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OFFICE OF THE PRESIDENT

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June 5, 2020

Dear UNE Community,

As UNE prepares to bring some of our health professions students back to campus in the coming weeks for essential skills training, I want to take this opportunity to update you on the University's pandemic response and to inform you about various issues pertaining to our UNE community. Our planning for the summer and fall is ongoing as guidance from state and national authorities changes and best practices evolve.

### **CAMPUS SAFETY**

A detailed University-wide guide for safety on campus during the coronavirus outbreak is currently in development, and several facilities-related changes have been made. Safety precautions on campus include the following:

- Mandatory masking: a UNE-branded cloth mask will be provided to each employee and student.
- Social distancing: all social distancing guidelines set by the state of Maine will be followed, including the maintenance of a six-foot separation of individuals and a 50-person limit on gatherings.
- Plastic shielding, increased signage, and additional sanitation stations across campuses
- Designation of certain doorways as points of entry and others as points of exit
- Provision of PPE to those whose jobs require it per OSHA standards.
- Relocation of the Student Health Centers to the Campus Center Multi-Purpose Rooms (Biddeford Campus) and Linnell Hall (Portland Campus)

## SUMMER PLANS FOR HEALTH PROGRAMS

A robust set of guidelines for administering essential campus-based clinical skills training for the health professions has been developed. Individual colleges are providing details for their students, faculty, and professional staff. The plan includes the following:

- Strict procedures regarding social distancing and the use, reuse, and disposal of PPE, including masks, face shields, gowns, and gloves in various clinical settings
- Limitation on participants (non-acute individuals only) and restrictions on students' presence on campus (for training purposes only)
- Compliance with CDC recommendations to group students into consistent cohorts, which helps to prevent cross contamination and allows for easier contact tracing

## FALL TERM

### *Fall Term Academic Calendar*

For all undergraduate programs, the fall term will be scheduled as follows. Please note that while some graduate programs will adhere to this schedule, some will not be able to do so, so stay tuned for further information from program directors. The College of Graduate and Professional Studies will not be affected by these changes and will adhere to the regular academic calendar.

- Fall term begins as scheduled on Wednesday, August 26.
- No fall holidays (classes will be held): Monday, Sept. 7 (Labor Day); Friday, Oct. 9 (Fall Break); and Wednesday, Nov. 11 (Veterans' Day).
- Last in-person day of class: Friday, Nov. 20. (All students go home until spring term, starting with a week-long Thanksgiving Break from Saturday, Nov. 21 through Sunday, Nov. 29.)
- Classes resume remotely Monday, Nov. 30 and continue through Friday, Dec. 4 (last day of classes) as scheduled.
- Exam period (remote) Monday, Dec. 7 through Friday, Dec. 11 (last day of exams, last day of term) as scheduled.
- Currently, spring term is scheduled to begin Wednesday, Jan. 13.

### *Fall Term Study Abroad*

- All study-abroad students have registered for on-campus housing as a back-up plan. Although we hope that students will be able to study abroad as scheduled, it is not certain at this time that they will be able to do so. In preparation for that contingency, students will be able to take their courses and live in UNE's housing facilities on the Biddeford Campus.
- A final decision for each individual program will be made in late July or early August.

## **ATHLETICS**

- UNE is planning to offer student experiences in athletics in compliance with the parameters set by the CDC, state and federal governments, NCAA, CCC, NATA, and NSCA.
- Modifications will be necessary. For example, the NCAA has released guidance, requiring teams to start with smaller groups and placing restrictions on shared equipment. It is likely that there will be no spectators allowed at competitions, and competition schedules may be modified.

## **LARGE GATHERINGS AND PROSPECTIVE STUDENT VISITS OVER THE SUMMER**

- All large in-person gatherings previously scheduled for the summer are canceled. This includes Fall Assembly, Convocation, summer camps, reunions, the President's Gala, and the Deborah Morton Society ceremony. Some of these events may be postponed until a later date or held in a different format.
- Summer Orientation program will be replaced by a virtual program via weekly modules posted to Blackboard. One-on-one academic advising appointments, academic program meet-ups, and a New Nor'easters Connections initiative that features facilitated conversations between incoming students, returning students, and professional staff members will be available.
- A traditional on-campus Fall Orientation will commence on Friday, Aug. 21 with modifications to group sizes in accordance with state guidelines.
- Student move-in will be completed in phases to limit the number of students moving in at any given time.
- The Office of Admissions is resuming Biddeford Campus tours on Monday, June 8. For now, UNE will offer tours to Maine residents only, with only one prospective student/family per tour. All tours will adhere to campus safety guidelines.

## **HUMAN RESOURCES**

The Office of Human Resources (HR) will soon issue a Phase I Return to Work Plan. The plan, which follows guidelines set by the CDC, OSHA, and the state of Maine, includes the following provisions:

- Managers will develop a return to work plan for employees based on business needs and submit it to their senior administrator.
- Senior administrators will present the plans to HR. HR, in partnership with facilities, will approve all return to work plans. Approval is required prior to employees returning to work. Approval process will take no more than five business days.
- Employees will be informed of return to work date after approval is received from HR.
- Employees will have two weeks of lead time prior to returning to work.
- Departments that serve students directly will be located on campus when students return.
- Employees who are at high health risk will consult with HR for an ADA accommodation.

As we move into our summer term and continue to iron out details for the upcoming fall term, I am confident that we will be well-equipped to provide students with the extraordinary UNE education and the special UNE experiences they have come to expect. While present circumstances dictate that some of the particulars of how that education is provided and what those experiences will look like will be atypical this year, I know that you, our faculty and professional staff, with your steadfast commitment and unwavering enthusiasm, will ensure success for our students and our University. By following the guidance of the Maine CDC and UNE's own panel of experts, I believe we will resume on-campus operations in a manner that delivers our students a top-notch academic experience while also reflecting the fact that the health and safety of our UNE community is our top priority.

Please stay tuned as more information will be forthcoming, and, in the meantime, stay safe and be well.

Sincerely,

James D. Herbert  
*President*