

FAQs for Reopening Oberlin's Campus to Faculty and Staff

1. How do I know when I am supposed to start coming back to campus?

- Oberlin has a three-phased approach for returning to campus June 15 – August 31. You can check with your supervisor for guidance on how your department will operate.

2. Do I need to come back to work daily or can I still work from home?

- Those employees who have worked off-campus can discuss with their supervisors the possibility of continuing to work remotely.
- Employees in high risk groups for contracting COVID-19 should consider the viability of remote work in relation to their position. Those employees can also contact Human Resources with questions.
- At some point after the phased opening, people who are not in high risk groups may be required to return to work on campus.

3. Does the College support de-densification strategies?

- The College's return to work plans are consistent with the guidelines from Governor DeWine, the Ohio Department of Health, and Lorain County Public Health.
- The college is asking people throughout campus to direct questions to Facilities Operations about their workspaces and the potential need for physical reorganization.

4. What are the College's policies regarding wearing a mask?

- You must wear a mask while on campus unless you are working alone in an enclosed workspace.
- If you are unable to wear a mask because of health reasons, please contact your supervisor and the Department of Human Resources to discuss the medical accommodation process.
- When outside, you must wear a mask.
- Oberlin will require visitors to wear masks while in campus buildings and when outside.
- The College will continue to follow the State of Ohio recommendations, which can be found at <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/resources/general-resources/Cloth-masks-or-face-coverings-in-the-workplace>

5. Do I have to provide my own mask?

- The College will provide employees with three reusable masks; students will receive five masks upon arrival on campus. Employees and students are welcome to wear their own masks or facial coverings provided the nose, mouth and chin are covered.
- Masks will be distributed for employees from 9 a.m. - noon each Monday beginning June 15 through August 31 in the Root Room.

6. What other personal protection equipment is the College providing?

- Those employees who require additional PPE will be provided with such equipment as supply chain resources become available.
- Plexiglass and other screen-type barriers have been constructed for various reception areas, classrooms, lab spaces and performance venues.

7. How is the College preparing facilities to keep people safe and adapting to changes in work routines during the pandemic?

- The College will continue to encourage staff to avoid in-person meetings and to use online conferencing, email or the phone when possible, even when people are in the same building. When in-person meetings are necessary, please practice social distancing and keep the number of people in the room to a minimum.
- Faculty and staff are asked to eliminate unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops and training sessions. The College is not authorizing business travel outside of Lorain County.
- People should not congregate in work rooms, kitchens, copier rooms or other common areas where people socialize. They are asked to keep 6 feet apart when possible.
- Please maintain a limit of one person per elevator.
- Faculty and staff are asked to eat lunch at their desk or away from others during lunch and other workplace breaks.
- Please limit recreational or other leisure classes, meetings, activities, etc., where close contact with others is likely.
- Posting signage is underway and provides reminders and directives for safe behaviors, occupancy limits, direction of travel and traffic flow in hallways and stairwells and directions for use and cleaning of equipment.
- There is active removal and rearrangement of furniture in classrooms, common spaces, residence and dining halls to promote physical distancing.
- There are modifications being made to building HVAC systems to include increased air flow, replacement of filters and addition of UV light treatment in air handling equipment.
- Installation of hand sanitizer stations, both wall-mounted and stand-type.
- Supplies have been ordered for use in cleaning and disinfection of surfaces and shared equipment.
- Actively providing increased detail cleaning and disinfection of shared surfaces such as door handles, elevator buttons, light switches and in shared spaces such as restrooms.

8. I am in a high-risk group, meaning I am over 65 or have a pre-existing condition. Do I have to come back to work?

- The College follows the guidelines of the Americans with Disabilities Act (ADA). People in a high-risk group will be considered for a remote work arrangement. Please provide documentation to the Department of Human Resources from your health care provider.

- The link to the College's ADA request form is:
<https://www.oberlin.edu/sites/default/files/content/office/human-resources/documents/2020forms/dar-disabilityaccommodationrequest-fillable.pdf>
- 9. Is the College consulting with Lorain County Public Health to help keep faculty and staff safe?**
- The College continues to work closely with and consult LCPH regarding pandemic-related issues.
- 10. What is the College's strategy for keeping me safe once students start to return?**
- For faculty, office hours should be held remotely unless in-person is required.
 - Social distancing during classes and in dining and common areas will be enforced.
 - Faculty, staff and students will disinfect equipment and instruments after each use.
- 11. Who do I contact if I am feeling ill and don't think I should come in to work?**
- You should contact your supervisor just as you would for any time off.
 - You should also stay home and contact your health care provider.
- 12. Is Oberlin still requiring people to take their temperature daily? When do I have to do that?**
- Yes, you should take your temperature prior to reporting to work on campus.
- 13. Is the College going to provide testing for people on campus? If so, when will it begin?**
- You should monitor your own health for symptoms of COVID-19 and not come to work if your temperature is 100.4 or higher.
 - Everyone will be tested at the beginning of each semester and then at least once a month during each semester.
 - Arrangements are also being made with:
 - i. Tempus, a private provider of testing services nationwide,
 - ii. Mercy-Allen hospital to administer tests to faculty, staff, and students
 - iii. Further, an app will be forthcoming to help monitor symptoms
- 14. Where can I get more information regarding COVID-19?**
- You can visit various websites including the CDC (<https://www.cdc.gov/>); the Lorain County Public Health (<https://www.loraincountyhealth.com/>); and the College's web page.
 - The Department of Human Resources has compiled a large list of resources for faculty and staff regarding COVID-19 that include the College's Employee Assistance Program; Medical Mutual; and information from NE Ohio hospitals. You can access that page here: <https://www.oberlin.edu/human-resources/covid-19-resources-employees>