**Blake Hall and Reopening the Political Science Department**

Borrowing from language used in other buildings and departments, below is some guidance on the reopening of Blake Hall and the Department of Political Science in August 2020.

As with many details about the upcoming fall, some of this information may change, so please be alert to future announcements. The goal is to ensure a safe environment for everyone.

**Building entrances & exits:**

• Blake Hall is scheduled to reopen on Monday August 10th.

• When entering, check in at a kiosk with the CVKey App near the doors every time to monitor our health (let me know if you have trouble with the app). Individuals who do not use the app will need to fill out a paper form every time they enter a campus building to show they are monitoring their health regularly.

• Enter and exit at designated entrances. They will likely all allow entry and exit.

• Only one person will be allowed to ride on the elevator at a time.

• The building will be closed to all but cleaning staff from 10pm–7am daily; doors may be locked earlier if classes are over.

• Doors will also be locked on weekends except if there are classes.

• When the building is locked, swipe your ID to enter at one of the front entrance, which now has an ID scanner.

• Linda and Megan, and the UG advisors, will work remotely most of the time.

• Refrigerator: store food only for the day. Leave nothing overnight, which the cleaning crew may toss.

• If you can work remotely, do so. If you must come to the office, keep your door closed.

• Signs will ask people not to stand or sit in hallways.

**Classrooms:**

 • Classrooms have been reset with chairs to keep appropriate social distance from the front of the room and from each other.

• There will be movable protective transparent shields for instructor’s use.

• Each room has a specific layout in it, so custodians will reset chairs if moved.

• Most classroom occupancies are about 30% of normal occupation. • Auditoria and tiered classrooms are at about 20%.

• Signs will ask people not to stand or sit in hallways between classes.

**Restrooms, water fountains, stairs, elevators, vending machines:**

• Restrooms: signs will ask people to socially distance and wash their hands.

• No water fountains: they are working on installing bottle fillers for water fountains.

• Stairs will be bidirectional (stay to right).

• Elevators are single use (meaning only one person in the elevator at a time).

• Distance if you’re waiting.

• Use a key to press buttons.

• Vending machines will be empty.

**Sanitizing**:

• Outside entry doors will have signs asking all to: • wear mask, • wash hands, • keep the 6-feet social distance, and • clean surfaces before you use them.

• At key locations and all elevators there will be a large bottle of hand sanitizer and small bottles available to fill and take with you.

• Spray bottle with non-bleach cleaning solution and paper towels will also be available at the same station as the hand sanitizer.

• The building will provide wipes in every classroom, which custodians will refill.