

LLS COVID

REOPENING PLAN



Loyola Law School
Loyola Marymount University
Los Angeles

PLEASE NOTE: the contents of this plan are subject to frequent updates, due to changing circumstances and in alignment with guidance from public health authorities.

Please visit lls.edu/together for the most up-to-date information.

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Questions? Contact Marianne Carlton at Marianne.Carlton@lls.edu.

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Introduction

As students, staff, faculty and visitors anticipate a potential return to campus in the age of COVID-19, LLS reaffirms its commitment to the health and safety of all members of our community. Our administrators have worked tirelessly over the past months to develop a comprehensive repopulation plan – one that extends exhaustive safety and sanitation measures to every facet of working and learning on campus. Decisions were made in consultation with local and state public health officials.

And while we acknowledge the unknown – that further adjustments may be necessary, as global circumstances develop – we look forward with optimism that the plan outlined below will allow us to join together on campus again soon, with our shared health and well-being as the top priority.

Plan Highlights

- LLS fall 2020 semester classes and programs will be 100-percent virtual until further notice.
- LLS will follow current L.A. County Department of Public Health mandates in all areas of campus life, including but not limited to: face coverings, physical distancing, symptom tracking and enhanced sanitation measures.
- Plans for learning and working on campus have been vetted and approved by L.A. County Department of Public Health authorities.
- We will continue to consult and collaborate with officials from the L.A. County and California Departments of Public Health on future decisions regarding the health and safety of our campus community.
- In the event of a regional or campus outbreak, LLS has extensive policies and procedures in place to keep the community safe.
- We are optimistic that circumstances will improve, allowing us to resume in-person instruction in the spring 2021 semester.

General Campus Reopening Procedures

Please be mindful that guidelines continue to emerge and develop. We kindly ask all member of the LLS community to be understanding and follow current guidelines at all times.

- Every individual is required to submit a daily Lion Health Check prior to coming on campus each morning. The approval or rejection of their campus access is dependent on their truthful answers, as mandated by the L.A. County Department of Public Health.
- LLS Campus Operations has enacted heightened cleaning and sanitation protocols, and installed new safety and wayfinding signage to modify traffic flow around campus for increased distancing.
- Additional hand sanitizer, disinfecting wipes and cleaning supplies will be available to students, faculty and staff.
- Two cloth face masks will be provided to all LLS staff and faculty returning to campus.
- Additional Personal Protective Equipment (PPE) will be assigned to employees with workplace-specific needs.
- Food deliveries will be permitted.
- All campus visitors must be pre-approved and registered by a designated campus individual. Personal visitors are prohibited until further notice.
- All in-person events are canceled, postponed or reimaged (virtually).
- Proper response protocols to positive COVID-19 tests have been developed (screening, contact tracing, physical distancing, sanitizing, etc.).
- All member of the LLS community must carry their LLS ID cards at all times, and may be asked by Public Safety to display it to confirm they are an LLS employee or student.
- Updates will be provided via www.lls.edu/together and www.lmu.edu/together.

Fall Classroom Instruction

In alignment with emerging regional public health mandates, LLS has transitioned all of its curricular and co-curricular activities to a virtual experience.

Please note, the university will continue to align with changing public health guidelines, in response to evolving local and global circumstances surrounding the COVID-19 pandemic.

- The university recommends a minimum technology standard for PCs and Macs to ensure an optimal online learning experience. To reference these standards or to seek support for any technology issues or questions, please access the LLS technology portal and university's Keep Learning webpage.
- Students will continue to benefit from the law school's support and development offerings, including the William M. Rains Library, Student Affairs and Career Development Office, among many others.
- The following sanitation protocols will also be implemented for in-person classes:
 - Classrooms reconfigured to ensure 6 feet of physical distancing;
 - Revised room capacity signage will be displayed in each classroom;
 - The Computer Resource Center will be subject to reduced capacity.

Health and Safety – At a Glance

- Those with increased risk of severe illness or who are over age 65 are encouraged to continue to work and learn remotely until further notice.
- Face coverings are required to be worn at all times, both inside or outside, even when alone. Masks may be removed when alone in your private office with your door closed, or in your on-campus residence.
- All individuals must maintain 6 feet of physical distance at all times while on campus; if your work requires that you stand in closer proximity to others, it must be approved by the dean.
- Testing, contact tracing and illness response protocols have been established in coordination with the L.A. County Department of Public Health.
- All members of the community are to follow good hygiene guidance such as regular hand washing, avoiding touching your face and disinfecting touched items.
- Please take personal responsibility in following all health measures, including leaving campus and remaining at home when ill.

Physical Distancing Across Campus

- Overall campus workforce is reduced to 30 percent capacity until further notice, to ensure appropriate physical distancing.
- Occupancy for any indoor room on campus is not to exceed 50 percent of total capacity or 100 individuals, whichever is lower.
- Outdoor classroom or meeting space may accommodate up to 50 percent of total capacity or 150 individuals, whichever is lower.
- Students, staff, faculty and visitors must maintain 6 feet of physical distance at all times while on campus; exceptions must be approved by the dean.
- Elevator capacity is limited to a maximum of two riders at a time.
- Students, employees and visitors are discouraged from congregating in any area, but especially common areas or high-traffic areas such as bathrooms, hallways and stairwells.

COVID-19 Testing, Tracking, and Positive Cases on Campus

Lion Health Check

The university has developed Lion Health Check, a symptom tracker that students, staff, faculty and visitors must complete daily before coming to campus. This fully automated service evaluates your answers, but does not store them.

- Lion Health Check is accessible at lmu.edu/lionhealthcheck or via the Rave Guardian mobile app.
- Lion Health Check will ask a series of COVID-19 related questions, the responses to which will either clear you for campus access, or instruct you not to come campus and to contact your health care provider for next steps.
- This fully automated service is mandated by the L.A. County Department of Public Health. Your answers will not be accessed or stored.

Positive COVID-19 Cases on Campus

We are prepared for positive cases to occur on campus this fall. With proper protocols in place and the guaranteed assistance of local medical professionals and public health authorities, we trust that we will be able to respond quickly and fully to any instance of COVID-19 at LLS.

- For singular, unrelated cases of COVID-19, Public Safety will notify all individuals who have had close contact with the positive case, and provide further instructions for proper self-isolation.
- In the event of a concentration of positive COVID-19 cases on campus, an LLS Alert will be sent to the larger LLS community, notifying them of the outbreak. This measure is in compliance with the Jeanne Clery

Disclosure of Campus Security Policy and Crime Statistics Act. A set of three or more related positive cases within 14 days is the legal requirement for an LLS Alert.

- Additional sanitation measures will be enacted for an area where an individual with COVID-19 has frequented. Some procedures include: wiping of all surfaces with a sanitizing disinfectant approved by the EPA to kill COVID-19 and/or use of electrostatic disinfection machines to sanitize all surfaces.

Enhanced Cleaning and Disinfection Measures

LLS Campus Operations will regularly sanitize classrooms, office and workspaces, common areas, lobbies, restrooms and high-touch areas based on CDC, OSHA and Cal/OSHA requirements.

LLS Campus Operations cleaning and disinfection measures include, but are not limited to, the following:

- Enhanced cleaning of all campus buildings is completed frequently, with electrostatic deep-cleaning nightly;
- Common areas and frequently touched objects and surfaces are regularly disinfected with EPA-approved cleaning supplies;
- Hand sanitizing stations will be available throughout campus, including classrooms, offices, and high-trafficked areas;
- Disinfectant wipes will be provided in or near all classrooms, offices and high-touch devices, such as copiers and printers;
- Air filtration systems will be reviewed regularly and filters changed every 3-4 months, in alignment with guidelines developed by the American Society of Heating, Refrigerating and Air-Conditioning Engineers.

For Students

- Students will be required to stay home if sick, or if any person living in the same residence is sick with COVID-19 symptoms.
- Students must avoid large gatherings, both on and off campus, and avoid sharing school supplies and equipment.
- LMU Loyola Law School students may meet with our on-campus psychologist, Dr. Michael Douglas, free of charge for up to three sessions each semester. Until further notice, all sessions will be offered via phone and/or video communication. To make an appointment, please call 213.736.1122. For more information, please visit the LMU Loyola Law School student [Wellness](#) page.
- Law students may also access services through, Student Psychological Services is available via phone and/or video communication until further notice. SPS will be offering therapy sessions to students via phone and/or video communication until further notice. SPS will not conduct sessions in-person at this time, as your safety and well-being remain our highest priority. SPS therapists are licensed in California and can only provide teletherapy for students who are physically in California. If you have returned to a permanent residence that is out of state, please call your SPS therapist at 310.338.2868 to notify them of your status and ask for referral information if needed.

For Faculty and Staff

- Employees with the ability to work from home for the foreseeable future should continue to do so.
- Where possible, the university will provide flexibility for on-campus employees requesting to work remotely.
- Employees are required to stay home if sick, or if any person living in the same residence is sick with COVID-19 symptoms.
- Employees are asked to avoid office gatherings, including in break rooms, and avoid sharing office supplies and equipment.
- Failure to comply with the Safe at Work Plan and Policies may result in discipline, up to and including termination of employment.
- Further resources and support can be found on HR's website [Working Through COVID-19](#).

New Wayfinding and Safety Signage

New signage, branded “Be COVID Aware,” has been installed on campus to help expedite our collective adaptation to new COVID-related protocols and procedures.