

**Subject:** Update on return to campus

**Date:** Monday, July 6, 2020 at 12:51:49 PM Eastern Daylight Time

**From:** Campus Alerts

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**From:** Tim Hynes <ThomasHynes@clayton.edu>

**Date:** Monday, July 6, 2020 at 12:30 PM

**To:** Tim Hynes <ThomasHynes@clayton.edu>

**Subject:** Update on return to campus

Dear Lakers,

About three weeks ago, we shared with you some general information about plans for return to campus. With the start of the fall semester just weeks away, we thought it would be time for another update.

Members of the Clayton State University community have been working diligently to prepare for your return to campus in August. Our administrators, faculty and staff are now beginning to return in a gradual and phased manner that will culminate in our full return for the fall semester, health conditions and state regulations permitting. Your health and safety remain our top priority as we plan to resume the effective delivery of high-quality on-campus instruction.

This memo summarizes some of the key components of our instructional plans for the fall. Rest assured that you will receive further communications in the weeks ahead.

### **Self-Monitoring and Face Coverings**

In the best interest of the health and safety of our community, the Clayton State University is requiring all faculty, staff and students to self-monitor and acknowledge that they are not displaying signs or symptoms of COVID-19 prior to coming to campus each day.

Masks have been secured for all students and employees of Clayton State University. Means to distribute are still in progress and will be shared prior to the beginning of fall semester.

The University System of Georgia (USG) has directed Clayton State University, along with all other USG institutions, to strongly encourage faculty, staff and students to wear face coverings to prevent the spread of COVID-19. Clayton State is also following physical distancing guidelines, intensifying cleaning and disinfecting efforts, and promoting the practice of sound personal hygiene by all members of the campus community.

### **Housing move-in day**

The university's Housing and Residence Life department is staggering move-in dates so residents can move into their rooms responsibly while adhering to social distancing. For Laker Hall, move-in will be staggered between Aug. 3 and Aug. 5. Laker Village move-ins will occur Aug. 7-8. Students will be notified soon via email by University Housing and Residence Life with regard to their particular move in date and time slot. Masks will be distributed to resident students and shared spaces in the residence halls will undergo regularly scheduled cleanings. Students who are at high risk for COVID-19 are being advised to reconsider living on campus and are encouraged to take courses online; if this is not possible, students are being asked to take every precaution that they can to stay safe on campus.

### **Most Fall Semester Classes Will Begin on August 10, 2020**

Some classes will begin on Aug. 8, but most will start on Aug. 10. eCore classes and eMajors have an adjusted calendar. Please see the academic calendar posted on the Clayton State website and review your syllabus.

### **Freshman Welcome Week**

Welcome Week will model social distancing and keep students in small groups while offering some virtual

programming that will connect students and introduce them to campus. Details will be released by Campus Life in the coming weeks.

### **Daily Class Schedule**

Class schedules have been adjusted to limit your time on campus and to mitigate your potential exposure to the virus.

- Some seated classes have moved online and will still meet online during your scheduled times.
- Some seated classes have moved online for instruction with no set meeting time.
- Other seated classes will meet on campus with one set of students on designated days while the other students in the class take part online. Thus, if you enrolled for seated classes for the fall, your revised schedule will now reflect the day you are supposed to attend in person. You may only attend in person on your scheduled day because only a limited number of students can be in a classroom at one time. For example, if your class was scheduled for MWF, you may be scheduled to attend in-person only on Wednesdays.

### **Social Distancing in the Classroom**

All seated classes will be offered in ways that facilitate physical distancing. Desks and chairs will either be removed or marked so that students are at least six feet away from other students and their instructor. Disinfecting wipes or other acceptable cleaning solution will be provided in each classroom. Students will be instructed to wipe their desk area before each class.

### **Seating Capacity in Classrooms**

Maximum capacities to allow for physical distancing have been calculated for each classroom and classes will be divided into groups that align with those parameters. Stairways in buildings will be designated as either up or down to minimize the number of persons on the stair at one time.

### **In-Person Instruction Concludes at Thanksgiving Break**

In-person instruction and final exams will conclude on Nov. 23 prior to Thanksgiving Break. Final grades are due for most classes on Dec. 2.

### **Financial Aid**

The Financial Aid office is working to meet with students using multiple methods including by phone at (678) 466-4185, via email at [financialaid@clayton.edu](mailto:financialaid@clayton.edu), or by using Microsoft Teams by typing in FinancialAidQueue. Beginning July 13, we will be meeting with students on campus while following guidelines set by the Centers for Disease Control and Prevention (CDC). The Financial Aid office encourage students to use the next two weeks to review their financial aid status in the DUCK and to use one of the contact methods above for questions.

### **Student Requests for COVID-19-Related Accommodations**

The Centers for Disease Control and Prevention (CDC) has determined that older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID- 19.

The Disability Resource will be supporting students who need accommodations due to disabilities and the Dean of Students and Academic Affairs will be working to arrange COVID-19 accommodations for impacted students.

If you have questions regarding a COVID-19 accommodation for disability, please contact the DRC at [disabilityresourcecenter@clayton.edu](mailto:disabilityresourcecenter@clayton.edu) or (678) 466-5445. More information can be found at the Disability Resource Center website.

For any other COVID-19 accommodations, please contact the Dean of Students, Jeff Jacobs, at [jeffjacobs@clayton.edu](mailto:jeffjacobs@clayton.edu).

You probably have many questions about what you will experience this fall. Throughout the summer, we will provide you with updates about what to expect. Be sure to check your email regularly so you don't miss

important information. You can also check the University COVID-19 website for updates and resources.

We look forward to seeing you on campus in a few weeks!

Sincerely,

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“Dreams Made Real”  
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