

**Princeton University**  
**Resubmission of Institutional Plan for**  
**Restart Cover Sheet**

**Institution Name:** Princeton University

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**Website for Restart Plan Posting:** fall2020.princeton.edu

*Note: Institutions do not need to wait for OSHE confirmation prior to posting to website. The plan should go live on the website when it is submitted.*

**Components of Institutional Plan for Restart Checklist**

*(Note: Before submitting, please review and check that the following components are included in the plan. The plan should be submitted with the headings below. If you are only submitting for certain sections, check only those that apply).*

- 1. General Safeguarding.....
- 2. Screening, Testing, and Contact Tracing Protocols .....
- 3. Instruction .....
- 4. On-Campus Residential Housing .....
- 5. Computer Labs/Libraries .....
- 6. Research.....
- 7. Student Services .....
- 8. Transportation .....
- 9. On-Campus Dining .....
- 10. Study Abroad and International Travel .....
- 11. Athletics .....
- 12. Other Information/Appendices (as needed) .....

By signing below, the institution certifies that all statements provided are true and correct and that the institution will comply with all applicable requirements set forth in the Governor's Executive Orders.

*Treby Williams*

Treby Williams, Executive Vice President

08/24/2020

**Date**

**Signature of President or Appropriate Designee**

# 1. General Safeguarding

- **How will the institution implement general safeguarding measures during each stage? These safeguards include but are not limited to:**
  - **Cleaning and sanitization,**

The University's Office of Environmental Health and Safety (EHS) established minimum requirements for cleaning and disinfection, meeting or exceeding recommendations and requirements from the US Centers for Disease Control for Higher Education and for Business, the NJ Department of Health, and the NJ Secretary of Higher Education. All disinfecting products approved for use by EHS meet the EPA's criteria for use against SARS-CoV-2. Unless otherwise indicated, the University's Building Services custodial staff carry out the approved cleaning protocols.
  - All restrooms in buildings authorized for use and all occupied student dormitories are cleaned and disinfected at least daily.
    - In dormitories, Building Services custodial staff plan to clean and disinfect all restrooms that they are able to access (not including private restrooms that are accessible only from within the dormitory room) at least twice per 24-hour time period.
  - Conference rooms, lobbies, and other common spaces in occupied buildings are cleaned and disinfected at least once per day.
  - Classrooms are cleaned and disinfected between each scheduled use.
  - High contact surfaces in occupied buildings are cleaned and disinfected at least twice per day, including but not limited to:
    - Lobby/common space furniture
    - Door handles
    - Light switches
    - Elevator buttons (lobby and elevator car)
    - Surfaces in lounges/kitchen areas
    - Handrails
  - Alcohol hand gel dispensers in occupied buildings that are maintained by Building Services are checked at least twice per day and refilled as needed.
  - All hand soap and paper towel dispensers in occupied buildings are checked at least once per day and refilled as needed.

Specific cleaning and disinfection protocols have been developed for buildings on campus that house special populations, such as the infirmary, University Health Services outpatient areas, athletic training areas and the daycare facility.

Dormitory rooms used by students diagnosed with COVID-19 are cleaned and disinfected by an outside remediation contractor. Administrative offices and common spaces used by staff diagnosed with COVID-19 are cleaned by custodial staff following safety guidance established by EHS. In all locations, if seven days have elapsed since the ill person occupied the room, normal cleaning procedures are followed.

○ **Requiring face coverings,**

Every individual on property or in buildings occupied by Princeton University must wear a face covering, with limited exceptions. [This is a link to the University's face coverings policy.](#)

○ **Maintaining adequate supplies, such as personal protective equipment and cleaning supplies,**

The University's Procurement Services department has dedicated staff to search for and purchase the personal protective equipment supplies, alcohol hand gel and disinfectant wipes that EHS recommends for use on campus. EHS and Procurement Services have calculated estimates for product inventories anticipated to be required through December. Calculations are based on the estimated number of staff and students who may return to campus in Fall 2020 and projected usage rate.

EHS and Procurement Services have developed guidance for the campus community, with instructions for purchasing supplies, based on availability of supplies in the market place. [This is a link to the EHS guidelines for ordering personal protective equipment and supplies.](#)

- Supplies that are *readily available* can be ordered using the University's normal procurement process.
- Supplies that are *restricted or difficult to obtain* are purchased and managed centrally for the campus by Procurement Services and EHS. Department representatives can order items through the EHS website.

EHS has developed a web-based inventory request form, which maintains inventory levels and manages distribution of the restricted or difficult to order supplies.

Building Services is responsible for purchasing supplies used by custodial staff to clean and disinfect the interior of campus buildings. Building Services maintains an inventory of products based on guidance from EHS and industry standards, which are based on square footage and occupancy.

○ **Requiring individuals to engage in social distancing practices at all times, and training students, staff and faculty regarding COVID-19 sanitization and social distancing practices and protocols.**

All enrolled undergraduate students and graduate students living in dormitories, and all undergraduates living off-campus, but authorized to be on campus, are required to sign a Social

Contract, agreeing to, among other measures: (1) wear face coverings (masks) in all University facilities, including workplaces, classrooms, dining facilities (unless eating), and residential halls (except their assigned room or suite) and on University grounds when unable to maintain physical distance; and (2) social distancing by maintaining at least six feet/two meters of separation between themselves and others in all University facilities (except their assigned room or suite). Before students return to campus they are required to complete online training that covers COVID-19 signs and symptoms, wearing face coverings, social distancing, cleaning and disinfection, and behavioral expectations. [This is a link to the Social Contract.](#)

Graduate students, faculty, and staff returning to on-campus activities must complete the Safe Practices for the Resumption of On-Campus Operations online training program or, if they are conducting research, the Safe Practices for Resumption of Research online training program. Both online training programs describe the expectations for social distancing on campus, provide visuals for how a space can be modified or used to accommodate social distancing, and explain best practices for using elevators, time clocks, vehicles and breakrooms.

Best practices for COVID-19 sanitation will be posted throughout campus. Departments are able to download and print additional signage as needed. For example, signs will be posted outside of bathrooms with reminders to maintain 6 feet of distance from others and to allow for one stall or one sink of distance from others. Inside of bathrooms, signage will be posted to remind users to wash hands frequently (with instructions), to keep phones off of shared surfaces, and to avoid touching one's face or face covering. [This is a link to the COVID-19 Building Signage information.](#)

## 2. Screening, Testing and Contact Tracing Protocols

**Please describe the planned testing and tracing protocol for the institution, including details regarding how you plan to collaborate with your state/local health department for contact tracing and notification of positive tests or viral outbreaks either on campus or among the campus community. [Click here to locate your local health department.](#)**

- **What screening measures will be in place?**

Within 7 days prior to arrival on campus, students will complete a COVID-19 Risk Assessment (CRA). The CRA will then be reviewed by Princeton University's public health team, which is composed of doctors (MDs), advanced practice nurses (APNs), and registered nurses (RNs). The public health team will provide direction to students based on the findings of their COVID-19 risk assessment.

- **How will you communicate these screening protocols to stakeholders?**

Multiple communication vehicles have and will be used to communicate with students, faculty, and staff, whether located on or off campus. These include messages from deans, direct emails, postings on websites, weekly all campus updates, and reinforcement via social media and peer resident advisors. With respect to testing, individuals will be notified of their test results via email from University Health Services and/or through a secure, web-based app managed by University Health Services. Individuals who test positive will receive an email or a phone call from

University Health Services, with instructions about isolation.

- **What will be the testing protocol?**

On their day of arrival on campus, undergraduate students will be tested for COVID-19. They will be tested at least every week thereafter for the duration of the semester. The public health team will provide students with their test results, and will report those positive for the virus to the Princeton Health Department, with whom the public health team has a close, collaborative working relationship. Students who test positive will be placed in isolation immediately, and their close contacts will be traced and placed in quarantine as needed. Support services will be provided to students in isolation and quarantine.

A testing protocol for asymptomatic faculty and staff in student-facing and service responsibilities and who will be working regularly on campus during the semester (when students are on campus) will also be in place.

- **How will the institution house or transport exposed or ill residential students and plan for timely reporting, while maintaining confidentiality?**

Students will be transported by Princeton University's Department of Public Safety (DPS) as needed to the University's infirmary, the University's isolation facility, or the hospital, as appropriate. DPS officers have personal protective equipment for themselves and the student, appropriate cleaning supplies, and receive training on transporting students who are ill or who may be positive for COVID-19.

In addition to operating an on-campus outpatient health service (open daily), Princeton's University Health Services (UHS) operates a 24-hour, 7-days-a-week Infirmary Service that manages after hours health issues that arise. Students can be housed in the infirmary as needed, and/or transported to isolation housing or to the local hospital, Penn Medicine Princeton Medical Center, via ambulance or DPS.

The public health team will, as described above, track and monitor all students who are positive for COVID-19 and report their conditions to the Princeton Health Department. The UHS adheres to strict privacy and confidentiality protocols. In addition, all health information stored in a secure electronic health record.

- **How will the institution log students, faculty, staff, and visitors to help facilitate contact tracing?**

Princeton University has purchased the CommCare system, the same contact tracing and case management system used by the New Jersey Department of Health. We will also be sharing information regarding positive cases and their close contacts with the Princeton Health Department. The requisite data will be entered into the NJ State Communicable Disease Reporting and Surveillance Service (CDRSS) system as well.

University Health Services (UHS) has a team who will conduct contact tracing for the University community. Partnering with the local health department, UHS will share information with the NJ

Department of Health for contact tracing involving individuals outside the University community.

For additional information about the state contact tracing initiative, visit:

<https://nj.gov/governor/news/news/562020/approved/20200512a.shtml>

For additional information about the PPE supplier registry, visit:

<https://COVID19.nj.gov/forms/supplier>

### 3. Instruction

- **For in-person courses, how will you ensure the institution is complying with the social distancing and other general safeguarding measures for classrooms?**

A committee with representatives from the Office of the Provost, the Office of the Registrar, Facilities, and the Office of Environmental Health & Safety has compiled a list of classroom spaces that can be used for in-person courses that, in Fall 2020, will only be used for graduate student courses. The approved classroom spaces provide adequate social distancing. Seats will be configured and/or marked to indicate where students should and should not sit in order to maintain social distancing. Signage will be present in all classroom spaces to remind occupants of social distancing requirements.

**In Stage 1, as described in the NJ Reopening Plan**, all instruction will be remote. No in-person instruction will be permitted.

**In Stage 2**, while the original NJ Reopening Plan only allowed most in-person instruction with a waiver, NJ Executive Order 175 and updated Restart Standards permit in-person classes in alignment with state-established restrictions and other safety measures. Students will not be required to take in-person classes. For Fall semester 2020, in-person or hybrid courses will be available to graduate students without the need for a waiver.

- Following Fall 2020, classes that involve undergraduate students might proceed in person if students are permitted on campus and if such instruction continues to be permitted pursuant to state guidance.
- Although not currently part of the Fall 2020 semester plan, studio classes (art, dance) may proceed following Fall 2020.
  - Painting, sculpture, lithography, photography and similar courses will be conducted in studios and shops with optimized mechanical ventilation systems, work stations spaced at least eight feet apart, and cleaning and disinfection between classes. Where possible, students will have the option of having materials sent to their homes or dormitory rooms to be able to conduct some or all of the work remotely.
  - Dance and theater classes must be designed to keep at least 8 feet between students and instructors and must be conducted in spaces with optimized mechanical ventilation. Students must wear face coverings.
  - Music classes that do not include singing or use of wind instruments can proceed but require social distancing and face coverings.

- All students, faculty, and staff must wear face coverings and maintain social distancing during class at all times.
- All classrooms and teaching laboratories will remain within occupancy limits applicable to instruction at institutions of higher education.
- All students and all faculty and staff who are authorized to be on campus must complete required training on COVID-19 safety.

**In Stage 3**, in-person instruction may be permitted with strict social distancing and use of face coverings, along with cleaning and disinfection protocols.

- Undergraduate students are not required to take in-person classes. In-person, hybrid, and remote classes may be offered.
- All students, faculty, and staff must wear face coverings and maintain social distancing.
- All classrooms and teaching laboratories will remain within applicable state occupancy limits.
- All students and all faculty and staff who are authorized to be on campus must complete required training on COVID-19 safety.

- **How will you accommodate faculty and students who are immunocompromised, or at high-risk for COVID-19, or have received a positive diagnosis of COVID-19, and are thus unable to attend classes in-person?**

All course instructors will be prepared to offer remote instruction. All undergraduate courses in Fall 2020 will be taught remotely. We anticipate that the vast majority of Fall 2020 graduate courses will be taught remotely; however, some course components may be offered in person. After Fall 2020, graduate and undergraduate courses may be taught remotely, in-person, or hybrid. Students and faculty who elect not to attend class in person will be accommodated through remote instruction. All in-person courses will have a way to continue instruction in case a student or faculty member becomes ill or needs to self-quarantine or self-isolate.

[This is a link to the Undergraduate Student Frequently Asked Questions webpage, with more on our plans for teaching and learning.](#)

- **How will you encourage social distancing through signage and layout of classrooms?**

Only classrooms with the capacity to provide adequate social distancing will be approved to accommodate in-person instruction. A variety of steps will be taken to encourage and ensure social distancing, including removing furniture in classrooms, as needed, to ensure there is an 8-foot radius between students. In instances where furniture cannot be removed, seats/desks will be clearly marked and blocked off as unavailable for use.

Every classroom will have signage inside and outside the room with reminders about social distancing, the requirement to wear face coverings, the maximum occupancy of the room to provide adequate social distancing and comply with state mandates and guidance, and other requirements or recommendations. [This is a link to the collection of signs placed around the campus, including in classrooms and classroom buildings.](#)

Faculty will be instructed to:

- Only teach from front of the classroom, at a clearly marked location, and will be advised not to walk throughout the room when teaching;
- Bring own chalk, markers and eraser whenever possible;
- Revise pedagogy as needed to ensure students do not need to move around the classroom.

Students will be instructed to:

- Keep social distance when entering and exiting classroom;
- As students enter, they should stay in demarcated aisles/pathways;
- Keep bags on floor near desk, not in cubbies, if available;
- Not eat or drink in any classrooms.

These and other relevant protocols will be highlighted in the appropriate training for students and faculty.

- **How will you ensure high-touch areas and shared surfaces in classrooms are cleaned and sanitized after every use?**

The class schedule will be provided by the Office of the Registrar to Building Services, which provides custodial services. At least one hour will be provided after each class to allow for cleaning and disinfection of surfaces in classrooms, including tables and chairs, by custodial staff using disinfectants meeting the EPA's criteria for use against SARS-CoV-2.

## 4. On-Campus Residential Housing

- How will you reduce capacity in on-campus housing facilities to the extent practicable in accordance with Executive Order 155? Please list your overall occupancy rate and your reduced occupancy rate.

Princeton University's normal undergraduate occupancy rate for the 2019-20 academic year was 5,151 beds. In order to provide a single bedroom so that no student has to share a sleeping space with another student, and to take some dormitories offline to provide isolation space, our revised maximum occupancy rate for undergraduates in Fall 2020 is 3,327 beds. Our dormitory-style graduate student housing facilities have always accommodated one student per sleeping place. As such, the graduate dormitory occupancy remains the same at 713 beds.

**In Stage 1 of the NJ Reopening Plan** undergraduate students will not be invited to live on campus. Graduate students who are already living in campus housing may continue residency. Only undergraduate students requiring emergency residency will be permitted to live in on-campus housing, generally less than 600 students.



**In Stage 2 of the NJ Reopening Plan**, graduate students will be invited to live on campus. Without the additional allowances for in-person instruction, dining, and use of common spaces afforded by NJ Executive Order 175, only undergraduate students requiring emergency residency would be permitted to live in on-campus housing, generally less than 600 students.

In Fall 2020, undergraduate students who require emergency shelter (approximately 200), Army ROTC students (less than 20), and seniors who need to be on campus for senior thesis research (approximately 60), were authorized to live on campus and/or use access on-campus resources.

After Fall 2020, assuming that conditions set in NJ Executive Order 175 are still in effect, the University may invite additional undergraduate students to return to campus, continuing to follow the safeguards described in the Restart Standards applicable to On-Campus Residential Housing in Stage 2.

**In Stage 3 of the NJ Reopening Plan**, Princeton University may invite all graduate students and only a portion of undergraduate students to return to campus. For the Fall 2020 semester, all students who are invited to be on campus and decide to live on campus will be assigned to single sleeping spaces.

For Spring 2021, we will evaluate New Jersey guidance and public health conditions when making decisions about residential housing. Updated plans for the spring semester will be submitted to the New Jersey Office of the Secretary of Higher Education.

- What criteria will your campus use to identify students for whom residential housing is necessary for an equitable education?

In all Stages, if students are unable to live and learn at home and they are unable to secure off campus housing due to exigent circumstances, they will be considered for emergency residency on campus, provided that they fall into one or more of the following categories:

- Students currently living in on-campus Emergency Shelter;
- Students who have been declared independent for the purposes of financial aid;
- Students with high financial need and/or who have serious extenuating circumstances that make it impossible to secure alternative housing;
- Students who currently reside in graduate family housing

[This is a link to the Financial Aid Frequently Asked Questions webpage. The process for applying for Emergency Residency is outlined in section 4.](#)

- How will the institution ensure infection prevention measures are followed in shared or common areas (such as residence hall kitchens, game rooms,

bathrooms, etc.)?

**In Stage 1**, common areas, with the exception of shared bathrooms in student living areas, will be closed and unavailable to students.

**In Stage 2**, unless permitted by applicable Executive Orders or guidance from the Office of the Secretary for Higher Education, common areas will be closed and unavailable to students. Per updated Restart Standards provided by the Office of the Secretary of Higher Education, some or all shared kitchens in dormitories may be open for the use of cooking.

- Furniture for the purpose of congregation will be removed.
- Occupancy limits in kitchens and dining areas will allow 100 sq ft per person. Occupancy limits will be posted.
- Students will wear face coverings and will maintain social distancing.

**In Stage 3**, common areas, such as lounges, laundry rooms, theater spaces, etc. may be open and available to students.

- All common areas will be posted with occupancy limits based on 100 sq ft per person.
- Occupants must wear face coverings and maintain social distancing.
- Furnishings will be placed in such a way to promote social distancing and accommodate a number of people up to or below the occupancy limit.

Whether or not common areas within dorms will be open (or remain open) for student use will depend on New Jersey rules and guidance in effect at the time and public health considerations. It is possible that the University will be required (or choose) to close common areas. It is also possible that common areas will be open for limited use subject to occupancy and other restrictions if the layout allows for social distancing.

Laundry rooms, will be open in Fall 2020. Building Services custodians will clean the laundry rooms at least once per day. Material for cleaning and disinfection will be placed in each laundry room, with instructions and posters advising students to wipe down high touch surface after each use.

For any common areas open for limited use, students and other occupants will be required to abide by social distancing and face-covering guidelines, which will also be posted in these areas. EHS approved cleaning and disinfecting materials, along with instructions on cleaning expectations, will be available in these spaces. Custodial staff will clean these areas at least once per day.

Depending on the room assignment, students may have in-suite bathrooms or use corridor bathrooms. Building Services will clean corridor bathrooms but not clean in-suite or shared bathrooms. Students who are assigned to a room with an in-suite or shared bathroom will be provided with cleaning supplies to clean their bathrooms.

Signs will be posted outside of bathrooms with reminders to maintain 6 feet of distance from others and to allow for one stall or one sink of distance from others. Inside of bathrooms, signage will be posted to remind users to wash hands frequently (with instructions), to keep

phones off of shared surfaces, and to avoid touching one's face or face covering. [This is a link to the COVID-19 Building Signage guidelines.](#)

- What steps will the institution take to minimize outside visitors to residence halls?

Per the University's required Social Contract, undergraduate students living in dormitories cannot host any off-campus guests, including family members, romantic partners, or any students who are not invited to live on campus in their rooms. In addition, students may not host more than two resident student guests at a time. As with other provisions in the Social Contract, failure to comply by students may lead to disciplinary action. [This is a link to the Social Contract.](#)

- Describe routine cleaning measures to be implemented in on-campus housing, including communal bathrooms.

EHS has developed the following minimum cleaning and disinfection guidelines for Building Services custodial staff. These guidelines are based on information from the New Jersey Department of Health (NJDOH), the Centers for Disease Control (CDC) and the Restart Standards for all New Jersey Institutions of Higher Education.

- Custodial staff will clean and disinfect corridor restrooms in student dormitories at least twice every 24 hours.
- Some dormitory suites have private bathrooms that are not normally accessible to custodial staff. For these bathrooms, Building Services will provide students with cleaning and disinfection products.
- Custodial staff will clean surfaces in common areas, conference rooms, and lobbies authorized for use at least once per day.
- Custodial staff will clean and disinfect all high contact surfaces in spaces authorized for use at least twice per day, including but not limited to:
  - Lobby/common space furniture
  - Door handles
  - Light switches
  - Elevator buttons (lobby and elevator car)
  - Surfaces in lounge/kitchen areas
  - Handrails
- Custodial staff will check and refill all hand soap and paper towel dispensers daily.

Products used for disinfection are reviewed by EHS and meet the EPA's criteria for use against SARS-CoV-2.

- What protocols are in place for residents who need to isolate and quarantine? Please list the amount of housing (single rooms/private bathrooms) available to house these individuals.

All students who are invited to be on campus and decide to live on campus will be assigned to

single sleeping spaces. Students who need to quarantine will remain in their assigned quarantine spaces for the required period. Meals will be provided to the students in a safe manner throughout the quarantine period.

Students who need to isolate will be housed in dorms that are designated for isolation. Meals will be delivered to the students' designated rooms during the isolation period. Rooms designated for self-isolation have been equipped with a micro-fridge (combined microwave oven and refrigerator) for students to use.

Two entire dormitories with 280 beds have been designated for isolation. A number of small University owned houses will provide 18 additional isolation spaces. In the event that additional isolation space is needed, the University has a contingency plan to provide emergency isolation housing in athletic facilities.

## 5. Libraries and Computer Labs (other facilities as needed)

- What is your plan for operation of computer labs and libraries?

### LIBRARIES

- The Princeton University Library has a phased plan for resumption of on-site services consistent with the Executive Orders issued by the Governor of New Jersey and Restart Standards from the Office of the Secretary of Higher Education, which is adaptable depending on the State's resumption phases. A small percentage of library staff reports to campus to perform work that may only be conducted on-site, while other library staff continue to telework where practicable.

Book pick-up and return services have been implemented and enhanced digitization services have been implemented to reduce the number of patrons who need access to the collections. The University libraries are not open to the public and access is controlled by University ID. [This is a link to the Princeton University Library Phased Plan for Resumption of Services webpage, which describes social distancing, signage, materials handling, and limited access policies.](#)

- **In Stage 1 of NJ Reopening Plan**, all Library facilities are closed to Princeton University patrons and are not physically staffed.
  - Library staff, working remotely, provide online support and tutorials. Patrons have access to online collections, reference services, consultations, workshops, and tutorials.
  - Remote operations for working with data services continue.
  - Loan periods are extended, fines are suspended, and renewals can be made online.
  - Interlibrary loans that can be delivered as digital copies continue.
  - Faculty and graduate students are invited to send requests for digitization.
  - Additional preparations and actions listed as Phase 1 in the above-referenced Library phased resumption plan continue.

- **In Stage 2 of the NJ Reopening Plan**, access to Library facilities is limited and the Library is minimally staffed. As permitted by applicable NJ Executive Orders and the Restart Standards:
  - Library remains closed to the public.
  - Book pick-up and return services are available to Princeton University faculty, staff, and student who are authorized to be on campus. This function occurs in the lobbies of the Library, such that patrons do not need to enter Library spaces. Patrons are expected to wear face coverings and maintain social distancing, leaving immediately after receiving their materials. Library staff handling books must wear face coverings and gloves.
  - Students may schedule appointments to pick up materials previously left behind.
  - Faculty, staff, and students approved to be on campus may schedule appointments to access the open stacks. Access to the stacks will be restricted to staff and a limited number of patrons at one time, ensuring adequate space for social distancing – at least 100 sq ft per person and within applicable occupancy limits.
  - Distancing, pedestrian flow, face covering requirements, and other safety protocols will continue to be enforced through signage and other means.
  - Face coverings are required at all times. Gloves must be worn when handling books and equipment.
  - Protective shielding is installed at all service points.
  - Students, faculty, and staff approved to be on campus may schedule appointments to use study areas. Seating is specifically placed in a manner that provides more than 6 feet separation. Applicable occupancy limits will be followed in individual library rooms.
  - Returned books are quarantined for at least 24 hours. As possible, books are sanitized using a disinfectant that is included in the EPA list of materials that are effective against SARS-CoV-2.
  - Public computer stations are removed or made unavailable to patrons.
  - Additional preparations and actions are listed in Phases 2 and 3 of the Library resumption plan.
- **In Stage 3 of the NJ Reopening Plan**
  - “Curbside” pickup at the Library entrances or lobbies continue to be available, with precautions described above (in Phase 2).
  - Public exhibition areas, including Cotsen Children’s Library’s public gallery and the Milberg Exhibition Gallery may open with limited hours and capacity restrictions in accordance with applicable NJ Executive Orders and guidance.
  - Patrons and Library staff continue to wear face coverings. Gloves are required when handling books. Social distancing is required at all times.
  - Returned books continue to be quarantined for at least 24 hours and disinfected, as possible.
  - Public computer stations are removed or made unavailable to patrons.
  - Study spaces and access to stacks remain available by appointment, ensuring the continued ability to maintain social distancing and occupancy limits.
  - Additional preparations and actions are listed in Phase 4 of the Library resumption plan.

## COMPUTER CLUSTERS

- **In Stage 1 and 2 of the NJ Reopening Plan:** Computer clusters (labs) managed by the Office of Information Technology will be closed and the computers removed. The functionality normally provided by the clusters will be delivered through online technologies. All other computer clusters, such as those in the library and in academic departments, will be closed and inaccessible to students.

**However, in Stage 3,** computer clusters used for teaching may be available to students for instructional purposes.

- Computers workstations will be placed at least 6 feet apart.
  - Building Services will clean between classes.
  - EHS-approved disinfectants will be available in the computer cluster rooms.
- How will the institution implement social distancing measures and cleaning protocols in these facilities?

All library branches and facilities have implemented social distancing procedures such as staggered work shifts, reduced furniture density, prescribed traffic flow, space reservation systems, etc. Cleaning products for shared equipment and furniture are placed throughout the facilities.

- How will the institution follow state occupancy restrictions in these facilities and reduce occupancy?

Libraries will be following the most up-to-date occupancy restrictions by using a space reservation system and keeping study spaces at least 10 feet apart.

- How will the institution clean and disinfect high-touch areas in these facilities, such as computer terminals?

Custodial services will clean and disinfect common high-touch areas such as handrails, elevator buttons, and door handles. Disinfection supplies will be located in study rooms and near common equipment for additional cleaning by users.

- Will the institution utilize curbside pickup for libraries? If so, how will the plan for curbside pickup be implemented?

Book pick-up requests can be made via a link on the online catalog “Request Pick-up or Digitization” or by email. Once a request is submitted, borrowers will receive notifications with information, including pick-up location, time, and social protocols. [This is a link to the Princeton University Library book pick-up services webpage.](#)

## 6. Research

- What is the institution's plan for the operation of research & research labs?

The University has formulated a [plan for the phased resumption of on-campus research](#). On June 17, 2020, the University moved from Level 3 (Essential Research) to Level 2 (Phased Resumption of Research). The phased resumption pertains to experimental, non-instructional laboratory work in science and engineering. All work that can be done remotely must continue to be done remotely.

According to the plan, Principal Investigators (PIs) must formulate and submit a laboratory plan (Research Lab Operations Plan, RLOP), indicating how compliance with safety, hygiene and social distancing requirements will be implemented and adhered to, so as to establish a system of local responsibility in compliance with University-wide policies and public health guidance. Department chairs must formulate and submit a building-level plan for the resumption of research activities (Academic Research Infrastructure Plan, ARIP). Laboratory plans must be approved by the department chair and then by the dean for research. Department plans must be approved by the dean for research.

The plan explains that the proper timing for implementing the phased resumption of on-campus research is determined by the University's leadership, taking into account the relevant local, state, and national public health directives. We are prepared for the possibility of suspending research operations in response to a widespread resurgence in infection.

All non-experimental work should continue to be done remotely. This includes theoretical and computational work, and activities such as data analyses, project planning, and reading literature.

### **In Stage 1 of the NJ Reopening Plan:**

- All experiments are stopped, except for COVID-19 research and a limited number of research projects deemed essential. All such research is specifically approved by the Office of the Dean for Research.
- Authorized researchers may access laboratories for essential maintenance activities. Access to laboratories requires authorization by the Office of the Dean for Research following submission of a Research Lab Operations Plan by the Principal Investigator.
- All researchers must maintain social distancing and must wear face coverings.
- All laboratory teaching is conducted virtually. No undergraduates are permitted to conduct research in campus labs.
- Human subjects research is limited to that which can be conducted remotely via telephone or online, where there is no physical interaction between the study team and the subject.
- Authorization to access laboratories is contingent on completion of *Phased Resumption of On-Campus Research* training provided by the Office of Environmental Health and Safety.
- Laboratory research allowed during Stage 1 is consistent with Princeton University Research Levels 3 and 4 in the plan referenced above.



### **In Stage 2 of the NJ Reopening Plan**

- Laboratory research that cannot be done remotely resumes with strict social distancing, use of face coverings, and cleaning and disinfection protocols.
- Department chairs must submit a department-level Research Infrastructure Plan that outlines how social distancing, cleaning and disinfection, and occupancy limits will be maintained.
- Principal investigators must submit a Research Lab Operations Plan detailing how each lab will enact strict social distancing and comply with density and hygiene metrics and practices prescribed by Princeton University Environmental Health and Safety.
- The Office of the Dean for Research reviews and approves each plan.
- Use of personal protective equipment (PPE) and cleaning protocols are strictly enforced.
- All work that can be done remotely continues to be done remotely.
- All laboratories must allow for social distancing and at least 160 sq ft per person at all times, with scheduling or physical modifications implemented as needed in order to satisfy these distance and low-density requirements.
- In Fall 2020, all undergraduate laboratory teaching is conducted remotely.
- In-person human subject research is not permitted unless the research may be conducted with social distancing and while wearing face coverings AND involves only University faculty, staff, or students authorized to be on campus (including the research subjects).
- Authorization to access laboratories is contingent on completion of *Phased Resumption of On-Campus Research* training provided by the Office of Environmental Health and Safety.
- Research allowed during Stage 2 is consistent with Princeton University Research Level 2 in the plan referenced above.

### **In Stage 3 of the NJ Reopening Plan**

Same as above, plus

- With approval from the Office of the Dean for Research, limited human subjects research projects that include close interaction between the study team and the subject may be permitted. Such research will require a protocol, engineering controls, administrative controls, and personal protective equipment for all participants.
  - Additional requirements are outlined in the [Guidance for Human Subjects Research](#).
  - Undergraduate teaching laboratory may operate with strict social distancing, cleaning protocols, and face coverings.
  - Laboratory research allowed during Stage 3 is consistent with Princeton University Research Level 2 in the plan referenced above.
- How will researchers on campus be informed about this plan?

Our Plan for the Phased Resumption of On-Campus Research is posted on the Office of the Dean for Research website, which is continuously updated as new information and guidance on COVID-19 and its treatment and prevention become available.

Principal Investigators are expected to communicate the plan for their lab to lab members. The Research Lab Operations Plan is available in SHIELD, the University's health and safety management system, to all researchers in a group (registration required).



Major announcements, such as the University shifting from one level of operations to another, are communicated via email to the University and through our Community COVID-19 Update e-newsletter.

[This is a link to the Plan for the Phased Resumption of On-Campus Research webpage.](#)

- How will researchers be encouraged to reduce personal contact and engage in social distancing?

Principal Investigators and facility directors must develop a Research Lab Operations Plan that adheres to the guidance provided in the Phased Resumption Plan (above). Plans must address how the lab group will conduct research activities in a manner that allows social distancing within laboratories, and strictly maintains at least 160 square feet per research at all times.

[This is a link to the EHS Guidelines for Safe Research during the COVID-19 Pandemic: Social Distancing webpage.](#)

- What will be the cleaning protocol for research labs and research materials?

All lab surfaces and equipment must be disinfected at least daily. This includes all surfaces within the biosafety cabinet, chemical fume hood, equipment, bench tops and other work surfaces, transport and transfer containers.

Laboratory members are responsible for developing plans to promote good laboratory hygiene by regularly disinfecting common laboratory areas and touch points (e.g., doorknobs, sink handles, freezer doors, telephones) within the laboratory space.

Building Services custodians clean bathrooms, hallways, common areas, etc. They do not clean laboratories unless there is a specific need and under controlled conditions. The resumption plans describe how lab members will meet EHS cleaning guidelines.

[This is a link to the EHS Guidelines for Safe Research during the COVID-19 Pandemic: Cleaning, Decontamination and Disinfection webpage.](#)

## **7. Student Services**

- What is the institution's plan for student services?

Student services will continue to operate largely remotely. Outdoor and indoor activities that fall within the New Jersey guidelines will be planned by professional staff and will take appropriate measures to ensure physical distancing and the use of face coverings.

University Health Services will continue to be open throughout the year, providing medical, mental health, and wellness services to undergraduate and graduate students. Their multidisciplinary clinical staff are available 24 hours a day, seven days a week during the

academic year.

- How will student service departments reduce in-person interactions and implement safeguarding measures, particularly in waiting areas?

All student services have been and will continue to be delivered largely remotely. Reception areas and conference rooms will be reviewed and reconfigured to support appropriate physical distancing.

University Health Services (UHS) provides both in-person appointments and telehealth appointments, when possible, for medical and mental health services. The UHS facility has been modified to ensure physical distancing in the waiting areas, reception areas, and throughout the building. Plexiglas, partitions, reorganized spaces and seating, and signage are in place.

- How will students, staff and faculty who are immunocompromised, or otherwise in an at-risk category, or those with a positive diagnosis, be able to access student services remotely?

Student services (including University Health Services) can be accessed remotely. Appointments can be scheduled as calls or Zoom meetings when appropriate.

## **8. Transportation**

- What is the institution's plan for transportation on campus?

The University's TigerTransit service follows protocols set forth by the American Public Transportation Association (APTA), the State regulations and Executive Order regarding cleaning, capacity, bus signage and wearing face coverings.

Although the current NJ Executive Orders allow full capacity use of buses, TigerTransit continues to operate with reduced seating. Seats are blocked off to maintain a 6-foot distance and passengers are reminded to avoid touching surfaces and to seat themselves at least 6 feet away from other passengers. All passengers must follow the University's face covering policy. Drivers have extra masks to provide riders if needed. The buses have appropriate signs regarding physical distancing and wearing of face coverings.

- What is the protocol for transporting sick students who may reside on campus to essential appointments?

The care and treatment of ill students is coordinated by University Health Services (UHS), located centrally on our campus. If an ill student needs transport on campus or to and from the Penn Medicine Princeton Medical Center or other local hospitals, UHS clinicians notify the Department of Public Safety (DPS). DPS officers receive training from the University's Office of Environmental Health and Safety industrial hygienists on precautions to take during transport. Training is conducted both on-line and in-person, to assure competency in:

- Safe transport procedures
- Use of personal protective equipment (N95, gloves, gown, eye/face protection)
- Use of face covering and gloves by ill student
- Disinfection of the transport vehicle using products meeting the EPA’s criteria for use against SARS-CoV-2.

DPS or UHS requests assistance from the local ambulance service (Princeton First Aid and Rescue Squad) for transport of an ill student to the local emergency room.

- What additional mitigation strategies will the institution take for shared transportation?

Signage is being installed to highlight walking and biking on campus, reducing the need for additional mitigations.

With the Zagster bike sharing program no longer in operation, Transportation & Parking Services is considering a bike loaner program (users must take the bike for an entire semester) for faculty, staff and students to increase bike ridership.

If demand for TigerTransit is greater than bus supply given social distancing and capacity restrictions as described above, a reservation system for riders will be considered.

## 9. Dining

- What is your plan for food service and dining operations, including compliance with health and safety standards, as well as applicable Executive Orders?

Any campus dining halls open during the fall semester will follow state mandates and guidance in effect at the time. Dining access will be restricted to students with a meal plan, College staff, and Campus Dining staff. A Lunch-to-Go program will be active on days when classes are scheduled. All food and beverages will be served to the students by the Princeton University Campus Dining team. All students will swipe their own University ID card to help minimize contact. There will be one swipe and one entry per meal period for each student. [This is a link to the Campus Dining’s Frequently Asked Questions.](#)

**In Stage 1**, Grab-and-Go meals from no more than two Campus Dining facilities will be available to students who remain on campus in emergency housing and to graduate students who participate in meal plans.

- Students do not serve themselves – all meals are packaged individually for the students by Campus Dining staff.
- Students may not eat in the dining halls or any indoor space on campus, except their campus residence.
- All containers and utensils are disposable, intended for single use.

- Campus Dining facilities are arranged in a manner that promotes social distancing when picking up meals.
- Campus Dining staff and all students must wear face coverings at all times in the dining hall.
- At the end of each day, Building Services custodians will remove trash and clean and disinfect the venue.

**In Stage 2**, Grab-and-Go meals and meals served and packaged by Campus Dining will be available to students living on campus.

- Students do not serve themselves. Student either pick up pre-packaged Grab-and-Go meals or will select food from serving lines. Campus Dining staff place the selected food into individual containers and either place the container on a table for the student to pick up or place the container in a bag for the student.
- Tents are available outdoors, with tables and chairs spaced in a manner that allows social distancing. Tents do not have side panels.
- Students and staff are required to wear face coverings at all times indoors. Students may remove their face covering to eat as long as they maintain at least 6 feet from others.
- Campus Dining staff clean tables and other high-touch surfaces frequently and between uses of dining space.
- At the end of each day, Building Services custodians will remove trash and clean and disinfect the venue.
- Occupancy of dining areas remains within applicable occupancy guidelines.

**In Stage 3**, all of the above remains available and is followed.

- Indoor dining that meets state and federal guidelines for occupancy, sanitation, and safe practices is allowed.
- Indoor dining furniture is arranged in a manner that promotes strict social distancing.
- Face coverings are required at all times except when eating.
- Campus Dining staff clean tables and other high-touch surfaces frequently and between use of indoor dining spaces.
- At the end of each day, Building Services custodians will remove trash and clean and disinfect the venue.

NOTE: Pursuant to NJ Executive Order 175 and updated Restart Standards, for Fall 2020, Princeton University may allow students to use indoor dining spaces in the dining halls that are open and in use. Only students and staff who are authorized to be on campus will be permitted to dine in the Campus Dining facilities.

- If you have on-campus student housing, how will those in isolation/quarantine access dining services?

Students in quarantine will remain in their assigned quarantine spaces for the required quarantine period. Meals will be provided to students in a safe manner throughout the quarantine period. Students in isolation will be housed in dorms that are designated for isolation. Meals will be delivered to the students' designated rooms during the isolation period. Rooms designated for self-isolation have been equipped with a micro-fridge for

students to use. [This is a link to the Fall 2020 Housing Frequently Asked Questions.](#)

- How will dining employees be trained on appropriate sanitization and social distancing practices and protocols?

Staff returning to on-campus activities must complete the Safe Practices for the Resumption of On-Campus Operations online training program, which describes the expectations for social distancing on campus, provides visuals for how a space can be used or modified to accommodate social distancing, and explains best practices for using elevators, time clocks, vehicles and breakrooms.

Campus Dining staff will receive additional training on cleaning, disinfecting, and social distancing protocols reviewed and approved by EHS.

Hand sanitizer dispensers will be located at the entry of each dining hall. Decals will be placed on the floor to explain and promote social distancing. All tables, chairs and other high-touch points will be cleaned and sanitized after each meal. Chairs will be removed from each dining hall in order to ensure that capacity and social distancing guidelines are adhered to. Plexiglas barriers have been installed at all card checker and cashier stations in each dining hall and retail operations. Dining halls will also be professionally cleaned and sanitized every semester by an outside vendor that specializes in COVID-19 cleaning and disinfecting.

- How will institutions limit the number of individuals in a single facility, both indoors and outdoors, in accordance with the state occupancy guidelines?

For indoor dining, the University will have a density monitoring app installed in each dining hall. This app can be accessed by both staff and students in order to monitor in real time the capacity of each dining hall. Once the maximum capacity, according to EHS guidelines that are at least as restrictive as New Jersey occupancy limits applicable to dining facilities at higher education institutions, is reached and the threshold is met, entrance will be prohibited.

For outdoor dining, University staff and management will monitor occupancy with manual clickers in order to have an accurate count of students in each location. Entrances and exits will be closely monitored and seating will be limited, according to EHS guidelines that are at least as restrictive as NJ Executive Orders.

## **10. Study Abroad and International Travel**

- What is the institution's plan for study abroad programs, domestic and international travel?

All programs sponsored by the Office of International Programs, including Study Abroad and the Novogratz Bridge Year Program, have been suspended for fall 2020.

Princeton has implemented strict restrictions on University-sponsored domestic and international travel throughout the pandemic period, and requires all faculty, staff, and student travelers to comply with government public health guidelines both at their destinations and upon return to New Jersey or other origin.

These include the following policies:

- University-sponsored domestic travel is limited to locations not under stay-at-home order and only for essential purposes for faculty and staff, some research travel by students, and where a critical University or humanitarian need justifies an exception.
- University sponsored international travel is permitted only where allowed by government public health measures and for faculty and staff pursuing essential research, recruitment and relocation of critical personnel, and where a critical University or humanitarian need justifies an exception.
- University-sponsored group travel of any type is prohibited.
- To aid in contact tracing where necessary, travelers must register the details of their University-sponsored trips, both domestic and international. While living, working, or studying on campus, students must register any trip, including personal ones, outside their county of residence.
- Travelers, whether University-sponsored or on personal trips, are mandated to follow any quarantine and/or testing requirements in place from New Jersey or the University.

These policies will be subject to periodic review and revision as disease conditions in New Jersey, the United States, and abroad change.

- How will the institution communicate with students and employees regarding changing travel restrictions?

Princeton University's Global Safety & Security (GS&S) unit maintains a robust platform for communicating travel policies, guidelines, and information to the University community both through its own web presence and through links from other University offices, departments, and institutes with major travel components. In addition to leveraging these existing communications channels, the GS&S is incorporating travel guidance into the University's broader messaging around operations for the coming academic terms, including through the Social Contract and other documents that students will review and sign prior to arriving on campus. Finally, to the extent possible, gating will be in place through the University's travel procurement processes to prevent University-sponsored

travel that is out of policy from being booked and/or funded.

[This is a link to the Pandemic-Period Permissible Travel Guidelines.](#)

## 11. Athletics

- What is the institution's plan for resumption of athletic programs on campus?

The Ivy League teams will not participate in intercollegiate athletics competition prior to the end of the fall 2020 semester. A decision on the remaining winter and spring sports competition calendar, and on whether fall sport competition would be feasible in the spring, will be determined at a later date. Princeton's intercollegiate teams are permitted to engage in specific athletics activity that will follow a 3-phase return-to-play plan. The ability to move from phase to phase will be determined by University policies. [This is a link to the Ivy League Intercollegiate Athletic Plan Announcement](#)

- What is the institution's protocol for mandating frequent screening and testing for coaching staff and student-athletes?

Student-athletes will be asked to complete a daily 5- to 10-question health screening. These surveys will go directly to the team's head coach, strength coach and athletic trainer for review.

Student-athletes will follow the same health and safety testing procedures as other students on campus and coaches will follow the same health and safety testing procedures as staff on campus.

- What are the written protocols for student-athlete and staff orientation/trainings regarding the transmission of COVID-19 and the handling of high-touch items?

Student-athletes will receive the same training that the rest of the student body receives. In addition, Athletics will provide a virtual athletics-specific orientation to address the use of training rooms, locker rooms, equipment sharing, laundry service, and the performance center. Written policies and procedures will be posted throughout the venues.

- How will the institution limit equipment-sharing?

All student-athletes will be provided individual equipment where possible. Student-athletes, coaches, and equipment staff will share responsibility for cleaning all equipment as University protocols dictate and will rotate equipment through practices appropriately. Groups will be limited in size throughout 2 or 3 planned phases for resumption of activity. Only in phase 3 of the University's plan will there be head-to-head competition and if this competition occurs, it will be intra-squad competition only.

- How will the institution ensure team meetings are socially distanced with general safeguarding protocols?

The majority, if not all, indoor team meetings will be held virtually. If any indoor in-person meetings occur they will follow all University policies for PPE, room capacities and group sizes. Facilities will be modified and signage displayed in all athletic venues as needed. All outdoor meetings will require social distancing and PPE as outlined within the University guidelines.

- What is the institution's quarantine/isolation protocol for student-athletes who have tested positive for COVID-19, come into contact with those who have tested positive, or who have developed symptoms?

Student-athletes who need to quarantine will follow the same protocols for all students as described in Section 4 of this document. They will remain in their assigned quarantine spaces throughout the quarantine period, following the procedures set for all students. Meals will be provided to the students in a safe manner throughout the quarantine period. Students who need to isolate will be housed in dorms that are designated for isolation. Meals will be delivered to the students' designated rooms during the isolation period. Rooms designated for self-isolation have been equipped with a micro-fridge for students to use.

[This is a link to the Fall 2020 Housing Frequently Asked Questions webpage.](#)

- How will the institution limit nonessential visitors, staff, volunteers, vendors, and media?

Since there will be no competition, no non-essential visitors, volunteers, vendors or media will be invited to campus. Non-essential staff will follow the same protocols as outlined within the University policies for staffing. All indoor facilities will be locked and entry limited to only those with approved University card access.

- How will student-athletes and athletic staff be educated on policies and protocols prior to arrival on campus?

All students must commit to following federal, state, and local public health guidance, as well as Princeton's policies and expectations for conduct both on and off campus, as outlined in the Social Contract. Athletics will notify student-athletes of requirements through the department messaging platform, which has the ability to email and text all student-athletes and Athletics staff. [This is a link to the Social Contract webpage.](#)

Athletics will provide an Athletics-specific virtual orientation for all student-athletes before their arrival on campus.

- What are the institution's protocols for traveling for games or hosting teams in competition?

There will be no Ivy League intercollegiate athletics competitions in the fall semester.



- How will the institution work with local, state, and conference partners to ensure the safety of student-athletes, employees, and other athletic stakeholders? If you submitted a plan to your conference, please share as an attachment.

There will be no Ivy League intercollegiate athletics competitions in the fall semester.

## **12. Other Information/Appendices (as needed)**

More information about academic and operational plans for the 2020-21 academic year is available on the [Fall 2020 website](#).