness, and Social Distancing for All Activities

- Employees are expected to wash their hands with soap and water for at least 20 seconds and sanitize hands regularly.
- Employees are expected to keep their personal items (e.g., cell phones, other electronics) and personal work spaces clean.
- Employees are to use disinfectant wipes to wipe down shared desks, lab equipment, and other shared objects and surfaces before use.
- All members of our community with adhere to social distancing guidelines provided by the CDC.

Business Travel Restrictions For Faculty and Staff

- Minimum Risk (MI Phase 6): Cleary employee can resume university-related with minimal safety protocols.
- Minimum-Moderate Risk (MI Phase 5): Cleary employee can non-essential university-related travel with moderate required safety protocols (MI Safe Start Phase 5).
- Moderate-High Risk (MI Phase 4): Cleary employee can resume essential university-related travel with stringent safety protocols (MI Safe Start Phase 4).
- High Risk (MI Phases 1-3): Cleary employee cannot participate in university-related travel (MI Safe Start Phases 1-3).

Events

We will follow the orders from the state of Michigan to determine how and when to host events.

Visitors and Guests

For phases 1-4, all guests and visitors greatly limited.

- All guests and visitors are expected to wash/sanitize their hands upon check-in.
- All visitors must wear a mask, have their temperature taken, and complete the symptom questionnaire.
- All members of our community with adhere to social distancing guidelines provided by the CDC.

Staying Home, Self-Isolation, and Quarantine

If you have COVID-19 or influenza-like symptoms: Stay at home and notify your supervisor. You are not to return until 24-hours after you are symptom free. For instance,

- If you have enough symptoms to collect a pile of dirty tissues on your desk during the work day. Stay at home.
- If you can't stop coughing, but believe you are not contagious. Stay home.
- If your entire family is sick, has symptoms, and/or fevers. Stay at home.

If you travel: We are following quarantine guidelines as provided by community health officials, CDC, and the State of Michigan. If you travel within the United States, please follow any state or local travel restrictions currently in place. If you are traveling to and from a "red zone" state, you are expected to self-quarantine for 14-days. If you are traveling from a country that is considered to be a level 3 or 4, you are expected to self-quarantine for 14-days.

If you find out you were around someone who tested positive for COVID-19:

If you have had contact with a person with confirmed COVID-19, you are expected to self-quarantine for 14-days after exposure and to monitor symptoms.

If you develop COVID-19 symptoms:

Cleary University employees who have symptoms of COVID-19 should self-isolate, monitor symptoms, and contact their primary care physician.

Screening for COVID-19 follows the State of Michigan guidelines. If testing is warranted, Cleary University employees, faculty, students, student-athletes, and residential students who show symptoms should report their symptoms and be tested at the St. Joseph Mercy Livingston Hospital designated testing site:

St. Joseph Mercy Livingston COVID-19 Screening Site
620 Byron Road West Entrance Drive
Howell, Michigan 48843
1-833-247-1258

COVID-19 presents with a wide range of symptoms that range from mild to severe. Symptoms may appear 2–14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting

If you test positive:

You should follow your health care provider’s directives for quarantine, and you must not return to campus until your health care provider advises that you are no longer contagious.

Any employee who tests positive for COVID-19, must quarantine for 14-days. It is critical to contact your supervisor and who will help you track your most recent contacts.

Monitoring Change

We monitor the CDC, State of Michigan, and Livingston County health official mandates. As an institution in Michigan (private or not) we must follow the MI Safe Start Phased reopening/closing plan for schools, the CDC guidelines, and the health department. We have partnered with St. Joseph of Mercy Livingston Hospital to provide guidance regarding testing, quarantine, protocols, etc. They will also support us on the event we experience an outbreak or need guidance to manage medical needs on campus.

Communicating Change

Covid-19 safety protocols, cases, mandates, and orders often change daily. Any mandates and policy changes that affect operations will be communicated with all employees as soon as possible.

Our Phases

- Minimum Risk (MI Phase 6): Cleary is open for regular operations with minimal safety protocols.
- Minimum-Moderate Risk (MI Phase 5): Cleary is open with minimum-moderate required safety protocols (MI Safe Start Phase 5).
- Moderate-High Risk (MI Phase 4): Cleary is open for in-person operations with more stringent required safety protocols (MI Safe Start Phase 4).
- High Risk (MI Phases 1-3): Cleary is closed for in-person operations (MI Safe Start Phases 1-3).

COVID-19 Outbreak Management and Response

Cleary University is working together with the Livingston County Health Department and St. Joseph Mercy Hospital to help ensure a safe and healthy learning environment. In preparation for a potential Covid-19 outbreak in our surrounding community or within our campus community, we must have a conditional strategy in place to make decisions regarding the suspension of in-person courses, cancellation of events, or delays/cancellations to athletics.

The conditions and planned actions articulated in this table serve as a high-level overview of our response. On the event we must act, more information will be provided as the situation continues to evolve.

Condition	Yellow – Monitoring the Risk of In-Person Activities
Confirmed person with Covid-19 on campus.	<ul style="list-style-type: none"> • Coordinate with our local health officials to implement contact tracing. • Work with the Health and Safety Team to determine cancellation of classes and closure of buildings and facilities. • Communicate with students, staff, and faculty. • Clean and disinfect thoroughly. • Implement strategies to continue education and other related supports for students. • Ensure continuity of safe housing. • Ensure continuity of meal programs. • Consider if, and when, to stop, scale back, or modify other support services on campus.
Condition	Orange – Increasing Risk (21-day Suspension of In-Person Activities)
Multiple cases are now on campus and 2-3% of members of the our entire on-campus community (all staff, students, and faculty) test positive or are presumed positive for Covid-19.	<ul style="list-style-type: none"> • Coordinate with our local health officials to continue contact tracing. • Continue to test all symptomatic individuals. • Temporarily suspend in-person classes. • Temporarily suspend athletic practices, scrimmages, and competitions. • Communicate with students, staff, and faculty of possible suspension of operations. • Clean and disinfect thoroughly. • Implement strategies to continue education and other related supports for students. • Ensure continuity of safe housing. • Ensure continuity of meal programs. • Scale back/modify other support services on campus. • Temporarily suspend all athletic practices, scrimmages, and competitions. • Suspend in-person dining. • Reduce select staffing. • Cancel nonessential activities.

Condition	Red – HIGH Risk (Suspension of In-Person Activities)
<p>Cases continue to increase and 5% or more members of the our entire on-campus community (all staff, students, and faculty) test positive or are presumed positive for Covid-19</p> <p>-OR-</p> <p>The State of Michigan moves our region into Phase 3 of the MI Safe Start Plan.</p>	<ul style="list-style-type: none"> • Coordinate with our local health officials to continue contact tracing. • Continue to test all symptomatic individuals. • ACTIVATE and implement the action plan with the Health and Safety Team to suspend in-person classes and closure of select buildings and facilities. • Communicate with students, staff, and faculty. • Clean and disinfect thoroughly. • Ensure continuity of safe housing. • Consider when to recommend students return to permanent residence. • Suspend events and cancel activities. • Ensure continuity of meal programs. • Shift select support services to remote service. • Suspend all in-person instruction. • Suspend all athletic practices, scrimmages, and competitions. • Suspend in-person dining. • Reduce staffing to essential in-person workers. • Refer to the MI Safe Schools Roadmap for more information.