All ASU employees, students and visitors are required to wear masks or face coverings while on campus. That includes:

- HALLWAYS
- ELEVATORS
- STAIRWELLS
- BATHROOMS
- OPEN WORK AREAS
- CLOSELY CONFINED WORK SPACES
- CLASSROOMS
- STUDY AREAS
- ANY TIME YOU’RE WALKING ACROSS CAMPUS
- AND FOR FACE-TO-FACE MEETINGS OF ANY KIND...EVEN IN LARGE SPACES.

KEEP SAFETY IN MIND AT ALL TIMES. PROTECT YOURSELVES AND OTHERS. LET’S STAY SAFE TOGETHER.
Guiding Principles for Spring Reopening
Alabama State University

The health and safety of Alabama State University (ASU) students, employees and the community remain a top priority as we maneuver through this unprecedented pandemic (COVID-19). ASU’s plans for returning to campus in the spring will be guided by principles that will transform our ability to adopt new expectations around campus and adherence to recommendations from the Centers for Disease Control and Prevention (CDC), Alabama Department of Public Health (ADPH) and local health officials. Our Spring 2021 Reopening Guide is driven by the following principles:

- Adherence to public health guidelines to ensure safety and reduce risks by enhancing cleaning efforts, educating stakeholders and encouraging everyone to practice safety measures.
- Commitment to keep ourselves and each other safe.
- Demonstration of our resilience, care and concern for stakeholders, and tracking and monitoring of reopening efforts to determine efficiency and effectiveness.
- Encouragement of personal responsibility in following health and safety measures consistently and frequently among our stakeholders.
- Intricate involvement of the institution’s General Counsel, Health Center and Human Resources divisions in the development of protocols to ensure adherence to institutional policies and external laws and regulations.
- Utilization of continuous intentional and strategic planning with stakeholders to guide the safe opening of campus in the spring.
- Promotion of innovation relating to our “new normal” with a positive impact on teaching and learning, research and service.
- Provision of clear and consistent communication to all stakeholders.

The University is committed to providing excellence in all areas, as the mission, vision and goals of ASU will remain at the forefront of all decisions. ASU’s Guide is categorically organized to provide its stakeholders with plans for the following:

1. Accessing the Campus
2. Health and Safety
3. Campus Enhancements
4. Protocols to Ensure Efficiency and Effectiveness of Our Return to Campus
5. Communication
6. Evaluation
Access to Alabama State University

The Reopening Guide is subject to change based on information obtained from local and state health agencies, as well as the Centers for Disease Control (CDC).

- ASU is a Mask Mandatory campus which requires wearing masks or face coverings. See page 2.
- Sanitizing stations will be available in central locations throughout the campus.
- Entry into buildings will remain minimal.
- All face-to-face meetings must be held in compliance with social distancing of 6 feet for all participants or virtual meetings must be utilized (Google Meet, Zoom, etc.)
- All public events and gatherings held on campus must have prior approval by the University.

Visitors

- Visitor access to the campus will be limited and prior approval for entry will be required. All visitors are required to check in at the ASU Department of Public Safety located at 1452 Carter Hill Road to be issued a visitor’s pass.

Students

- Student athletes will return to campus according to the calendar developed by the Division of Intercollegiate Athletics.
- See pages 21-23 for details on academic and student support services.
- Students will return to residence halls as organized by the Office of Housing and Residence Life. See pages 19-20 for details.
- Instructions will be provided for students enrolled in face-to-face courses. See page 22 for details.
- See page 25 for details on food services and dining instructions.

Employees

- Division supervisors will provide instructions regarding how staff will return to work and ensure adherence to the ASU Telework Agreement and Guidelines signed by each employee to promote social distancing as prescribed by state and CDC guidelines.
- ASU will provide all NEW faculty, staff and students with one initial safety pack, free of charge. The pack contains a reusable mask, wipes, hand sanitizer and a thermometer. Safety packs for returning faculty, staff and students are available for purchase in the University Bookstore.
- ASU IDs will be required for all employees.
- The ASU Department of Public Safety will maintain a check point process for entering the campus at the corner of South Jackson Street and North University Drive in front of Councill Hall. See page 7.
- Self-Monitoring of temperature and COVID-19 symptoms will be required of all employees through the Health Check system (see page 10).
Alabama State University will continue to provide a nurturing and safe learning environment for each student. The University has instituted a number of policies and procedures to secure the safety of those who work and learn on campus.

The University has implemented stricter safety measures and protocols to prevent (1) illegal access to the campus and (2) minimize outside visitors.

**Campus Curfew ›››**

ASU has invoked a mandatory curfew for residential students to curtail the possibilities of criminal activity, non-sanctioned gatherings and violations of the University’s COVID-19 protocols. Students must adhere to the following:

- **Students who reside on campus must be in their assigned residence halls from 9 p.m. each evening until 6 a.m. the next day.**

- In the event of extenuating circumstances, students must alert their residence hall director or Resident Assistants (RA) if there is a need to leave for an emergency during curfew hours. Students who have jobs requiring them to work during curfew hours must notify their RAs and the Department of Public Safety.

- **All commuter students are to be off campus by 8:30 p.m.** If commuter students need to remain on campus or return to campus, they must be cleared by the ASU Department of Public Safety (1452 Carter Hill Road) before accessing the campus.

- Failure to adhere to the University’s conduct enforcement procedures will subject offenders to sanctions from the Division of Student Affairs and Enrollment Management to include suspension or expulsion from the University.

**Campus Closed to Visitors 9 p.m. - 6 a.m. ›››**

- The campus will be closed to all visitors between the hours of 9 p.m. to 6 a.m. (If there is an emergency situation requiring visitor access to campus, the visitor must be cleared by the Department of Public Safety, located at 1452 Carter Hill Road, and escorted to campus by an ASU uniformed officer). This includes students who reside off campus.

**Enforcement ›››**

The Alabama State University Department of Public Safety and the Office of Student Affairs will enforce the campus safety protocols.

- All unauthorized persons found in violation of the curfew could be subject to arrest and charged with Criminal Trespass (Code of Alabama 13A-7-4).

- Any property found in relation to the offense will be impounded (I.E., vehicles towed at the owner’s expense).

*Please know that these new protocols will be strictly enforced as we work to protect our campus.*
Alabama State University is committed to maintaining the integrity of a safe and healthy learning environment for each student. As outlined in our Student Code of Conduct, students cannot engage in behavior that endangers the ASU community’s welfare. Escalated sanctions will be applied for violating restrictions for on and off-campus gatherings. These sanctions are in accordance with current Judicial Protocol as detailed in the Student Handbook.

<table>
<thead>
<tr>
<th>Curfew Violation</th>
<th>See details on page 5</th>
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<table>
<thead>
<tr>
<th>Host or Attend Non-University Sanctioned Events On or Off Campus</th>
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<table>
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<tr>
<th>Facial Coverings Violation</th>
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</thead>
<tbody>
<tr>
<td>Including refusal to wear or remove while in areas where required and/or wearing coverings inappropriately (not covering mouth and nose)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical/ Social Distancing Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Including repeated or intentional failure to follow signage or decals demarcating distancing</td>
</tr>
</tbody>
</table>

### 1ST INCIDENT

**Formal conduct action:** Student sent notice of charge(s)

**Sanction:** $50 fine

**Formal conduct action:** Student sent notice of charge(s)

**Potential Sanctions:**
- Disciplinary probation
- Removal from University Housing

**Informal conduct action:** Official letter notifying behavior violates standards and outlines expectations

**Sanction:** 10 hours of Volunteer Service at ASUPD

### 2ND INCIDENT

**Formal conduct action:** Student sent notice of charge(s)

**Sanction:** Suspension

**Formal conduct action:** Student sent notice of charge(s)

**Potential Sanctions:**
- Disciplinary probation
- Prohibited from residing in University Housing permanently

**Informal conduct action:** Official letter notifying behavior violates standards and outlines expectations

**Sanction:** 10 hours of Volunteer Service at ASUPD

### 3RD INCIDENT

**Formal conduct action:** Student sent notice of charge(s)

**Sanction:** Expulsion

**Formal conduct action:** Student sent notice of charge(s)

**Potential Sanctions:**
- Suspension
- Prohibited from residing in University Housing permanently

**Informal conduct action:** Official letter notifying behavior violates standards and outlines expectations

**Sanction:** Disciplinary probation

**Formal conduct action:** Student sent notice of charge(s).

**Potential Sanction:**
- Suspension
- Removal from University Housing

**Formal conduct action:** Student sent notice of charge(s).

**Potential Sanction:**
- Suspension
- Removal from University Housing

**Formal conduct action:** Student sent notice of charge(s).

**Potential Sanction:**
- Suspension
- Removal from University Housing

Stay Aware. Stay Safe. Stay #HornetStrong.

This guide will be updated as we monitor data and information related to the COVID-19 pandemic. We will continue to keep the campus family and ASU stakeholders informed as developments occur.
NO PARKING AT ANY TIME IN THE FOLLOWING AREAS:

- West University Drive across from Cynthia Alexander Apartments
- West Tullibody Drive On the left side in front of Abercrombie, Simpson and Bibb Graves Residence Halls
- John G. Hardy Student Center South University Drive Entrance In front of the Student Center, including under the canopy, left and right sides
- Robert C. Hatch Drive Robert C. Hatch Drive runs from the 4-way stop sign in front of Shuttlesworth Dining Hall, past Card Hall to the stop sign behind the LWLC Library

For more information, call the ASU Police Department at 334-229-4400 or 334-229-4717, or call Maxine Oliver, Parking Enforcement Coordinator, at 334-229-4660.