

COVID-19 2020 PANDEMIC: INTL. CAMPUSES ACADEMIC RE-START

From document submitted to the University System of Georgia (May 2020) as part of Georgia Tech's Re-start plan for Fall 2020.

1. GT-Lorraine (GTL), Metz, France

1.1 Academic

The Summer program has been cancelled. The Fall program is scheduled to start on 8/17 with regular Fall schedule and face-to-face instruction provided that it is safe to do so, based on guidelines from GT, USG, and the French authorities. We anticipate that, with social distancing, some Fall classes may have to be accessible online by some students. Faculty have access to all GT-Atlanta expertise to deliver high-quality instruction. As was done during the Spring semester, if safety requires to close down the campus, all instruction will continue online to ensure academic continuity for the students.

1.2 Personnel

The GTL personnel (faculty, staff, and doctoral students) has been working remotely. Starting May 11, access to the building is granted to the personnel, gradually, based on needs. A teleworking planning log is distributed weekly. Priority is given to essential staff and researchers. There are no undergraduates and MS students during the Summer at GTL. We are planning for a return to quasi-normal operations (with health management precautions) at the beginning of the Fall semester. We are planning for contingencies, in case of campus closure, if required by GT, USG, or French authorities.

GTL Management will name two "COVID delegates", one for Research and one for Faculty/Staff, whose roles are: (1) to monitor weekly that GTL building modifications and processes implemented to ensure health safety are indeed properly in place and followed by personnel and students; (2) remind people of best practices; and (3) manage the storage and distribution of masks, gels, PPE.

1.3 Facilities

- Entrance: Installation of a temperature check and distribution of masks and hand sanitizing station.
- Back entrance reserved for GTL staff, faculty, and Institut Lafayette personnel, as well as pre-registered visitors. Front entrance for all others. Floor markings installed to indicate required paths to follow and minimize proximity of people.
- Classrooms: full cleaning performed 4/5/2020 and classrooms locked until Fall semester. Protocol for access and cleaning classrooms to be put in place over the Summer.
- Social distancing criterion for classrooms to be defined this Summer following French authorities guidelines as well as GT and USG guidelines. If necessary, classroom space can be rented nearby.
- Mail and delivery protocols in place to minimize risks.
- Meeting / Conference rooms: max capacity 6. Health and safety protocol in place.
- Floor signage throughout the building to maximize safety and proper distancing.
- Training of the third-party company (Evergreen) in charge of cleaning the building. (e.g., no cleaning of keyboards and mouse as this has to be done by the individual user).

- Signage and TV monitors throughout the building to remind health and safety best practices
- Limitation of one person per lavatory (installation of a green/red light to indicate availability)
- Masks will be distributed to all. They are not required in the office. Until further notice, they are strongly recommended in hallways, and required during meetings.
- On each floor, next to the lavatories, a “COVID station” will be installed for hydro-alcohol solution, for wipes, and for disinfectant spray to clean surfaces.
- Offices: It is required to leave the door open to avoid unnecessary touching of door handles.
- The PhD room has sufficient square footage to allow proper social distancing.
- Laboratory safety to follow guidelines provided by CNRS.
- Lunch room: Two groups (1pm and 2 pm) to allow for proper social distancing. Kitchen: only one person at a time.
- Xerox machine, Coffee machine, Sodas and vending machines: One person at a time. Install floor markings for access and departure to minimize proximity of individuals.
- Remove coffee maker and hot water boiler that are used collectively. Recommend individuals to bring their own instead.

4. Visitors

- Mail and delivery protocol in place
- Protocol for visitors to be put in place.

5. Dorms

GTL does not own or operate the various dorms being used by our students. All dorm rooms are single occupancy except for married students. We will be in conversation with dorm managers over the Summer to prepare for Fall semester and verify best practices to minimize health risks.

2. **GT-Shenzhen (GTSI), Shenzhen, China**

2.1 Academic

The Summer China Program (GT undergraduates in a faculty-led study abroad program) was cancelled. Online instruction for the graduate summer 2020 semester began on May 11, 2020 for GT-Shenzhen. Even though in-person instruction will not take place at GT-Shenzhen for the summer semester, many students are eager to return to campus for the academic atmosphere and more spacious studying environment. Note that most GT-Shenzhen students have been home since January 22 for the Chinese New Year holiday and the subsequent closure of the GT-Shenzhen campus due to COVID-19 and have been taking classes online since February 17. On May 9, Guangdong Province government announced that the Public Health Advisory System has lowered to Level 3 Yellow Level for the Guangdong Province. Similar to the US Homeland Security Advisory System, the Chinese Public Health Advisory System has 4 levels (Blue or Level 4, Yellow or Level 3, Orange or Level 2, Red or Level 1). Universities in Guangdong Province can allow students to return to campus as early as May 11. GTSI has decided to wait until May 25 to allow students to return to campus. Despite of the fact that during the summer

semester there is only online instruction, approximately 40 students have expressed the desire to return to campus during the summer semester.

GT-Shenzhen plans to offer in-person instruction during the fall 2020 semester starting on August 17. In the event of campus closure dictated by Chinese authorities, we plan to continue continuity of the academic program through online instruction. We are also exploring having in the Fall a cohort of Freshmen students (from China, Macau, Hong Kong, and Taiwan) who have been admitted at Georgia Tech but cannot get to Atlanta because of difficulties in getting a visa. Giving them the option of starting GT on the Shenzhen campus would be beneficial in retaining these students.

2.2 Personnel, Facilities and Safety

Georgia Tech Shenzhen Institute (GTSI) staff members have been back to working in the office since April 7, 2020 after teleworking for two months. In early May, GTSI required all staff members who regularly interact with students to be tested for COVID-19 with GTSI paying the testing fees. All such staff members have been tested negative for COVID-19. All students wishing to return to campus must submit an application form first to GTSI. They must also present a Green (all clear) health *QR code issued by the Shenzhen government*. GTSI will send chartered minibuses to Shenzhen Airport and Shenzhen North Railway station to shuttle students to the campus according to their pre-declared flight and train arrival schedules on May 25 or May 26. The minibuses will be thoroughly disinfected by GTSI custodian staff in addition to cleaning performed by the transportation company. Students are asked to minimize the use of public transportation en-route to campus and to refrain from venturing off campus unnecessarily once they have returned to campus.

GTSI has made sure that there is enough stockpile of disinfecting supplies, masks, gloves, thermometers, etc. Each student returning to campus will receive a complimentary COVID-19 care kit which includes: 4 KN95 masks, 20 disposable face masks, 1 thermometer, 1 bottle of hand sanitizer, 1 bottle of skin disinfection spray, 1 bottle of liquid soap, 5 pairs of disposable gloves, and 1 COVID-19 prevention booklet. In the past couple of weeks, GTSI staff members have twice conducted campus reopening drills to practice how to guide students through the arrival check-in, temperature check, luggage disinfection processes, and how social distancing will be practiced in the cafeteria and study areas. Students have been informed of the process by video and PPT. After the students are back to campus, a drill will be conducted with all students present on COVID-19 prevention measures and what to do in case a student's temperature is not normal or exhibit COVID-19 like symptoms. GTSI stands ready to welcome students back to campus on May 25-26.