

## University Guidance on wearing of Face Coverings and Social Distancing

Final Approval 7/9/20

Effective Date 7/13/20

**Expectation:** Face coverings **must** be worn by faculty, staff, students and visitors while in a building and not physically separated in an office or room without others present, in addition to maintaining 6' social distancing if possible.

Students living in any residence hall or university owned housing must wear a face covering whenever they are not in their assigned room or suite. This includes walking in common hallways, in lounges, laundry, or other common areas.

Face coverings must also be worn inside University vehicles (including shuttles) if more than one individual is present in the vehicle.

Face coverings must be worn outdoors on University property if the recommended 6' social distancing cannot be maintained, except when outdoors in a family unit. Family unit is defined as roommates, suitemates or members of the same household.

Individuals dining on campus must wear a face covering in service areas and dining rooms, except when dining.

Cloth face coverings are recommended but additional types of face coverings such as disposable would suffice if a cloth mask is not readily available.

**Exceptions:** Pursuant to guidance from the Centers for Disease Control and Prevention (CDC), children under the age of 2 should not wear face coverings. If a person is not able to wear face coverings due to health or ADA concerns, then alternatives must be made available to those individuals. Affected individuals should also consult with their physicians before wearing a face covering. Students with health or ADA concerns should contact the Dean of Students at 573-651-2524 or [deanofstudents@semo.edu](mailto:deanofstudents@semo.edu) for assistance. Faculty and staff with health or ADA concerns should contact Human Resources at 573-651-2206 or [humanresources@semo.edu](mailto:humanresources@semo.edu) for assistance.

Individuals engaged in indoor or outdoor physical activity are not required to wear a face covering but are encouraged to maintain social distancing if possible.

There may be limited activities where wearing a face covering is prohibitive (e.g. athletic competition, theatre performance). Exceptions to this guidance, other than those listed, must be requested by a division executive and approved at the Executive Staff level.

**Procuring Face Coverings:** Employees will be provided cloth face coverings. Faculty will also be provided clear face shields which can be worn in the classroom to allow lip reading and for the

easier projection of their voice. Facilities Management is procuring face coverings for University distribution. Supervisors should order face coverings and other PPE using the online form found at <https://www.cognitoforms.com/SoutheastMissouriStateUniversity1/COVID19SupplyRequest>.

Two cloth face coverings will be provided to students at the start of the semester. It is the responsibility of the student to have their mask available and properly maintained. Information will be provided to all students, faculty, and staff on [proper use, removal, and washing of cloth face coverings](#). Signage will be provided throughout university buildings regarding these safety practices.

If a student forgets to bring a face covering to class, a limited amount of face coverings will be made available and the location of where they can pick those up will be posted/provided.

Departments may order face coverings to make available to visitors if they do not have their own. Departments co-located in a building are encouraged to identify a common location to make face coverings available.

**Enforcement:** The wearing of a face covering is a safety requirement under the current conditions. We hope that through modeling and a positive and encouraging environment, all will do their part. If a student refuses to wear a face covering, it would be handled in the same manner as if they refused to comply with a course requirement or adhere to the Code of Student Conduct. If an employee refuses to wear a face covering, the supervisor should contact the Director of Human Resources for guidance and assistance.