

**COVID-19 Campus Repopulating Work Group
Minutes**

September 25, 2020

Present: Darcey Kemp, Kathryn Senie, Deb Avery, Mike Cassesse, David Buonora, Patrick Dawes, Quiana Campbell, Chris Scott, Barbara Washburn, Keith Paul, Cliff Porter, Mary Kaselouskas, Chief Rivera, Jenkin Gould and Jonathan Miller

Discussion Points

- Jenkin Gould presented the group with an update on the check-in process. He currently has five part time employees on staff as well as himself and Alberto. He could use two more part timers to fill in the gaps. Deb Avery has submitted two names for HR to reach out to for possible part time employment.
- Jenkin also reported that the walkie talkies would only be needed at Tech Park but they are so low maintenance, he doesn't think it is necessary. He will work with Chief to determine needs.
- Issues have come up regarding Healthy Roster. Some people receive a green bar, some receive a brown bar and others receive an open window (when this happens Jenkin has them fill out a hard copy). Cliff will follow up with Healthy Roster. Students not receiving Healthy Roster text may have incorrect information in Webadvisor. Updated information should be forwarded to the Registrar's office.
- Jenkin asked if the check-in lists could possibly be consolidated to one list. Darcey Kemp explained that the lists are set up to make sure individuals are checking in at the correct building and cannot be consolidated.
- KC Senie noted that zero tests were administered on Wednesday (9/23). Total test week #1 – 86; week #2 – 42. Communication will be developed and sent to campus as a reminder that testing is available.
- Michael Cassesse informed the group that students are hanging around in hallways/breakroom.
- Deb Avery asked that faculty who move classes must inform Facilities. Otherwise, they will not know which rooms to clean.
- Darcey asked that faculty make sure students in their classroom have a wristband. If not, make sure they are sent to the correct check-in site before allowing them in class.
- Jonathan Miller attended the AUC Facilities and Safety Meeting prior to this meeting. He informed the group that some faculty are encouraging students not to check in. The check-in sheets will be reviewed to determine who, if any, faculty members are not using the check-in sites.

- QR code to take students directly to Webadvisor will be added to the paper form.
- Students coming to campus for testing are requesting to park on campus. Should be directed to Lots 1 & 2.
- Jenkin noted that individuals coming in for dental appointments at the clinic are bringing their children. Discuss when Chris Scott is available.
- Pearl Street entrance – Campus Police does not have staff to cover this gate if it is opened.
- Recommendation by the Workgroup to allow students to park on campus after 3:00 pm. If possible, the Workgroup recommends it start with Fall Session 2.
- Campus Police will now waive through anyone with a hang tag (staff/faculty).