

## **EXPECTATION AND ENFORCEMENT NOTICE**

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All members of the campus community (faculty, staff, and students) are expected to strictly adhere to the requirements of the University's Safety and Health Requirements for Presence on UAH's Campus During the COVID-19 Pandemic Policy, Number 02.01.71 (the "Policy") and any additional directives of the University with respect to health and safety. The requirements of the Policy include, among other things, the following:

- appropriate use of face coverings,
- practicing social distancing, and
- restrictions on large social gatherings.

The intent of this Policy is to mitigate health and safety risks associated with COVID-19 to protect all members of our campus and surrounding communities.

To emphasize the importance of adhering to the Policy, *stringent sanctions and discipline will be administered for violations*. While the University expects all faculty, staff, and students will be responsible and compliant members of the campus community as we navigate this academic year, any individual that violates the Policy will be met with sanctions/discipline intended to strongly address the risks their behavior creates.

The following disciplinary measures for students, student organizations, and employees serve only as a guideline and may be adjusted as needed to properly address the severity of any situation. Interim measures may be utilized to remove an individual from campus.

### **INDIVIDUAL STUDENTS**

The Office of Student Ethics and Education, working in conjunction with other areas of Student Life, will oversee student violations of the Policy. **Repeat offenders will face increasingly greater sanctions. Egregious offenders will be met with significant sanctions up to and including suspension after as little as one offense.** In short, given the expectations for compliance and the need to mitigate risks, leniency in the implementation of sanctions will be limited.

The following is a general guideline for sanctions that, again, can be accelerated or modified as needed to address the specific situation.

#### **1. Noncompliance with Participation in Required Training Module and Charger Healthcheck for Students Who Attend Classes On Campus**

**FIRST NOTIFICATION**— First communication attempt will be an email notification educating students on their required participation in both the training module as well as participation in Charger Healthcheck.

**SECOND NOTIFICATION**— Second communication attempt will be a phone/text message educating students on their required participation in both the training module as well as participation in Charger Healthcheck.

**THIRD NOTIFICATION**— Summons letter will be issued requesting a video Code of Conduct meeting to educate students on their required participation in both the training module as well as participation in Charger Healthcheck. A final deadline for compliance will be given.

**FOURTH NOTIFICATION**— If the training module and/or Charger Healthcheck are not completed by the deadline provided, a sanction letter will be issued indicating that student will be immediately suspended for the duration of the current term.

## 2. Noncompliance with Post Re-Entry Requirements

**FIRST VIOLATION**— A letter will be sent to the student documenting the violation (e.g., failure to wear a face covering or practice social distancing) with a warning that future violations will warrant more significant action.

**SECOND VIOLATION**— The student will receive a formal conduct charge. If found responsible, the student will receive a written disciplinary warning, which will be reflected on their student disciplinary record. The student will also be required to take additional health and safety training related to COVID-19.

**THIRD VIOLATION**— The student will receive a formal conduct charge. If found responsible, the student will receive disciplinary probation and notification that a fourth violation may result in immediate suspension.

**\*\*All violations after the third violation may result in suspension for up to one year.\*\***

## STUDENT ORGANIZATIONS

All students are expected to comply with the requirements of the rules related to events and gatherings. Student organizations who violate these provisions will be sanctioned. Similarly, if an improper event or gathering occurs that was not organized by a recognized student organization, conduct charges will be brought against individual students responsible for the event. **Repeat offenders will face increasingly greater sanctions. Egregious offenders will be met with significant sanctions up to and including suspension after as little as one offense.**

Key requirements related to student events include, but are not limited to, the following:

- There will be no large student organized events. This includes band parties, swaps, formals, out-of-town and off-campus parties or large gatherings of any kind. The guidelines for indoor events are no more than 50 individuals, with no more than 100 for outdoor events. Most importantly, attendance limits depend on the distance capacity of the space, so each event space is different and may not allow for even 50 individuals, depending on the ability to social distance within the space. These restrictions may be adjusted, up or down, if risks associated with COVID-19 change.
- Attendance restrictions for student organization events will be strictly applied, and all on-campus events, meetings, and programs held by student organizations and with ten (10) or more expected attendees must be registered through the Office of Student Life.
- All on-campus student organization events, meetings, and programs with ten (10) or more expected attendees must be registered through the Office of Student Affairs. Event organizers must prepare plans to limit event attendance upon application for registration of a student organization event, including sanitation and cleaning plans.
- Event organizers must also capture and maintain lists of actual attendees for potential contact tracing/public health use. Organizers must designate someone for this duty.
- Social distancing and mask wearing must be enforced.

**Additionally, off-campus student events sponsored by, or on behalf of, student organizations are impermissible until further notice.**

The following is a general sanctioning guideline for violations of the student event requirements:

**FIRST VIOLATION**— The group will receive a formal conduct charge and a conduct hearing will occur via video conference. If the group is found responsible, sanctions will include a written warning documenting the violation and a informing the group that a second violation could result in the suspension of registered organization status. The group’s executive officers and advisor will be required to take additional health and safety training related to COVID-19. Depending upon the seriousness of the violation regarding risk to health or safety, additional and more severe sanctions, including probations, more significant loss of privileges, or removal from campus may be imposed.

**SECOND VIOLATION**— The group will receive a formal conduct charge and a conduct hearing will occur via video conferencing. If the group is found responsible, the group’s status as a registered student organization will be revoked, including any allocated funds and the ability to request any funds for the duration of the semester. The group will be barred from reserving any space on campus. The entire student organization and its advisor will be required to take additional health and safety training related to COVID-19. Depending upon the seriousness of the violation regarding risk to health or safety, additional and more severe sanctions, including probations, more significant loss of privileges, or removal from campus may be imposed.

## **EMPLOYEES**

### **CAMPUS RETURN REQUIREMENTS**

To work on campus in any capacity (part-time or full-time), all UAH employees, which includes both faculty and staff, must complete COVID-19 Testing, COVID-19 Training, and enroll in the Charger Healthcheck. Failure to complete the COVID-19 Testing, COVID-19 Training, or enroll in the Charger Healthcheck will result in an employee being sent home without pay. If that employee does not complete the COVID-19 Testing, COVID-19 Training, and enroll in the Charger Healthcheck after three business days, the employee’s employment will be terminated. Termination of a faculty member will follow the procedure set forth in the UAH Faculty Handbook.

### **ON-CAMPUS SAFETY REQUIREMENTS**

Once an employee returns to work on campus, certain COVID-19 safety measures, such as wearing a face mask, completing the required reports on the Charger Healthcheck, social distancing, etc., **must** be followed. If an employee fails to follow the on-campus safety requirements, the following progressive discipline by a supervisor will apply:

**FIRST VIOLATION**— Verbal Counseling

**SECOND VIOLATION**— Written Counseling

**THIRD VIOLATION**— Final Warning and a three-day unpaid suspension

**FOURTH VIOLATION**— Termination of Employment

\*\*Employees who believe they need a medical or other accommodation to enable them to complete the steps required to return to their campus or, upon returning, comply with all mandated safety measures should address those issues with and obtain approval from their supervisor and Human Resources prior to returning to campus.