



THE OHIO STATE UNIVERSITY

Safe and Healthy Campus Expectations and Accountability Measures July 24, 2020

Overview

Purpose: To help promote a safe and healthy campus community, this document outlines the expectation that Ohio State students, faculty and staff follow the Safe Campus Requirements outlined on the Safe and Healthy Buckeyes website, as well as complete online training in BuckeyeLearn and the Together as Buckeyes Pledge.

Safe campus requirements include but are not limited to: wearing masks, hand hygiene, physical distancing, health symptom monitoring, participating in contact tracing, quarantine and isolation, and additional safety expectations detailed at safeandhealthy.osu.edu. This document also outlines how the institution will hold students, faculty and staff accountable to these expectations, to help keep our community safe during this pandemic.

Guiding Principles: It is essential that students, faculty and staff understand the Safe Campus requirements. Training and education are the essential first step to ensuring these requirements are followed. Accountability measures will be in place for those who refuse to complete the training or choose not to abide by community expectations. Accountability measures may range from additional training, to informal coaching, to formal disciplinary action up to and including suspension/dismissal and/or termination of employment. Formal action will depend on the seriousness of the violation and will generally be pursued when it is clear there is intent, a pattern and/or neglect associated with the violation.

Together as Buckeyes Pledge

All Ohio State students, faculty and staff are required to complete the Together as Buckeyes Pledge to help promote a safer and healthier campus community. Those who decide not to sign the Pledge will be addressed as follows:

- **Students:** Students who decide not to sign the pledge will be alerted by Student Conduct using an automated/email process that they have five (5) days to sign the pledge. If they do not sign the pledge within five (5) days, they will only be permitted to take courses virtually, may not schedule a move-in time (if intending to live on-campus), may not physically enter any campus or university facility, and may not physically participate in any university activity on or off campus.

- **Faculty or Staff:** Faculty or staff members who decide not to sign the pledge will be reminded by their dean or manager, who will document the decision. Faculty or staff will still be held accountable for complying with all health and safety requirements in the pledge. Decisions regarding remote work are made based on operational needs; a staff or faculty member's failure to complete this training requirement will not enable them to work remotely in the absence of a defined operational need.

Safe and Healthy Return to Campus Online Training

All Ohio State students, faculty and staff are required to complete the Safe and Healthy Return to Campus online training and Together as Buckeyes Pledge to help promote a healthy campus community. Those who fail to complete the training, after a reminder, will be managed as follows:

- **Students:** Students who fail to complete the training will be contacted by Student Conduct and advised they must complete the training within five (5) days or will only be permitted to take courses virtually, and may not physically participate in any university activity on or off campus.
- **Faculty:** Faculty who fail to complete the training will be provided an informal resolution opportunity through a meeting with their department chair or dean. Continued refusal after this meeting will be addressed through the university process under Rule 3335-5-04. Decisions regarding remote work will be made based on operational needs; a faculty member's failure to complete this training requirement will not enable them to work remotely in the absence of a defined operational need.
- **Staff:** Staff who fail to complete the training will face corrective action in accordance with [university policy](#) and procedures based on the staff member's classification (unclassified, classified civil service). Corrective action for staff members in a bargaining unit will be in accordance with the respective collective bargaining agreement. Staff members issued corrective action will still be expected to continue to work while following all safe and healthy requirements. Formal corrective action decisions will be made in consultation with unit/college HR Consultant/HR Business Partner and Employee and Labor Relations. Decisions regarding remote work will be made based on operational need; a staff member's failure to complete this training requirement will not enable them to work remotely in the absence of a defined operational need.

Ongoing Behavioral Expectations Under the Safe Campus Requirements

All Ohio State students, faculty and staff are expected to meet the behavioral and safety expectations under the Safe Campus Requirements when they physically participate in any university activity, on or off campus. All students, faculty and staff also will be required to perform a daily health check to report body temperature each day they intend to be physically on an Ohio State campus. Failure to adhere to these requirements will be addressed through standard enforcement mechanisms, and an approach built on escalation, whereby adherence will be reinforced through education, choice and peer support before escalating to disciplinary action whenever possible. Where violations are serious and/or ongoing, however, they will be addressed as follows:

- **Students:** A student and/or student organization will be referred for disciplinary action where the student and/or student organization's behavior endangers the health or safety of campus community members, on or off campus, and/or fails to comply with the directives outlined in the Safe Campus Requirements.
 - During an incident in which a student is not adhering, the student should first be asked to comply (e.g., to wear a mask). If this does not resolve the situation, the student should be reminded about safe and healthy requirements. If the student continues to refuse, the student should be told to leave the location and not to return until they are prepared to follow the requirements.
 - For all situations, except those students who quickly comply when reminded, the incident should be reported to the Office of Student Life Student Conduct for potential disciplinary action and to assist with appropriate tracking. Even if the student's name is unknown, a report to Student Conduct should be made to assist the university in evaluating adherence efforts; however, it should be acknowledged that Student Conduct will be unable to take disciplinary action without identifying information.
- **Faculty:** Faculty will be provided an informal resolution opportunity through a meeting with their department chair. Continued refusal after this meeting will be addressed through the university process under Rule 3335-5-04.
- **Staff:** Formal corrective action will be pursued when there exists clear intent, pattern or neglect on the part of the staff member to comply with the Safe Campus Requirements. For example, if a staff member refuses to wear a face mask when required, they cannot continue working and should be sent home and required to take leave. Further refusal without an approved accommodation may be determined to be insubordinate behavior and result in formal corrective action. Formal corrective action decisions should be made in consultation with the unit/college HR Consultant/HR Business Partner and Employee and Labor Relations.