



July 20, 2020

Dear Members of the University Community,

The University is sending regular updates once per week on Mondays. Other notices will be sent by the President, other members of Cabinet or members of the University community when necessary.

Get Up-to-date Information at www.scranton.edu/covid-19.

Key Information to Expect and Recent Communications

- Scott R. Pilarz, S.J., President, shared with the University community **[Royals Safe Together – A Plan to Reopen Campus](#)**. He reminded members of the University community of our shared responsibility to follow the health and safety recommendations contained in the plan for the reopening of campus on Aug. 17.
 - Royals Safe Together **complies with Pennsylvania’s Preliminary Guidance for Resuming In-Person Instruction at Post Secondary Institutions** and Adult Education Programs, as well as with relevant guidance from the U.S. Centers for Disease Control and Prevention (CDC) and Pennsylvania Department of Health (PA DOH).
 - The plan describes the **various formats for course instruction** for the fall, which include: traditional face-to-face instruction; hybrid formats of face-to-face; and remote instruction, and fully remote instruction. Students will receive more details in the coming weeks regarding the delivery modes of their fall semester courses.
 - The plan also includes information about cleaning protocols, hygiene, student life, University ministries, dining services and health services, as well as COVID-19 testing protocols, contact tracing and housing arrangements for students requiring isolation or quarantine. The plan also recognizes the need to continue to monitor the situation and adapt to changing circumstances as needed.
- Robert W. Davis Jr., Ed.D., Vice President for Student Life, provided **[information to resident students](#)** about the **move-in to residence halls for the fall semester** that

allows students to come to campus during two distinct periods. The first period, between Aug. 9 and Aug. 11, is for students to drop off their belongings, set up their living space, and depart campus. The second, more traditional move-in period, Aug. 15 and 16, is when students will return and remain on campus for the start of classes.

- **First-year students** will receive an assigned move-in time from the Admissions Office in late July. Returning students wishing to volunteer to help with the first-year move-in will be invited to sign up this week through the Center for Student Engagement and will be allowed to move in on Aug 14.
- Dr. Davis also sent information to members of the **Class of 2024 regarding updates and reminders** posted to the orientation [webpage](#) and about a Q&A sessions on preparing for the transition to college for members of the class and their parents/guests on Wednesday, July 22, and Thursday, July 23. Registration is required for the sessions and can be made [here](#).

Updates

- On July 15, Pennsylvania Governor Tom Wolf announced new mandates for targeted mitigation efforts in response to the recent rise in COVID cases. The new mandates still allow the University to **continue efforts allowing employees to gradually and safely return to campus as needed** in preparation for the fall semester. Staff will continue to work remotely when possible. The University will continue to monitor the situation and will adjust plans as needed.
- **Staff members with serious underlying medical conditions** who are concerned about returning to campus may contact the Office of Equity & Diversity (OED) at elizabeth.garcia2@scranton.edu or call (570) 941-6645. Staff members with concerns about returning to campus for reasons other than their own underlying health condition should speak with their supervisor or contact the Office of Human Resources at hr@scranton.edu or (570) 941-7767.
- **Plexiglas Sneeze Guards** – Departments requiring Plexiglas sneeze guards may contact James Gaffney, Director, Facilities Maintenance Operations at (570) 941-7420, or email james.gaffney@scranton.edu. There is an on-going survey, fabrication and installation process underway within Maintenance/Trades Operations.
- The **Library is now lending physical books and media** from its collection to the University community. Please use the “place a hold” button in the catalog to request your items. You will receive an email when materials are available for “curbside” pick-up in the library lobby. The lobby is open Monday-Thursday, 8 a.m.-7 p.m., and Friday, 8 a.m.-4:30 p.m. Other than the lobby, the Library building will remain closed to the community, including university faculty, students and staff, so that library employees can safely process materials. We will

announce when the library building will reopen to the university community at a later date. To return library materials, please use the book drop in the lobby. For questions about holds, please call 570-941-7524 or email circulation@scranton.edu. Although the Library building remains closed, remote services, including assistance from Librarians, are still available. Please see the library web page (www.scranton.edu/library) for additional details.

You should expect your next regular update on Monday, July 27.

Sincerely,

Robert W. Davis Jr., Ed.D.
Vice President for Student Life

Jeff Gingerich, Ph.D.
Provost/Senior Vice President for Academic Affairs

Patricia Tetreault
Vice President for Human Resources