

Longwood community,

As we continue preparations for the fall semester, this will be the first in a series of regular emails from me to the campus community providing updates on our reopening plan. I will be sharing news and information about policy and procedural changes that will be in effect, and answering some common questions that are emerging, starting with international students and face coverings.

International students

We were happy and relieved by the news this week that the proposed Department of Homeland Security directive regarding international students has been withdrawn. While it did not appear to affect Longwood as directly as many other institutions, our international student community is relatively small but deeply valued, and will continue to have our full support. The Center for Global Engagement continues to monitor the situation and work to help our students navigate a range of complicated travel and other issues related to returning to campus for the fall.

Face coverings

We continue to monitor evolving state and federal guidance, and have made some modifications to the Face Coverings portion of the Temporary Covid-19 Workplace Policy shared with campus last month. The update is summarized here:

This fall on campus, members of the Longwood community will be asked to wear face coverings whenever six feet of distance cannot be consistently maintained, consistent with state guidance.

In addition to this general requirement, the following also apply:

- Face coverings are required during classes and in academic buildings when moving between classes. This applies to students and employees, regardless of the 6-foot rule.
- Public-facing offices may require that face coverings be worn at all times, regardless of other distancing measures in place. If you are a supervisor of a public-facing office/department, please work with your VP to request appropriate signage be posted.
- Employees may require face coverings in their personal office space. Russ Carmichael, director of financial planning and real estate, is overseeing Longwood's comprehensive signage plan for the fall. If you are an employee who would like to request a face covering sign for your personal office space, please fill out the request form found at solomon.longwood.edu/marketing/covid-19-signs/

While Longwood has a number of face shields and other face coverings available to employees and students, all members of the campus community should make sure they have a face covering accessible at all times while on campus.

It is important that all of us hold ourselves, friends, co-workers, and employees accountable for

protecting the Longwood community by wearing face coverings. If we all take personal responsibility and commit to wearing face coverings and encouraging their use, we can together make this semester a successful one for all Lancers. This message was underscored in [an email from Dean of Students Jen Fraley and VP for Student Affairs Dr. Tim Pierson](#) to students this week.

If you have any questions, please get in touch with me, and I'll be happy to either answer them or point you in the right direction!

Matt

Matthew McWilliams
AVP, Communications
Longwood University
434-395-2026 (o)
434-808-2350 (c)

Covid-19 Signs

The Covid-19 Task Force will be placing signs across campus related to new policies, procedures, and best health practices for our community during the fall semester. Some employees and offices require additional signs, and these are being made available widely. To order one of the pre-made signs or request custom text, please fill out the form below.

**If you are the supervisor of an office/department and wish to require face coverings in your area, you must have approval from your Vice President.*



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Please enter your details

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Your Email Address *

Each sign below is printed at 8.5"x11" and is available in portrait (vertical) or landscape (horizontal). Please indicate quantity for each message and orientation. If you require a custom message, scroll down to the bottom of the form.

A. "Authorized Personnel Only"

A. Portrait Qty:

A. Landscape Qty

Contact

University Marketing & Communications
 Lancaster Hall, Room 212-A2
 201 High Street
 Farmville, VA 23909
 (434) 395-2020
 Fax: (434) 395-2825
pr@longwood.edu

B. "Entrance Only"

B. Portrait Qty:

B. Landscape Qty:

C. "Exit Only"

C. Portrait Qty:

C. Landscape Qty:

D. "Please Do Not Use This Chair"

D. Portrait Qty:

D. Landscape Qty:

E. "Please Use Other Door"

E. Portrait Qty:

E. Landscape Qty:

F. "Don't Forget to Wash Your Hands"

F. Portrait Qty:

F. Landscape Qty:

G. "Please Wear A Face Covering"

G. Portrait Qty:

G. Landscape Qty:

H. "Face Coverings Required Inside Classroom"

H. Portrait Qty:

H. Landscape Qty:

I. "Face Coverings Required in This Office"

I. Portrait Qty:

I. Landscape Qty:

J. "Please Stay 6 Feet Apart"

J. Portrait Qty:

J. Landscape Qty:

K. "Please Stand Here"

K. Portrait Qty:

K. Landscape Qty:

L. "Thank You For Practicing Social Distancing"

L. Portrait Qty:

L. Landscape Qty:

Your Custom Message

Type Custom Message in field below

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201 High Street
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(434) 395-2000

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[LAST UPDATED: 7/17/2020](#)

From: [Pierson, Tim](#)
To: [All Faculty, Staff & Contract Employees](#)
Subject: FYI: Student Expectations for Fall
Date: Wednesday, July 15, 2020 11:51:39 AM

Faculty and staff,

I'd like to share with you an email that Dean of Students Jen Fraley and I sent to the student body this morning, laying out expectations about their personal responsibility this fall. We've spoken with a number of student leaders, including SGA President Brandon Bowen, who are committed to these principles for campus life.

Tim

Dear Lancers,

We write today with an important message about expectations, and our shared responsibility during this unusual year ahead.

First, we know there are lots of questions about what campus life will look like and how classes will work. Our [Fall 2020 Covid-19 web page](#) has been recently updated with new information, including our updated [What Will Fall Look Like overview](#). You can find information there about topics such as classes, social distancing, face coverings, dining, testing, health care resources and more. Further detailed information will be coming to you in the weeks ahead, including an updated Student Handbook.

We are excited to have you back, and we've heard how excited you are to be back. We've been planning and preparing in great detail to return to in-person learning. Making this year work will depend on each member of our community owning their responsibilities to help mitigate the spread of Covid-19. Success for the school year will be up to all of us.

Today we're sharing some essential principles that the Longwood community is asking of you, and all of our community members:

- **Monitor your own health, and do your part to protect others.** Follow the steps and guidelines Longwood is taking across campus to encourage social distancing. If you have symptoms, or are sick (with Covid-19 or otherwise), seek medical attention and don't go to class. There are people in our community who may have higher risks than you. Commit to habits - from hand washing to face coverings to social distancing, that will help keep you well and ensure you're not the one to pass on the virus.
- **Wear a face covering.** Face coverings will be required this fall during all classes, in between classes, and at all times in many parts of campus. They should be worn anytime on campus when you cannot maintain six feet of distance. Get used to wearing a face covering, always have one with you, and make wearing one your default.
- **Own your academic responsibilities.** This is always an important part of your education. If you need to miss class because you are sick or are required to isolate, communicate with your faculty. Be assured, faculty will be there to support you with the resources for you to keep up with, or make up classwork.
- **Citizenship.** The Farmville community wants Longwood to be vibrant again. Around the country, there have been stories about Covid-19 spreading among college-age students ignoring health guidelines at crowded parties and events. People are wondering whether students will really do

their part for their community, and to make college work this year, by acting responsibly. Prove those who doubt your commitment to our community wrong. Wear a face covering, socially distance, and avoid crowds, especially indoors. If our community members see Longwood students acting responsibly around campus and town, it won't just help stop the spread of the virus, it will build trust that we'll need to make this semester successful. This is what citizenship is all about - leading by example to do your individual part for the greater good.

In closing, one of the things that's really different about Longwood is our honor code. When we each take it upon ourselves to behave honorably, trust and community follow, making Longwood more special. In the same way, if we all do our part and behave honorably in response to this pandemic, we will be able to experience what matters most about Longwood this year.

It's in our hands, together.

Dr. Tim James Pierson
Vice President for Student Affairs
Longwood University
piersontj@longwood.edu
(434) 395-2039

Jennifer L. Fraley
Dean of Students
Longwood University
fraleyjl@longwood.edu
(434) 395-2485