A Note From Point Park University
President Paul Hennigan

Dear University community,

It is an understatement to say that the events of 2020 have posed unprecedented challenges for us all. However, it is also true that in times of great change and adversity, communities that are united by a common purpose and a strong bond are best able to adapt and thrive.

The mission of Point Park University is to provide innovative undergraduate and graduate education in a dynamic urban setting. Dedicated to academic excellence and community engagement, we prepare students of diverse backgrounds with the knowledge, skill and experience to lead meaningful lives as informed citizens and successful professionals. For our students, and for society in general, that mission has never been more timely – or important.

Higher education in America plays a critical role in the ongoing advancement of society. All students have individual stories and motivations for coming to school, but most undergraduate students go to college to prepare themselves to get jobs and start their professional careers or to enhance existing careers. Graduate students want to learn more and contribute more. Doctoral students want to research and implement solutions to societal issues. We cannot pause the enterprise even during a pandemic. We must find the path forward to continually provide educational opportunities to improve our communities and serve our professions. This is a challenge for all of us, but we will work together to figure this out. This is what education is all about; finding solutions to our current challenges. At Point Park, we are up to the challenge, and we invite you to join us in the pursuit of your educational and career goals.

I’m proud to say that Point Park has built a strong community, united by our common mission. We are ready and eager to welcome our students, faculty and staff members back to campus for the fall 2020 semester, while working together to ensure the highest level of health and safety for all. In navigating a path forward amid the COVID-19 pandemic and other extraordinary circumstances, our guiding purpose has been to provide an environment where the entire University community can be safe and continue to thrive.

Our plan for providing high quality on-campus and remote learning for the 2020-21 academic year is the result of extensive contingency modeling, which will enable the University to adapt quickly to the changing parameters of the pandemic. We have established a partnership with expert health professionals at the University of Pittsburgh Medical Center (UPMC), and have incorporated input from state and local public health experts. In the months ahead, we will continue to adhere to the best scientific and governmental guidance, including multiple protocols. Enhanced cleaning and disinfecting procedures, as well as expanded guidelines for campus living and learning, have been designed to promote the health and safety of our University community.

In this guide, you will find details about all aspects of our plan for living, learning and working at Point Park effective July 6, 2020. It’s important to note that the content will be revised periodically due to changes in circumstances. Each update will include a new effective date and will be communicated to the University community via email. By adapting our plan as needed, we will ensure that our students, faculty and staff continue to thrive.

Each member of our community is essential to creating the Point Park experience in its deepest, most vibrant sense. We look forward to continuing on-campus instruction for our students, who are eager to continue learning on our lively and safe Downtown Pittsburgh campus.

These may be uncertain times, but our mission is clear and our Pioneer spirit is stronger than ever. By working together and supporting each other, we will meet and surpass each and every challenge today and in the future.

Warm regards,

[Signature]

Paul Hennigan
President

7/7/2020
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Addressing Challenges
I. INTRODUCTION

The 2020-21 academic year will present many challenges to the Point Park University community. Through a variety of coordinated efforts, the University is providing in-person, on-campus education focused on student learning and informed by expert health partners, UPMC. This guide details all aspects of Point Park’s on-campus learning and operations effective July 6, 2020. By adapting this plan as needed, the University intends to ensure that students, faculty and staff continue to thrive.

During these unprecedented times, each member of the campus community must adhere to the policies, processes and procedures set forth by Point Park to assist in protecting the health and safety of all. Everyone’s support and understanding is necessary and truly appreciated.

A. COVID-19

As the health and safety of students, faculty, employees and their families are of paramount importance, the University is closely monitoring the COVID-19 pandemic. As learning and operations resume on campus, Point Park is following the health and safety protocols of the Centers for Disease Control and Prevention and the Pennsylvania Department of Health. In addition to such measures as social distancing and wearing face masks, the University is making efforts to maintain a lower-than-usual number of individuals on campus. This action is required in the governor’s reopening and operating guidelines for the Commonwealth of Pennsylvania, and is recommended by UPMC.

On the next page are important changes Point Park has implemented; every person on campus must adhere to the directives as indicated. Helpful visual reminders are also being placed around campus, and a few are shown below.
1. Before returning to campus this summer or fall, all students, faculty and staff should self-quarantine for 14 days. Every person must pay particular attention to their daily activities for at least two weeks (14 days) and adhere to public health guidance: limit travel, wear a face mask, practice social distancing, use good hygiene and take a temperature reading at least daily.

2. Effective July 1, 2020, the state of Pennsylvania requires a face mask be worn outside the home. This means everyone is required to wear a face mask in and around all Point Park University properties.

3. Signs are located throughout campus as reminders to practice social distancing, wash hands, shield sneezes and coughs, and stay home if feeling sick.

4. Markers are placed on the floors where lines form to maintain distances.

5. Queues may be set up in areas to keep waiting lines organized.

6. The capacity of classrooms, the library and fitness center are modified per CDC, Pennsylvania Department of Health and Pennsylvania Department of Education guidelines.

7. Elevator capacity is limited; face masks are required at all times. Elevators are programmed to stop only at certain floors based on class schedules. Individuals must follow instructional signs and use the antimicrobial brass tool located at the elevator, or use a shirt sleeve, to push buttons.

8. Infection barriers or sneeze guards are installed at service points.

9. Stairwells are to be used in only one direction, and will be identified for use, either up or down.

10. Faculty and staff are responsible for cleaning their office space, including computer keyboard and mouse, phone, desk and in-department conference room. University housekeeping staff will clean high-touch areas.

11. Every person must take a temperature reading twice a day; stay home if the reading is above 100.4 degrees; and phone the Student Health Center at 412-392-3800.

12. Everyone must use gloves on high-touch, shared areas such as copiers, coffee makers, etc.

13. Students, faculty and staff will be provided a kit containing a thermometer, face mask and hand sanitizer.

14. There will be regular, random, quick health screenings throughout campus on a daily basis administered confidentially by a medical professional. This consists of a temperature check and a few, simple general health questions. When asked to participate, students, faculty and staff are required to cooperate.

15. In the event there is a surge in confirmed COVID-19 cases at Point Park University, in Allegheny County or in Pennsylvania, the University will consult with UPMC, the Allegheny County Health Department and/or the Pennsylvania Department of Health for guidance and direction. Point Park and/or government agencies will provide guidance and direction to all students, faculty and staff. This guidance and direction must be followed.

See page 18 for health and safety details.
B. SOCIAL RESPONSIBILITY - STUDENT CONDUCT

Code of Student Conduct Statement of Purpose
Any campus student conduct system must have, at its core, the intention to adhere to the fundamental rights and responsibilities inherent in scholarly inquiry, civil discourse and intellectual rigor. No university community can exist if these values are not safeguarded and explored, free from violence and bias. With this in mind, Point Park set forth reasonable expectations and standards of behavior in the Statement of Community Responsibilities and Expectations. The goal of this statement is to establish the community’s procedures for resolving conflict; educate community members as to standards of interaction; and, if necessary, remove from campus those who do not adhere to these standards.

Statement of Community Responsibilities and Expectations
As members of the educational community, students must follow the Code of Student Conduct, which clarifies behavioral standards considered essential to the University’s educational mission. Students enrolling at Point Park assume responsibility to conduct themselves in a manner compatible with the University’s function as a place for higher learning. Annually, students receive a link to the electronic copy of the Code of Student Conduct at PointPark.edu. They are responsible for reading and abiding by the provisions of the code. The code and procedural guidelines may change at the University’s discretion. Students are also expected to respect and adhere to local ordinances, and state and federal statutes, both on and off campus.

Visit PointPark.edu/StudentConduct for more information.

C. DIVERSITY AND INCLUSION
Point Park embraces, supports and actively pursues a policy of inclusiveness that recognizes, values and reflects the diversity of the campus, community and world. To thrive as an academic institution, the University fosters a learning and working environment that encourages multiple perspectives and the open exchange of ideas in an unbiased and nonprejudicial way.

Visit PointPark.edu/Diversity for more information.

D. VIOLENCE, BULLYING AND HARASSMENT
Point Park is committed to an academic and work environment in which students, faculty and staff have the right to be free from violence of any kind. This includes but is not limited to discrimination and harassment of any form, including bullying, by any member of the University community.

E. STUDENT RISK ACKNOWLEDGEMENT
Before arriving on campus, students for the 2020-21 academic year need to acknowledge the risks associated with COVID-19 by reading and understanding completely this student risk acknowledgement section. This acknowledgement verifies the student has read and understands the content of this section, and agrees with the terms in it.
The novel coronavirus, COVID-19, is a highly infectious disease declared by the World Health Organization to be a global pandemic. There is no current vaccine for COVID-19. COVID-19’s highly contagious nature means that contact with others, or contact with surfaces that have been exposed to the virus, can lead to infection. Additionally, individuals who may have been infected with COVID-19 may be asymptomatic for a period of time, or may never become symptomatic at all. Because of COVID-19’s highly contagious and sometimes “hidden” nature, it is currently very difficult to control the spread of it or to determine whether, where or how a specific individual may have been exposed to the disease; even though Point Park has put in place new safety rules and precautions in order to attempt to mitigate the spread of COVID-19. Members of the University community should be aware of the inherent risks of exposure at Point Park to those who may be infected with COVID-19, which may include personal injury, illness, permanent disability and/or death.

Given the unpredictable nature of the COVID-19 global pandemic and the evolving government laws, regulations and guidance in response thereto, there exists a possibility that the University will determine that some or all education programs must be delivered via a remote learning environment for all or a portion of any future academic term. Regardless of the modality of instruction, Point Park’s educational programs meet the University’s academic standards and afford students the opportunity to earn the credits necessary to receive their degree. Students should be aware of the tuition charged by the University for the program in which they enroll; and further aware they will not be entitled to a refund or adjustment of any tuition or other costs regardless of whether some or all the education programs are delivered remotely or in person for all or a portion of any academic term.

Email questions to studentaffairs@pointpark.edu.

F. EMPLOYEE RISK ACKNOWLEDGEMENT

Before arriving on campus, employees need to acknowledge the risks associated with COVID-19 by signing a document, the Point Park University Employee Acknowledgement of the Return-to-Campus Requirements and Risks Related to COVID-19. This acknowledgement verifies the employee has read and understands the content of the document, and agrees with the terms in it. The document will be emailed to the employee’s Point Park email address for completion, or can be downloaded below.

Download and sign the acknowledgement.

Contact the Office of Human Resources at 412-392-3952 with questions.

G. VISITOR RISK ACKNOWLEDGEMENT

Before arriving on campus, visitors need to acknowledge the risks associated with COVID-19 by signing a waiver and attestation document. This acknowledgement verifies the visitor has read and understands the content of the document, and agrees with the terms in it. The document can be downloaded below.

Download and sign the acknowledgement.

Email questions to questions@pointpark.edu.
### H. PRIMARY SOURCES OF INFORMATION

<table>
<thead>
<tr>
<th><strong>PointPark.edu/COVID</strong></th>
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<tr>
<td>Visit PointPark.edu/COVID for the latest official information from Point Park University about on-campus learning and operations in consideration of COVID-19.</td>
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<th><strong>Point Park University Email</strong></th>
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<tr>
<td>Students, faculty and staff should check their University email on a regular basis as notifications are sent when necessary about important updates to learning and operations. A reminder that Point Park email is for official communication related to the University.</td>
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<th><strong>PointPark.edu/Safety</strong></th>
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<td>The campus PointALERT system provides emergency notifications critical to safety and wellbeing. Students, faculty and staff should visit PointPark.edu/Safety to sign up for notifications.</td>
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<th><strong><a href="mailto:questions@pointpark.edu">questions@pointpark.edu</a></strong></th>
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<tr>
<td>Email <a href="mailto:questions@pointpark.edu">questions@pointpark.edu</a> with questions or concerns about the University’s on-campus learning and operations described in this guide.</td>
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Preparing the Campus
II. ON CAMPUS FALL 2020

A. CLEANING AND DISINFECTING

Point Park University is taking detailed measures to provide a clean and sanitary environment as students and employees arrive on campus. Some of those measures include:

- All buildings have been disinfected and sanitized. Prior to the start of the fall semester, all areas of every building will be sanitized and disinfected again.
- Elevators have been sanitized and equipped with antimicrobial brass tools to use for pressing buttons.
- Batteries are being checked in all automated hand-sanitizer dispensers.
- Additional wipes and hand sanitizers are being placed in high-touch areas and in high-traffic zones.
- Soap and paper dispensers are being filled more frequently.
- Disposable wipes are in use instead of reusable cloths.
- Behind-the-scenes areas are also being cleaned.

Employee Offices

Faculty and staff are responsible for cleaning their office space, including computer keyboard and mouse, phone, desk and in-department conference room. University housekeeping staff will clean general and high-touch areas.

Review by Independent Contractor

Following completion of Point Park’s cleaning and disinfecting process, an independent contractor will evaluate the efficacy of the process through:

- Observation of the work areas to document they are free of cleaning and disinfection-related rags, solutions and waste disposal bags.
- Visual inspection and white-glove test of the work areas to determine the thoroughness of the cleaning of high-touch areas.
- Post-cleaning verification testing by collecting multiple surface swab samples for field analysis; this analysis utilizes adenosine triphosphate testing technology to give an immediate pass or fail reading.

This process will continue intermittently as part of the University’s enhanced cleaning protocols.
B. FIRST-YEAR STUDENTS

1. Residents

As every year, Point Park staff is hard at work to ensure students have a positive experience living on campus. First-year students have a resident educator – a sophomore, junior or senior student – living on their floor to serve as a guide and resource. Resident educators complete an extensive online and on-ground training curriculum, from crisis response to event planning, to be able to assist residents.

This year, residents can participate in both on-campus and virtual events that are educational and social. One example of a virtual event is a monthly floor meeting; students will be able to ask questions and share concerns while also connecting with their resident educator and fellow residents. Resident educators will continue to help students in a variety of ways, such as submitting maintenance requests, mediating roommate conflicts and connecting to other campus resources as the student needs.

As the front line of safety and security in the residence halls, the Office of Student Life partners with the University Police Department to provide round-the-clock coverage of campus buildings. Students requiring immediate assistance receive the support they need. Any situation requiring attention from a professional is addressed by the appropriate staff member. While some situations may require in-person assistance, this year virtual assistance can be provided when deemed appropriate.

In regard to new students moving into residence halls, extensive plans and details are coming shortly.

2. Resident Student Risk Acknowledgement

For the 2020-21 academic year, before being permitted to move into a residence hall, each student needs to acknowledge the risks associated with COVID-19 by reading the Point Park University Resident Student Acknowledgement document. This acknowledgement verifies the student has read and understands the content of the document, and agrees with the terms in it. Each resident student must download the document at the link below, and read it before the student is permitted to move into a residence hall.

If a resident student tests positive for COVID-19, or needs to self-isolate or be quarantined, the University will work with the student to determine the best plan of action. This can include moving the student to an isolation or quarantine area on campus; moving the student to an off-campus isolation or quarantine area, such as a hotel; and/or asking the student to return home in order to protect the health and safety of the campus community.

Download and read the acknowledgement.

Email questions to studentaffairs@pointpark.edu.
3. **Commuter Students**

The Office of Student Life remains the central hub for students who commute to campus. Through the office, commuter students can learn about city services, such as transportation and parking, available discounts and on-campus resources for academic success. Commuter students have access to free on-campus microwaves and lockers that can be reserved for the academic year. After operating the microwave, each person must use the provided wipes to disinfect the appliance.

visit PointPark.edu/Commuter for more information.

Email studentlife@pointpark.edu with questions or to find out about virtual events.

4. **Pioneer Experience – Student Orientation**

First-Year Students in All Schools | Transfer Students in the Conservatory of Performing Arts

This year, Pioneer Experience, the University’s orientation program, is being held on campus for first-year students in Point Park’s five schools, and for transfer students in the Conservatory of Performing Arts only.

Orientation takes place the week before classes begin to acclimate students to life at Point Park and the dynamic campus in Downtown Pittsburgh. Prior to orientation, students receive an email from the Office of Student Engagement to complete a series of modules in their Schoology account. These modules contain information important for students to know before arriving on campus.

During orientation, upper-level student leaders, called Pioneer Ambassadors, work with small groups of students. The leaders guide the students through orientation and answer any questions. Throughout the week, students benefit from a variety of activities:

- Begin setting academic goals.
- Receive information on campus resources.
- Learn how to get involved on campus.
- Hear from a keynote speaker.
- Engage in diversity, inclusion and equity training.

- Find out about alcohol and substance use and abuse.
- Learn about sexual misconduct and its consequences.
- Participate in community service.
- Enjoy entertainment.

Families of residential and commuting students have the opportunity to participate in select sessions during the University’s designated move-in days. The sessions provide information about campus departments, academic advising, services and academic programs.

Transfer Students in the Rowland School of Business, School of Arts and Sciences, School of Communication and School of Education

This year, Pioneer Day, the University’s orientation program for transfer students, is being held virtually for students in the above schools. Please visit PointPark.edu/PioneerExperience for details.

Email orientation@pointpark.edu with questions about the on-campus or virtual programs.
5. **Pioneer Experience – Closing Program**

Pioneer Experience will culminate on Aug. 30 with an informal and lively discussion with Point Park University President Paul Hennigan about transitioning to college life. Students will be welcomed at a designated time in the University’s award-winning Pittsburgh Playhouse to participate in this memorable event as a new member of the Point Park community.

6. **Start of Classes**

Point Park is planning for another exciting academic year, full of new experiences inside and outside the classroom. This fall, the University’s academic calendar is not changing, and students will be welcomed to campus in August. As evidenced in this guide, Point Park is following the health and safety protocols of the Centers for Disease Control and Prevention as well as the Pennsylvania Department of Health. The fall semester begins as of Aug. 29 and continues through Dec. 14 followed by final exams. Following Thanksgiving break, all classes and exams continue remotely.

See page 25 for details on academics.

C. **RETURNING STUDENTS**

1. **Residents**

As every year, University staff is ready to provide high-quality service for returning residential students this fall. Students can expect the same level of support they have enjoyed in previous years, executed with new guidelines to ensure their health and safety on campus and within the residence halls.

The trained resident educators address conflicts, promote social civility and provide opportunities for involvement. They engage in frequent communication throughout the year with residents through floor meetings, newsletters, emails, bulletin boards and virtual updates. In-person educational and social programming will continue this fall, adhering to social distancing.

Professional staff is also available through appointment and virtual meetings to assist residents with any needs during the academic year. In regard to returning students moving into residence halls, extensive plans and details are coming shortly.

2. **Resident Student Risk Acknowledgement**

For the 2020-21 academic year, before being permitted to move into a residence hall, each student needs to acknowledge the risks associated with COVID-19 by reading the Point Park University Resident Student Acknowledgement document. This acknowledgement verifies the student has read and understands the content of the document, and agrees with the terms in it. Each resident student must download the document at the link below, and read it before the student is permitted to move into a residence hall.
If a resident student tests positive for COVID-19, or needs to self-isolate or be quarantined, the University will work with the student to determine the best plan of action. This can include moving the student to an isolation or quarantine area on campus; moving the student to an off-campus isolation or quarantine area, such as a hotel; and/or asking the student to return home in order to protect the health and safety of the campus community.

Download and read the acknowledgement.

Email questions to studentaffairs@pointpark.edu.

3. Commuter Students

The Office of Student Life remains the central hub for returning students who commute to campus. Should commuter students need additional services off campus or resources on campus for academic success, the office can assist. Commuter students continue to have access to free on-campus microwaves and lockers that can be reserved for the academic year. After operating the microwave, each person must use the provided wipes to disinfect the appliance.

Visit PointPark.edu/Commuter for more information.

Email studentlife@pointpark.edu with questions or to find out about virtual events.

D. EMPLOYEES – ADMINISTRATORS, FACULTY, STAFF AND STUDENT WORKERS

University employees most vulnerable to serious illness should contact Point Park’s Office of Human Resources to discuss specific needs and accommodations. Discussions can include individual workplaces, work assignments and potential adjustments or accommodations to reduce the risk of COVID-19 exposure. Examples of adjustments include:

- Remote work for off-campus or nonstudent-facing positions.
- Alternative work schedules.
- Additional personal protective equipment.
- Additional physical barriers in the workstation, office or classroom.

The University also recognizes that these adjustments may not fit everyone’s needs. Human resources staff can work with individuals to obtain medical information and engage in the full interactive process under the Americans with Disabilities Act; this can help in identifying additional accommodations, which may include a period of leave from work or job reassignment.

Faculty assigned to teach in on-ground programs this fall should plan to teach in person and contact the Office of Human Resources as indicated if accommodations are needed. Faculty assigned to teach online should teach remotely and contact the department chair with any questions.
To reduce the density of people on campus, employees assigned to work remotely should continue to do so until further notice by their supervisor. Department managers determine on-campus responsibilities in conjunction with the Office of Human Resources.

Contact the Office of Human Resources at 412-392-3952 with questions.
Taking Safety Precautions
III. HEALTH AND SAFETY

As stated elsewhere in this guide, Point Park University is following the health and safety protocols of the Centers for Disease Control and Prevention and the Pennsylvania Department of Health. In addition to the health and public safety professionals on staff (see below for more information), the University has enlisted Workpartners, within the UPMC health care system, for guidance and support.

A. STUDENT HEALTH CENTER

Open Monday through Friday, 9 a.m. to 4 p.m.

1. General Services

Point Park’s Student Health Center is dedicated to helping students get well and stay well. The center is managed by a registered nurse with clinical experience and supported by dedicated staff. All students may get help at the center with a variety of services, such as:

• First aid.
• Illness and injury assessment.
• Health screenings.
• Physician appointments.
• Community health referrals.
• Wellness education.

The center also collaborates with local facilities to meet the health care needs of students. The University has an established coordination-of-care partnership with UPMC physicians at their downtown location. The facility is in walking distance of campus; appointments are available throughout the week, reserved specifically for Point Park students. UPMC will also be on campus as needed.

2. COVID-19 Services for Students and Employees

Any student or employee feeling ill on campus should phone the Student Health Center at 412-392-3800. Based on symptoms, an illness assessment will be made and next steps determined. If symptoms of COVID-19 are suspected, the student or employee may be advised to download the UPMC AnywhereCare App, MyHealth@Work practice, for treatment.

Throughout the treatment process, the health center provides assistance:

• For any COVID-19 test ordered through the app, the center’s nurse receives the result and notifies the individual.
• For a positive test, the nurse advises the University’s designated administrator of the result in order for contact tracing to begin. Any student or employee who tests positive but did not use the app to obtain the test must inform the health center about the result.

• For a high-risk individual with a positive test, the nurse can refer the patient to a primary care physician for more immediate care.

• The nurse also follows up with someone having symptoms to instruct how best to monitor the symptoms and take action if symptoms worsen.

• Based on CDC guidelines and Point Park protocols, the center’s staff supplies quarantine and return-to-campus information to the affected student or employee.

3. After-Hours Care

• For emergency care when the health center is closed, students should phone University police at 412-392-3960.

• For nonemergency care when the health center is closed, students should phone a local urgent care center. Urgent care contact information can be found at PointPark.edu/Health.

4. Confidentiality

The health center staff is bound by the medical ethics of confidentiality. Information provided by the student or employee cannot be released to a third party, including parents, without written authorization from the student or employee unless legally required or permitted.

Point Park University is permitted to receive information regarding the condition of the student or employee related to COVID-19. Staff conducting contact tracing will not share personal details about the patient with anyone spoken with during the investigations.

Visit PointPark.edu/Health for more information.

Contact the Student Health Center at 412-392-3800 if feeling ill on campus.

B. POINT PARK POLICE DEPARTMENT

As all University offices, the Point Park Police Department is committed to abiding by the latest health and safety protocols to protect everyone on campus, and ensuring the high standard of service can continue to be delivered by the department.

University police officers will continue to provide all members of the Point Park community with a safe and secure environment to learn, live and work. The department has sworn police officers as well as dispatchers. Officers respond to criminal, security, fire and medical emergencies, and are on duty round-the-clock.
Officers patrol University-owned buildings by foot, bicycle and vehicle. When requested, they provide escorts to nearby parking garages or any destination on campus.

- Visit PointPark.edu/Safety for more information.
- Contact the police at 412-392-3960 to report an emergency on campus.

C. PUBLIC HEALTH PROTOCOLS

Note: Text below is based on information provided to Point Park University by Workpartners, within the UPMC health care system; it is subject to change based on evolving guidelines from the Centers for Disease Control and Prevention and the Pennsylvania Department of Health.

COVID-19 is mostly spread by respiratory droplets released when people talk, cough or sneeze. Transmission of illness may occur up to 48 hours before symptoms are present. It is thought the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices, such as hand-washing and staying home when sick, and environmental prevention practices, such as cleaning and disinfecting, are important.

Washing Hands
Wash hands with soap and water for at least 20 seconds. If soap and water are not available, hand sanitizer that contains at least 60% alcohol can be used.

Covering Coughs and Sneezes
Cover coughs and sneezes with a tissue or the inside of your elbow. Used tissues should be thrown in the trash and hands washed immediately.

Covering Face
Wear cloth face covering; this is most essential when physical distancing is difficult. Refrain from touching the face covering while it is on. Face covering should not be placed on anyone younger than 2 years old or anyone who has trouble breathing or is unable to remove the covering.

Practicing Social Distancing
Refrain from large group settings, such as shopping centers, movie theaters, stadiums; and maintain distance of at least 6 feet from others.

Taking Temperature
Take your temperature twice a day; if the reading is above 100.4 degrees, stay home and phone the Student Health Center at 412-392-3800.

Staying Healthy and Fit
Concentrate on personal health, fitness and nutrition, as they help to improve the body’s immune system.

- Visit cdc.gov/coronavirus for more information.
D. MEDICAL PROTOCOLS

Note: Text below is based on information provided to Point Park University by Workpartners, within the UPMC health care system; it is subject to change based on evolving guidelines from the Centers for Disease Control and Prevention and the Pennsylvania Department of Health.

COVID-19 Symptoms
- Fever, cough and shortness of breath are frequent symptoms.
- Sore throat and runny nose are less frequent symptoms.
- Fatigue, loss of appetite, body aches or headache may be present.
- Loss of smell or taste has been reported in a limited number of patients.
- Nausea and diarrhea have been reported in a minority of patients. (It is not currently recommended to test patients with only gastrointestinal symptoms).

Anyone with possible symptoms of COVID-19 must stay home and self-isolate until evaluated by a health care provider.

When to Phone the Student Health Center
- If you feel ill on campus.
- If you are diagnosed with COVID-19.
- If you had exposure to a COVID-19 infected individual or someone with suspected symptoms who is being tested.
- If you are notified by a local or state health department or the CDC to self-isolate.
- If you have traveled from an area with a stay-at-home order imposed by the local, state or federal government in the previous 14 days.
- If you have traveled from a destination outside the United States.

The Student Health Center needs to be alerted in all of the above situations; if the student or employee is off campus, the health center needs to be alerted before the individual can be permitted back on campus.
### OTHER SCENARIOS

<table>
<thead>
<tr>
<th>SITUATION</th>
<th>NEXT STEP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student or employee had contact with someone (person “A”) who was asymptomatic, but person “A” had contact with someone (person “B”) who tested positive for COVID-19.</td>
<td>Student or employee should self-monitor. This means taking temperature twice a day and remaining alert for COVID-19 symptoms. Anyone self-monitoring should contact the Student Health Center if fever (temperature above 100 degrees) or symptoms develop.</td>
</tr>
<tr>
<td>Student or employee was exposed to someone within 48 hours before the person became symptomatic and later tested positive for COVID-19.</td>
<td>Student or employee must phone the Student Health Center, stay home and practice social distancing for 14 days.</td>
</tr>
<tr>
<td>Student or employee has someone living in the same household who has tested positive for COVID-19.</td>
<td>Student or employee must phone the Student Health Center, stay home and practice social distancing for 14 days; the 14 days start from the date of the last exposure (the day the COVID-19 patient was released from isolation).</td>
</tr>
</tbody>
</table>
Continuing Studies or Work
The health and well-being of students and employees are of utmost importance at Point Park University. Anyone testing positive for COVID-19 must stay home. The advice of medical professionals will be the determining factor as to when a student can continue with on-campus studies or an employee with work if diagnosed with COVID-19 or in self-isolation. The University will work with individuals on a case-by-case basis to determine a plan in the best interest of the student, employee and Point Park community.

Visit PointPark.edu/COVID for more information.

E. FOOD SERVICE
CulinArt Group is the University’s food service provider, and responsible for the staff, services and spaces offering food options to the Point Park community. With the onset of COVID-19, the company has been planning ahead and making changes in their operations for the safety of guests in the University’s dining facilities this fall. The team of food service members has also been extensively trained. Some of the changes implemented include:

• The Lawrence Hall Dining Room, Point Café and Point Perk Coffeehouse have been deep cleaned and sanitized.
• The spaces have been carefully designed so social distancing can be practiced.
• Most of the venues will include individually wrapped food items in place of self-serve buffets; baked goods at Point Perk Coffeehouse will also be individually wrapped.

Patrons will still be able to get a variety of hot food from the grill area, including made-to-order sandwiches and the popular fresh-cut french fries. Grab ‘n Go selections will also still be offered throughout all locations.
Learning Successfully
IV. ACADEMICS

A. FALL SEMESTER SCHEDULE

This fall, Point Park University’s academic calendar is not changing, but adjustments have been made to the format:

- The fall semester begins as of Aug. 29, continues through Dec. 14, followed by final exams.
- Following Thanksgiving break, all classes and exams continue remotely. This is meant to decrease the possibility of a resurgence of COVID-19. Faculty are preparing classes to ensure all work requiring campus facilities and in-person instruction can be completed prior to Thanksgiving break or independently thereafter. The sessions after Thanksgiving are being designed by faculty to maintain the high level of instruction and learning experienced throughout the semester.
- Final exams also are to be given remotely.

After Thanksgiving, although classes are completed remotely, the University stays open:

- Housing remains available for students who need it during Thanksgiving break and after. The usual move-out deadline for winter break applies – noon, Sunday, Dec. 20. Students who leave housing after the Thanksgiving break are eligible for a prorated refund.
- Computer labs, media services and all Point Park offices and services for students, faculty and staff continue operating.
- Athletics completes its regular schedule. The University follows the guidance of the NAIA and River States Conference to compete in the safest environment for student-athletes, coaches and fans (see page 33 for athletics details).

B. SPRING SEMESTER SCHEDULE

Point Park anticipates all on-campus spring semester classes to begin as scheduled Jan. 9, 2021, and continue to the last day of final exams April 30.

Visit PointPark.edu/AcadCalendar for more information.
C. ON-CAMPUS LEARNING

As every semester, this fall, students will enjoy mentoring and working relationships with faculty; however, in-person classes are subject to the health and safety protocols in place throughout the University. For example:

• To decrease the number of people in academic areas, some class times are being adjusted; some areas of Point Park not often used for classes, such as the JVH Auditorium in Thayer Hall, are being put to use.

• To enable social distancing, fewer people can be in learning places; many classes are to use technology to accommodate this.

• Effective July 1, 2020, as required by the state of Pennsylvania, everyone must wear a face mask.

• Faculty can make accommodations for students who are sick or self-isolating due to symptoms of illness (see page 21 for symptoms). The ability to livestream classes allows students with symptoms to remain in their room but still attend class if they are well enough.

• Group projects and other forms of experiential learning can continue but require social distancing and wearing a face mask. Learning groups should rely on virtual meeting platforms, such as Microsoft Teams and Zoom.

D. TRANSITION TO REMOTE LEARNING IF NEEDED

To plan for all scenarios, faculty are to create online, remote-learning versions of their classes in the case of a public health mandate to end in-person instruction. This provides faculty adequate time to ensure that the transition to remote learning, if necessary, occurs smoothly. The University fully expects to hold in-person classes the entire academic year (except as mentioned on the previous page), but must be ready should the situation arise. Faculty are taking advantage of opportunities to enhance the online versions of their courses, so students receive the high-quality education they deserve.

E. GRADING POLICY

This fall, the standard grading policy described in the student handbook applies. The Pass/No Credit option was adjusted for special circumstances in the spring 2020 semester only, and no longer can be used. The Pass/No Credit option is now only available as indicated in the handbook. Each student has access to an electronic version of the updated handbook each academic year.

Visit PointPark.edu/Handbook for more information.
F. CONSERVATORY OF PERFORMING ARTS

Training in the Conservatory of Performing Arts requires a careful balance of theoretical study, skill enhancement, creative development and practical application. The University’s studios, shops, soundstage, computer labs and performance venues are designed and built to provide the finest hands-on artistic and educational experiences. Using these facilities and classrooms this fall requires a multipronged approach to ensure the safest possible learning environment without sacrificing the vital conservatory experience students need and deserve.

The conservatory’s priorities are a safe educational and production environment; a student-centered teaching and learning experience; artistic excellence; and social justice. Dedicated to those priorities, the conservatory is working on these actions:

Safety

- Follow health and safety protocols as also indicated in this guide.
- Employ best practices informed by industry organizations and experts in cinema, dance and theater.
- Ensure faculty, staff and guest artists receive up-to-date COVID-19 training in required processes and protocols.
- Use personal protective equipment, such as face masks, etc., and social distancing for the healthiest possible environment for students, faculty, staff and guest artists.
- Modify filmmaking, staging and performance practices to conform with current safe practices.
- Apply digital communication and remote learning whenever possible and appropriate.
- Be certain shared equipment is cleaned and sanitized between uses and sanitation stations are provided in all facilities.
- Reduce the number of people in classrooms, computer labs, rehearsal halls and performance environments through hybrid and blended teaching.
- Utilize appropriate technology to allow greater disbursement of performances and artistic content.
- Educate students regarding healthy production and rehearsal protocols, and proper use of all equipment.
- Keep researching to be prepared to adjust processes and protocols based on public health mandates.

Education and Artistry

- Continue the essential 1-to-1 teaching and training philosophy across all instructional modes.
- Produce and present films, digital media, plays, musicals and dance events that meet or exceed professional standards.
- Ensure students are career-ready as they enter the new and evolving creative economy.
Equity, Diversity, Inclusion and Social Justice

- Renew the commitment to diversity in all its various forms.
- Advance diversity in programming and on all creative teams.
- Hire diverse faculty and guest artists who bring new ideas and perspectives to programs and students.
- Employ casting and production policies that result in equity, inclusion and opportunity for all conservatory students.
- Keep diversifying curriculum.

The cinema arts, dance and theatre departments are crafting discipline-specific requirements and recommendations to further support and protect students and faculty. This information will be widely available and posted on the website.

Visit PointPark.edu/COPA for more information.

G. PITTSBURGH PLAYHOUSE

The team at the Pittsburgh Playhouse, the University’s award-winning arts and entertainment center, is working diligently to prepare the facility for fall, as the health and safety of students, faculty, staff, visiting artists and patrons is a top priority. In addition to following protocols indicated in this guide, the Pittsburgh Playhouse is getting guidance from the Performing Arts Center Consortium and the Event Safety Alliance. The Pittsburgh Playhouse’s downtown location also makes it possible to share and coordinate best practices with other Pittsburgh area theaters. These are some of the measures being taken:

- Reduce audience size to accommodate social distancing, and adhere to guidelines for use of personal protective equipment.
- Make certain all spaces are adequately ventilated, including restrooms and backstage areas.
- Create a low-touch infrastructure with an emphasis on technology to reduce physical touching of tickets, programs, concessions and other surfaces.
- Install physical barriers to reduce droplet and airborne transmission at the box office and in rehearsal studios.
- Encourage frequent hand-washing and hand sanitization.
- Modify production practices to conform with current safe practices.
- Control access and traffic patterns to adjust audience flow to support social distancing.

Visit PittsburghPlayhouse.com for more information.
Thriving on Campus
V. STUDENT SUPPORT AND SUCCESS

A. CENTER FOR STUDENT SUCCESS

The Center for Student Success provides comprehensive academic support resources for students, including:

- Undergraduate advising.
- Tutoring.
- Disability services.
- Student intervention.

The staff works closely with students to assist in a variety of ways:

- Help with course registration.
- Track degree progress.
- Navigate academic processes.
- Find a manageable school-life-work balance.
- Develop academically, personally and professionally.

The center also has a comprehensive support system to address students’ needs related to online learning. The staff can use virtual technologies to meet with students when in-person sessions are not possible.

Academic Coaching, Disability, Tutoring and Writing Services

Students may receive specialized services through the center to facilitate student success:

- Academic coaching aids students in developing skills such as time management, organization and accountability.
- Disability services help students obtain accommodations to support their unique learning needs, whether classes meet in person or online.
- Tutoring services offer support in academic subjects.
- Writing services are available to students by a professional staff at any stage of the writing process.

FinishLine System

Through FinishLine, an academic early alert system, the center’s staff works with staff and faculty across the University to help students stay on track. FinishLine enables staff to learn valuable information about what students need, and allows staff to quickly connect students to resources. The goal is to continually improve programs and processes to result in success for all students.

Visit PointPark.edu/Success for more information.

Contact the center at 412-392-8153 for assistance.
B. UNIVERSITY COUNSELING CENTER

The University Counseling Center is committed to support the well-being and resilience of students and the Point Park community. Staff strive to promote students’ capacity for psychological growth and maturation through greater self-awareness and psychological insight.

This fall, students may receive support from the center in-person, practicing social distancing, or remotely. Remote options include video or phone. Free and confidential services are offered to all enrolled students:

- Consultation.
- Individual psychotherapy.
- Group meetings.
- Crisis support.
- Referrals.

The center also provides consultation and education for students, faculty, staff and family members to address concerns regarding the well-being of a student, and can answer questions about services or psychological treatment.

Visit PointPark.edu/Counseling for more information.

Contact the center at 412-392-3977 or counseling@pointpark.edu.

C. PROFESSIONAL CAREER-READINESS CENTER

The University’s Professional Career-Readiness Center continues to play an integral role in helping students graduate career-ready. The center helps each student prepare for a career through professional development and experiential learning.

Students work with the center’s staff, from the first year through graduation, to obtain the skills and resources necessary to make professional connections and land internships and jobs before graduating. Students may obtain services in person, practicing social distancing, or remotely:

- Explore career options.
- Develop professional self-marketing materials, such as a resume, cover letter and portfolio.
- Practice and improve career competencies identified and desired by employers.
- Successfully search and apply for employment opportunities, including a cooperative education job. Point Park’s cooperative education program gives eligible students the chance to work in paid, full-time positions related to their majors, and earn college credits.
- Prepare for job interviews and participate in mock interviews.
- Connect with industry professionals through workshops, seminars and networking receptions.
- Interact with employers at recruitment events.

Visit PointPark.edu/CareerReadinessCenter for more information.
Building Pioneer Spirit
VI. STUDENT AFFAIRS OFFICE

The Office of Student Affairs is dedicated to meeting cocurricular and nonacademic needs of students through various services. In particular, any student considered part of a high-risk health group who needs special accommodations, or any student with disabilities and concerns on accessibility, should contact: Molly McClelland, director, Center for Student Success, 412-392-3993 or mmcclelland@pointpark.edu.

A. ATHLETIC DEPARTMENT – THE PIONEERS

The health and safety of everyone, including student-athletes, coaches, athletic staff and fans, guides preparations for fall sports at Point Park University. The athletic department is working with the National Association of Intercollegiate Athletics and the Council of Presidents committee to follow best practices:

• Provide student-athletes with ongoing health and wellness education.
• Consistently screen and monitor everyone in the department.
• Maintain clean athletic settings, including for all games, practices and training sessions; some campus areas are to be restricted to athletic use only.

The department also has the benefit of services from UPMC Sports Medicine, which extends directly to Point Park’s athletic trainers. The athletic department will continue to take direction from the sports medicine experts for the University’s student-athletes and their specific sports this fall.

Visit PointParkSports.com for more information.

B. STUDENT LIFE OFFICE

The Office of Student Life consists of several areas that focus attention on the day-to-day life of University students – commuters, residents, first-year students, transfer students, returning students, full-time students and part-time students. Staff work to help students grow as individuals and have positive experiences during their time at Point Park. Some of the services have been highlighted in this guide, but the office also offers others, for example, through alcohol and drug education, cocurricular events, student activities and organizations, and the student center. All the services will continue this fall with adjustments made, as mentioned in this guide, for safety, such as practicing social distancing, gathering in smaller groups and using technology.

Residence Life

It is understandable that moving onto campus as a new or returning resident student comes with excitement and anxiety. The University’s professional and student staff provides support for students in the residence halls, tailored to their year in college. In addition to giving individual support, staff works to foster community among all students in the residence halls for an inclusive, collaborative environment. The same level of care and assistance will be evidenced this fall with adjustments made for safety.

Visit PointPark.edu/StudentLife for more information.
Point Park University provides innovative undergraduate and graduate education in a dynamic urban setting. Dedicated to academic excellence and community engagement, we prepare students of diverse backgrounds with the knowledge, skill and experience to lead meaningful lives as informed citizens and successful professionals.

Nondiscrimination, Equal Opportunity and Diversity Initiatives:
This policy affirms Point Park University’s commitment to nondiscrimination, equal opportunity and the pursuit of diversity. Point Park University does not discriminate on the basis of: sex, race, ethnicity, religion, color, national origin, age (40 years and over), ancestry, individuals with disabilities, veteran status, sexual orientation, gender, gender identity, height, weight, genetic information, marital status, caregiver status or familial status, in the administration of any of its educational programs, activities or with respect to employment or admission to the University’s educational programs and activities.

This policy is in accord with local, state and federal laws, including Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Age Discrimination Act of 1975 and the Pittsburgh Human Relations Act. Inquiries regarding these regulations and policies, or complaints of discrimination, should be referred to the vice president of human resources, phone number 412-392-3952.
Inquiries regarding Title IX and the Title IX regulations should also be referred to the Title IX coordinator or to the deputy Title IX coordinators: the associate provost, the vice president of human resources or the vice president of student affairs. The Title IX coordinator, Vanessa Love, may be reached at vlove@pointpark.edu, 412-392-3980 or 201 Wood Street, Student Center, Room 703, Pittsburgh, PA 15222.