



RADFORD  
UNIVERSITY

COVID-19 Working Group

**SUMMER 2021**  
**OPERATIONAL PLAN**

Executive Summary

**EXECUTIVE SUMMARY**  
**COVID-19 Working Group**  
**Summer 2021 Operational Plan**

Radford University implemented successful operational plans for the Fall 2020 and Spring 2021 semesters. Building upon that prior success, the COVID-19 Working Group is pleased to present the following set of recommendations for continued protocols, institutional priorities, and alternate arrangements, as well as a number of other areas. Summer sessions at Radford University begin on May 17, 2021 and conclude by August 2, 2021. Summer activities are slated from May 3, 2021 through August 13, 2021. The group's recommendations, in their entirety, have been accepted by the University and shared with the campus community to be implemented during the aforementioned time period.



The COVID-19 Working Group **recommends continuation of the following protocols** in the current format for main campus and RUC throughout the summer months.

**Main Campus**

- Face covering requirement
- Physical distancing requirement
- Revised room capacities
- Dedicated entrances and exits
- Two-person limit in all elevators
- Enhanced cleaning and disinfection protocols
- Daily symptom tracker requirement
- Visitor pre-registration process

**RUC**

- Face covering requirement
- Physical distancing requirement
- Revised room capacities
- Dedicated entrances and exits
- Three-person limit in all elevators
- Enhanced cleaning and disinfection protocols
- Daily symptom tracker requirement
- Visitor check-in process



In an effort to ensure that Radford University continues to fully engage in its mission of teaching, research, and service, a strong focus has been placed on instruction. That focus was established as the University reopened in July 2020 in preparation for the Fall 2020 semester. Since that time, the University has ensured that space and support were allocated for teaching and learning based functions before considering other activities and engagements. This has been a point of pride in the robust planning and implementation efforts in response to the global health pandemic. As such, the COVID-19 Working Group **recommends the following institutional priorities** for main campus and RUC over the summer months.

**Main Campus**

1. Teaching and Research
  - a. Summer School Instruction - In-Person and Online (*75% of summer classes are virtual, and 25% of classes are in person.*)
  - b. Faculty and Student Research and Scholarship



- c. Clinical Experiences and Field Placements
2. Recruitment and Orientation Activities
  - a. In-Person Quest Sessions
  - b. In-Person Admissions Tours
3. Facilities Management Projects
4. High-Visibility Activities
  - a. Boys State
  - b. Governor's School
5. College/Division Based Activities (*For identified priorities by area, please see Appendix A.*)
6. Athletic Camps/External Groups
7. Community Events

### RUC

1. Teaching and Research
  - a. Summer School Instruction - In-Person and Online (*55% of summer classes are virtual, and 45% of classes are in person.*)
  - b. Faculty and Student Research and Scholarship
  - c. Clinical Experiences and Field Placements
2. Recruitment and Orientation Activities
  - a. In-Person Student On-Boarding
  - b. In-Person Admissions Tours
3. High-Visibility Activities
4. College/Division Based Activities

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Throughout the global health pandemic, Radford University has pledged its flexibility to students, faculty, and staff regarding learning and working arrangements. During the Fall 2020 and Spring 2021 semesters, a submission, review, and approval process for such arrangements was utilized. As the vaccine roll-out continues to advance across the Commonwealth of Virginia and the University experiences reduced density in terms of population and operation over the summer, the COVID-19 Working Group is not recommending any form of alternate working arrangement for employees. Additionally, due to the large percentage of online course offerings, an alternate learning arrangement in a formal and published manner for students is not being recommended. The group recognizes that a small number of students could need a course that is only offered in-person. In those limited situations, students should work directly with the Dean of Students Office.

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Additionally, the COVID-19 Working Group makes the following general recommendations.

- **SUMMER HOURS AND SPIRIT FRIDAYS:** Consistent with campus culture and traditions prior to the global health pandemic, it is recommended that the University implement summer hours of 7:30 a.m. to 4 p.m. with a 30-minute lunch provided to employees beginning on May 3, 2021 and concluding on August 6, 2021. Before observing the alternate schedule, employees must receive approval and direction from their respective divisions and/or departments. All offices must remain open until 5 p.m. Therefore, office coverage should be coordinated in order for employees to take advantage of summer hours on a rotating basis.

It is also recommended that the University implement Spirit Fridays on a weekly basis from May 7, 2021 through August 6, 2021. Employees can wear business casual attire to encourage Highlander pride with Radford University branded gear. Employees should be mindful of the business environment where appropriate dress is still required (i.e. no jeans, no shorts, no flip flops, etc.). Consistent with prior practice, employees conducting meetings with non-Radford University employees should dress accordingly.

- **TESTING:** It is recommended that open/walk-up testing for students, faculty, and staff should be made available at least one day each week for a period of two hours on the main campus. At RUC, it is recommended that open/walk-up testing should be made available at least twice per month. These recommendations provide consistency with the open/walk-up testing implemented for the Spring 2021 semester with the possibility for flexibility based on demand during the summer. Details regarding testing dates and times will be posted on the Reopening website and e-mailed to students, faculty, and staff no later than May 3, 2021.

The COVID-19 Working Group acknowledges that testing opportunities will be provided at a reduced rate in accordance with a reduced number of students, faculty, and staff remaining on the main campus and at RUC over the summer months.

It is the belief of the COVID-19 Working Group that the offering of this service over the summer will reaffirm the University's ongoing and strong focus on the health, safety, and well-being of all Highlanders!

*IMPORTANT NOTE: The COVID-19 Working Group is not recommending required testing for large groups, either internal or external. As noted below, individual groups that meet certain criteria shall develop health and safety plans for review and consideration.*

- **INTERNAL AND EXTERNAL GROUPS:** It is recommended that any and all affiliated groups, either internal or external, holding a multi-day event with the same attendees and/or overnight camps are required to develop and submit a Health and Safety Plan to the COVID-19 Working Group for review and feedback. No group that meets the provided criteria shall be permitted to arrive on main campus or at RUC and begin utilizing facilities and services until the plan is reviewed, feedback is provided, requested revisions are made, and final approval is granted.
- **CAMPUS HOUSING:** It is recommended that any and all utilization of main campus housing and RUC leased housing over the summer months shall be based on single occupancy. The single occupancy requirement should apply to Radford University students, as well as affiliated group participants. Multiple occupants will be permitted in the event they can demonstrate permanent residency in a single-family household.

It is recommended that the University permit students to remain in main campus housing and in leased housing through RUC over the summer months if such accommodations are necessary and requested using an established process through the Office of Housing and Residential Life.

It is recommended that the University continue to offer isolation and quarantine housing for Radford University students. It is also recommended that participants in affiliated groups, including those who are minors, not be eligible for long-term isolation and quarantine housing. Such arrangements should only be provided for a limited period of time during which alternate arrangements are being made and executed.

- **STUDENT HEALTH SERVICES:** It is recommended that both the main campus and RUC provide Student Health Services over the summer months. Such services should be offered at a reduced capacity when compared to the fall and spring terms based on the volume of activity on main campus and at RUC.
- **FACILITIES MANAGEMENT PROJECTS:** Last summer, a majority of planned Facilities Management projects did not move forward as the University was fully focused on preparing the main campus, as well as RUC, for reopening with COVID-19 protocols and reconfigurations in place. As such, an increased amount of work is planned for the summer months. Additionally, the University is scheduled to demolish McGuffey and Porterfield Halls to prepare the identified site for the Center for Adaptive Innovation and Creativity's multi-year construction. The demolition of these buildings will require the relocation of a number of offices, functions, and services in other locations across the main campus and will result in a reduced number of learning, engagement, and performance spaces.



The COVID-19 Working Group is pleased to provide the aforementioned recommendations, which are being fully implemented by the University. Such recommendations were developed following robust analysis and discussion, including broad engagement with several groups and individual submissions from each functional area of the University. The COVID-19 Working Group will be pleased to answer any questions or provide additional information in preparation for a successful summer experience at Radford University, which will result in a thoughtful balance between in-person engagement and socially-responsible behavior!





**APPENDIX A**  
**COVID-19 Working Group**  
**Summer 2021 Operational Plan**

**Academic Affairs**

- Artis College of Science and Technology
  - Face-to-face and online courses
  - Face-to-face archaeology field school
  - Face-to-face courses taught in the field such as Appalachian Herpetology
  - Summer Bridge Program for high school women as a face-to-face experience on campus
  - Cyber Camp for local high school students as a face-to-face experience on campus as a day camp only
  - Tours of the facilities for prospective students
- Davis College of Business and Economics
  - Face-to-face and online courses
- Waldron College of Health and Human Services
  - Face-to-face and online courses
- College of Education and Human Development
  - Highland Summer Writing Conference (July)
- College of Graduate Studies and Research
  - Face-to-face and online courses
- College of Humanities and Behavioral Sciences
  - Face-to-face and online courses
- College of Visual and Performing Arts
  - Face-to-face and online courses
  - Governor's School for the Visual and Performing Arts and Humanities
  - ISIP – Summer Dance Program for students from the surrounding region as opposed to international students
- Honors College
  - Retreat in mid-May (Typically 10-15 attendees)
  - Quest Family Reception (Typically 40-60 attendees)
- Academic Success Center
  - Quest
- Faculty Development and Center for Innovative Teaching and Learning
  - *Early May*: Our Turn. We anticipate that the vast majority of Our Turn events will be virtual, but we do have a few sessions that people request be in-person (such as in computer labs).
  - *Early May*: Faculty Workshop on Sustainability in the Classroom (Estimated 15-25 attendees)
  - *May*: Center for Innovative Teaching and Learning Retreat (Selu or Bisset Park, primarily outdoors) (Estimated 10 attendees)
  - *August*: Faculty Summer Institute in Leadership (Estimated 12 attendees)
  - *August*: Engaging Difference HHMI Workshop (Estimated 60 attendees)
  - *August*: Elevate Research Faculty/Student Workshop (Estimated 25 attendees)
  - *August*: New Faculty Orientation
- McConnell Library
  - Ongoing operations and continued services in face-to-face and online formats

**ACCESS Radford**

No activities or events planned

**Advancement and University Relations**

No activities or events planned

**Athletics**

- *Dedmon Center*: Host events almost every day from the end of June through July with Men's and Women's Basketball and Volleyball camps. All of these camps are day camps with no overnight stays.
- *Cupp Stadium/Lower Soccer Fields*: Soccer day camps during the month of July. Women's Lacrosse may hold one or two events but they typically reserve the turf fields on campus for their camps.
- *Carter Memorial Stadium*: Most likely a showcase tournament every Thursday-Sunday from outside organizations starting in June and going through August. We would also have internal youth camps during the week in the same timeframe. With the turf field, we will try to maximize our rental potential.
- *Softball Stadium*: No showcase tournaments but will host youth camps or skill camps during the week starting in late June.
- *Tennis Complex*: We have a potential ITA Youth Tournament on the books for mid-August.
- All Radford Athletics-related activities will start in August with two basketball programs and Fall sports.

**Enrollment Management**

- *Main Campus Office of Admissions*: At this time, we continue to focus on virtual programming and small groups, no more than 10 individuals at a time, for in-person daily campus tours. We will make adjustments based on Commonwealth of Virginia and University restrictions.
- *RUC Office of Admissions*: To the greatest extent possible, RUC will offer an admitted student event and Open House in the summer, as well as assist with New Student Orientation.

**Finance and Administration**

- Facilities Management will engage in a number of large maintenance projects across campus, in addition to bringing Porterfield and McGuffey Halls offline and relocating current offices and services in available campus buildings and spaces.
- The Radford University Police Department will host a specialized class from July 26-20, 2021. Arrangements are being made to hold the sessions in a campus building.
- Conference Services is working with multiple on-campus and off-campus partners to ensure the safe and successful operation of the following activities and events on the main campus.
  - Quest – Various Dates
  - Boys State – End of June
  - Governor's School – July
  - Boys Lacrosse – July through August
  - Girls Lacrosse – July through August
- In Dining Services, there are a number of significant changes planned for the summer, which will require space modifications and result in the offering of new dining options.
- In the Post Office, there is a potential smart locker project.
- At RUC, the following projects are planned:
  - Annual device replacement with faculty/staff to replace computers and training on new features;
  - Upgrading technology in five classrooms;
  - Completing classroom and laboratory checks with regard to both facilities and technology; and
  - Reviewing ongoing projects (i.e. old bookstore and old fitness center).

**Student Affairs**

- *Recreation and Wellness*: RU Outdoors Trips/Rentals and Summer Intramural Leagues (*May/June*)
- *Student Life*: Summer Intern Program (*June/July/August*)
- *Accessibility Services*: Mandatory Trainings for School of Nursing (*August*)
- *Housing and Residential Life*: Residence Assistant Training (*August*)





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