



Blueprint for Returning to Campus

Spring Semester 2021

March 30, 2021

Statement from the President

Although COVID-19 continued spreading across our state and around the world in 2020, it has been gratifying to see how seriously our campus community has taken its responsibility to follow health guidelines and minimize the virus at Florida Poly.

Thank you to the Florida Poly community for this success.

The health and safety of our entire University continues to be our highest priority. This has been at the forefront of every decision we have made, including creating smart ways to maintain social distancing on campus, providing convenient temperature screening stations, and requiring the use of face coverings at all times when social distancing is not possible.

With the start of the Spring 2021 semester now upon us, we have taken our experiences of the last year and updated our return-to-campus plans.

We are committed to holding classes on campus in Spring 2021, an action many of our students and their parents have requested. As a small campus, a Florida Poly differentiator is the campus experience—the classroom connection with faculty; the campus experience with peers; and the opportunity to become a leader.

As we follow Spring 2021 plans which again include social distancing, reporting, quarantining, and encouraging personal responsibility, we will continue to report Florida Poly's [reported cases](#) on the University's coronavirus webpage.

The cooperation of every person on campus will be needed to help us continue the academic year with minimal COVID-19 cases and additional opportunities for our students to learn and excel.

Dr. Randy K. Avent, President

Overview

Planning for Florida Poly's Spring 2021 return to campus has been guided by several foundational priorities:

- The health and welfare of all students, faculty, staff, vendors, volunteers, and visitors.
- A high-engagement academic delivery model that promotes holistic development of the “whole student” and facilitates positive academic progress.
- A high-quality learning experience in which academic program delivery meets and aims to exceed the highest standards of excellence and is reinforced through positive and rewarding cocurricular and extracurricular experiences.
- The need to plan for appropriate agility so the University can properly respond to the evolving directions and guidance from federal, state, and local authorities.
- Strong attention to the learning needs of our students, with special care applied to academic delivery improvements driven by our Fall 2020 experience. This includes a significant emphasis on in-person instruction.

This return-to-campus plan once again brings our campus community back to Lakeland, Florida, for the Spring 2021 semester.

With the support of the [COVID-19 Special Policy \(FPU 1.0120P\)](#), the Spring 2021 return-to-campus plan positions Florida Poly to continue our academic vision of becoming a premier STEM university known for producing highly desirable graduates and new technology solutions.

Healthy Campus and Community Environment

The Florida Poly mission is to serve students and industry through excellence in education, discovery, and application of engineering and applied sciences.

To maintain a healthy campus environment and ensure a confident on-campus experience for the entire campus community, Florida Poly will again implement core responsibilities and campus-based practices that directly support a healthy campus environment.

Core Responsibilities

Core responsibilities have been established to provide guidance on personal and community expectations of a healthy campus. All members of the campus community share in the responsibility to create and contribute to a healthy campus environment.

The campus was very successful in adherence to the three core responsibilities in Fall 2020. The core responsibilities have been updated for Spring 2021.

➤ **Core Responsibility One: Physical Distancing, Face Coverings, and Hand Sanitization**
These three practices will continue to be a core responsibility.

- **Personal Health Hygiene**

Everyone on campus should continue to follow CDC recommendations regarding actions they can take to minimize the spread of COVID-19. These include maintaining proper social distancing, wearing a face covering when appropriate, and washing hands often with soap and water or using an alcohol-based hand sanitizer.

- **Continued use of Face Coverings**

Face masks must be worn at all times when indoors unless you are alone in your office or when you are eating; however, you must practice physical distancing when eating. Face coverings should be worn when the individual is outdoors/outside while on campus when strict adherence to social distancing is not possible or when meeting in a group of more than three people.

- **Occupancy**

Indoor airflow has been upgraded to ensure that occupant density of classrooms, meeting rooms, and campus common rooms is appropriate. Classroom seating is set up for physical distancing.

- **Outdoor Space**

Outdoor spaces on campus will be leveraged.

- **Six Feet of Distance**

Reminders and footprints denoting six feet of distance are in place, and all classroom desks are positioned for appropriate physical distancing.

➤ Core Responsibility Two: **Personal Health Responsibility**

Everyone on campus must consistently ensure they are taking steps to keep themselves and others healthy. Personal Health Responsibility includes Elective Quarantine beginning Jan. 4 and testing for COVID-19 prior to the spring semester. Continual Health Monitoring and having an up-to-date flu vaccination are key to the health of the campus.

Health Insurance

Students covered under a health insurance policy are asked to have their policy information available. Understanding your health insurance coverage (if any) is a critical component in personal health responsibility.

Please note, Florida Poly does not have a mandatory health insurance policy at this time.

• Elective Quarantine

As part of a campus community, your choices affect others. All campus community members are asked to begin an elective quarantine period beginning Monday, Jan. 4. In an elective quarantine, you are able to work and travel outside the home, but are encouraged to take cautionary measures to avoid COVID-19 exposure:

Limit trips you take outside your home
Avoid indoor spaces where others are not wearing face coverings
Avoid large in-person gatherings
Avoid close contact with people who do not live in your household
Frequently and thoroughly wash your hands
Clean and disinfect frequently touched surfaces

- **Student Return-to-Campus COVID-19 Testing**

All students are expected to test for COVID-19 prior to returning to campus for the Spring 2021 semester.

A negative COVID-19 viral test¹ result will be collected from all students as they return to campus. If you receive a positive test, please fill out the Florida Poly COVID-19 notification form, available at this [confidential link](#).

When should I be tested for COVID?	Tests should be taken on or after Jan. 4, 2021.											
How do I pay for the test?	Tests are the responsibility of the student. ²											
Where do I turn in test results?	<p>Test results must be brought with the student to campus for check-in.³ Students should plan to complete their check-in on their first visit to campus on or after Jan. 8.</p> <p>Test results for students will be received by a medical professional as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Jan. 8-Jan. 10</td> <td style="width: 33%;">Residence Halls</td> <td style="width: 33%;">10am-4pm</td> </tr> <tr> <td>Jan. 11-Jan. 14</td> <td>IST South Entrance</td> <td>10am-4pm</td> </tr> <tr> <td>Jan. 15-Jan. 29</td> <td>Campus Health Clinic</td> <td>9am-5pm</td> </tr> </table>			Jan. 8-Jan. 10	Residence Halls	10am-4pm	Jan. 11-Jan. 14	IST South Entrance	10am-4pm	Jan. 15-Jan. 29	Campus Health Clinic	9am-5pm
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What if I cannot or do not get tested prior to returning to campus.	Students unable to get a test prior to returning to campus may utilize on-campus rapid testing from Jan. 8 to Jan. 14, 10 a.m.-4 p.m. Cost to the student is \$60.											

¹ Information on testing basics is available through the [Food and Drug Administration](#).

² Students who have financial need may be eligible to have their testing expenses reimbursed through CARES with documentation. Students can submit requests by clicking [here](#), or may contact the Office of Financial Aid with questions or to request more information at financialaid@floridapoly.edu.

³ For test results reported by telephone, students will be directed to a negative test result form, which will be available at campus check-in.

- **Employee Return-to-Campus COVID-19 Testing**

All employees who work on the main campus are expected to be tested. Employees will receive information from Human Resources on testing specifics.

COVID-19 Testing Locations

To determine where tests are available, visit the [Florida Department of Health](#) or a local [Department of Health](#). Testing is the responsibility of the campus community member.

Nearby locations can be found here: [COVID-19 Testing Sites in Polk County](#)

Additional testing resources include, but are not limited to, the following. Information on these testing locations will be available on each company's website.

Costco/AZOVA – Costco Wholesale, in collaboration with AZOVA, is offering at-home testing. Tests are delivered via UPS overnight delivery and electronic shareable results are available in 24 to 48 hours from the time the lab receives the test sample.

CVS Health – An appointment may be scheduled up to two days in the future at select CVS Pharmacy drive-thru locations. Pre-registration is required.

Vault Health – At-home tests with real-time audio-visual supervision are available with Vault Health, the first FDA-authorized saliva test. Tests are mailed with accurate results in 72 hours or less.

- Health Monitoring

Individuals are expected to regularly monitor their personal health status and should not come to campus if experiencing COVID-19 symptoms.

Daily use of the health self-assessment in the Florida Poly Mobile App is strongly suggested.

****The Campus Health Clinic Opens on Monday, Jan. 11, 2021****

If you do not feel well:

Call the campus Health Clinic at (863) 603-6505.

Do not come to campus. Residential students, please do not leave your dorm room. Depending on your symptoms, a telehealth visit will be scheduled. You will be given directions on what to do next. You may be given an appointment time to be seen at the campus respiratory clinic (located next to the Student Development Center pool).

The Campus Health Clinic is open Monday-Friday, 8 a.m.-5 p.m.

Self-Reporting

All Florida Poly community members are required to report if they test positive for COVID-19 or if they are self-isolating due to suspected or known exposure to COVID-19. Reporting can be done by contacting CARE at care@floridapoly.edu or completing the [COVID-19 Notification Form](#).

If you test positive for COVID-19 or have had close contact with a person who has been confirmed as testing positive for COVID-19:

Please fill out the Florida Poly COVID-19 notification form, available at this [confidential link](#).

Notification can also be made by calling our campus CARE manager at [863-874-8599](tel:863-874-8599).

Students who complete the notification form will be contacted to check on their well-being and to answer any questions they may have regarding their academic courses and attendance. Students will also be advised of their next steps based on whether they commute to campus or live in the residential halls.

➤ Core Responsibility Three: **Personal Commitment and Learning**

Keeping the Florida Poly campus healthy is a shared commitment of the full campus community.

- Training

Refresher training for students, faculty, and staff regarding expectations on campus in terms of social distancing, use of face coverings, and how to collaboratively protect the campus community is required. Training includes a reaffirmation of the Campus Commitment.

- Students are required to take the COVID-19 training through Get Inclusive beginning Jan. 1, 2021, and must have this training completed prior to coming to campus. Students will receive an email to their Florida Poly email address to access the training.
- Employee training can be accessed [here](#).

- Accommodations

Students seeking a COVID-19 accommodation should contact the Office of Disability Services (disabilityservices@floridapoly.edu). Employees seeking a COVID-19 accommodation should contact Human Resources (hr@floridapoly.edu).

Healthy Campus and Community Environment: Campus Expectations Summary Chart

Student	Main Campus Employees
<p><u>Prior to returning to campus:</u> A negative COVID-19 viral test result from a test taken on or after Monday, Jan. 4, is required prior to returning to campus. Tests will be collected as follows:</p> <ol style="list-style-type: none"> 1. Residence hall move in (Jan. 8- 10) 2. IST Jan. 11-13 	<p>Human Resources will provide details on testing requirements to employees.</p>
<p><u>Prior to returning to campus:</u> Completion of Get Inclusive COVID-19 training (link emailed to students)</p> <ol style="list-style-type: none"> 1. Includes reaffirmation of the Campus Commitment 	<p>All employees are asked to complete COVID-19 training.</p>
<p><u>Prior to returning to campus:</u> Elective quarantine beginning Monday, Jan. 4. Elective quarantine allows a person to work and travel outside the home, while encouraging COVID-19 awareness and caution.</p>	<p><u>Prior to returning to campus:</u> Elective quarantine beginning Monday, Jan. 4. Elective quarantine allows a person to work and travel outside the home, while encouraging COVID-19 awareness and caution.</p>
<p><u>On campus:</u> Daily use of the health self-assessment in the Florida Poly Mobile App is encouraged.</p>	<p><u>On campus:</u> Daily use of the health self-assessment in the Florida Poly Mobile App is encouraged.</p>
<p><u>On campus:</u> Students are encouraged to have access to and an understanding of their personal health insurance coverage.</p>	<p><u>On campus:</u> Employees are encouraged to have access to and an understanding of their personal health insurance coverage.</p>

Medical Advisory Board and Health Services

Medical Advisory Board

Florida Poly relies on its Medical Advisory Board that reviews and provides guidance to the University in planning for the various scenarios and decisions that COVID-19 presents to the campus community.

Membership on the Medical Advisory Board includes:

Daniel Haight, MD	Lakeland Regional Health
Yolangel Hernandez Suarez, MD	Florida International University, College of Medicine
Michael Lauzardo, MD, MSc	University of Florida, College of Medicine
Michael Diechman, MD, MPH	University of Central Florida Student Health Services

Florida Poly Health Services

The on-campus Student Health Clinic will continue serving as a first point of contact for students with health-related issues. Florida Poly partners with Lakeland Regional Health (LRH) and Bay Care to provide health and mental health services on campus.

Contact Tracing: Florida Poly works with the Florida Department of Health (DOH) for contact tracing.

Members of the Florida Poly community are required to report if they test positive for COVID-19 or if they are self-isolating due to suspected or known exposure to COVID-19. Reporting can be done by contacting CARE at care@floridapoly.edu or completing the [COVID-19 Reporting Form](#).

Campus CARE (Crisis-Assessment-Referral-Evaluation) works with the DOH to evaluate case situations and provide appropriate notifications regarding COVID-19.

Academic Program Delivery

Academics are at the core of the Florida Poly experience. As a University dedicated to STEM, Florida Poly prides itself on the individualization and personalization of the academic experience. Hallmarks of a Florida Poly education are small classes, face-to-face instruction, access to professors, and strong student support services. Reopening campus for Spring 2021 will re-emphasize the academic mission and assurance that Florida Poly students will continue to experience the courses and campus in the personalized format for which Florida Poly is known.

The Spring 2021 academic program delivery solutions aim to maximize the use of the campus for all levels of students while minimizing the possibility of COVID-19 spread as a result of campus activity. To support student progression and the student experience, Florida Poly will implement various academic program delivery options.

Class Sizes and Non-Traditional Spaces

Florida Poly's academic building, the Innovation, Science, and Technology Building (IST), is well-equipped from an engineering standpoint to bring in frequent fresh-air changes. It is easily manageable remotely and in discrete areas so that different classrooms can be refreshed more regularly than other areas.

In the case of individual classrooms, the amount of furniture in each room has been reduced to manage the number of people who can be present. Face coverings must be worn on campus in indoor common spaces, including classrooms, hallways, restrooms, and meeting rooms.

Attendance Requirement

The student experience at Florida Poly must be rich in interactions between faculty and students and within student peer groups. To promote this experience, we have set expectations for Spring 2021 attendance to provide students with on-campus access to learning and to support strong student engagement in academics and campus life.

- Students in Face-to Face, Low-Flex, C courses, and Lab Courses are expected to attend classes on campus and in-person.
- Students in any kind of Flex-delivered course must demonstrate in-person/on-campus class attendance as outlined in the course syllabus.
- Students in face-to-face courses are expected to be in attendance for all course sessions as all classrooms are set up for physical distancing and class capacity is set to not exceed that level.

Instructional Formats

Course Modality	Description and Student Engagement Expectations
Face-to-Face	<p style="text-align: center;"><u>Course is offered on campus in a traditional face-to-face format.</u></p> <ul style="list-style-type: none"> Students are required to attend class in person on campus.
Low-FLEX (FX)	<p style="text-align: center;"><u>Course is offered in a multimodal delivery.</u></p> <p>This is a <i>modification</i> to our Flex mode from the Fall 2020 semester:</p> <ul style="list-style-type: none"> Live, in-person lectures or problem-solving sessions with students in person and, at the same time, synchronously through a web-based meetings platform. <p style="text-align: center;"><i>Students are required to attend in person on campus a minimum of half of the scheduled sessions on a weekly basis.</i></p> <ul style="list-style-type: none"> FX classes meet on specified days and at specific times.
Online Engaged	<p style="text-align: center;"><u>Course is fully online and may include synchronous elements.</u></p> <ul style="list-style-type: none"> Classes meet at a regularly scheduled time. Instructors will set significant expectations for synchronous engagement during scheduled class times.
Labs	<p style="text-align: center;"><u>Lab sections will be delivered face-to-face.</u></p> <ul style="list-style-type: none"> Live, in-person lab sessions meet on specified days and at specific times. Students are required to attend class in-person on campus.
C courses	<p style="text-align: center;"><u>C course sections will be delivered face-to-face and in a multimodal delivery.</u></p> <ul style="list-style-type: none"> <i>Most C courses will be face-to-face</i>, including the laboratory sessions, and require students to attend in person. <p>Instructor conducts live, in-person lectures or problem-solving sessions with the students in person on campus and, at the same time, synchronously through a web-based meetings platform.</p>

