

August 2020 All Hands Agenda

- Welcome
- Building maintenance and cleaning
- New UNO partners
- General updates
- Social Distancing Expectations
- Meetings/Events (a.k.a. Gatherings)
- Expectations for guests at all UNO events (and visitors to campus)
- Catering Policies during COVID
- Scheduling events for more than 10 people
- Q/A
- Shameless self promotion



Building Maintenance and Cleaning

Welcome Kraig McDonald, Manager of Custodial Services at
UNO



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New UNO Partners in the CEC

- The Interdisciplinary Behavioral Consultation (IBC) Scholars Program (Suite 130)
- Juvenile Justice Institute (Suite 219)
- The Education Policy Lab (Suite 219)
- UNO Office of Sustainability (Suite 228)



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General Updates

- Parking Lot D and E temporary closures
- Changes to parking lot D and E staffing hours
- Reminder to pay 20/21 parking fees by early next week
- Suite doors locked for fall semester
- Goodie bags
- Coffee Chats continuing this fall via Zoom on Wednesdays at 9 A.M.
 - Zoom link can be found in the CEC Weekly newsletter



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Social Distancing

- Suites and Offices:
 - 1/3 ratio of staff in office if possible
 - Please avoid face-to-face meetings in offices
 - Please avoid having individual visitors to campus if possible
 - One person per semi-private workspace
- Community spaces are now all set up to support SD
- Stay Right campaign – stay to the right in hallways, staircases and going through doors



Meetings/Events (a.k.a. Gatherings)

- Big distinction between 10 and less or 11 and more
- Community events can begin September 1
- Campus events can begin August 14
- Events involving youth will be very limited for fall 2020, regardless of size
- Exceptions are available only for essential events with approval
- Events of 10 or less can be scheduled in advance as normal but **MUST** return reservation agreement
- No weekend events for fall



Expectations for Guests at Events at UNO

Sponsoring units must acknowledge that all guests associated with their event will:

- Wear a face covering during the event and in any common spaces
- Maintain appropriate safe distances (physical distancing) when interacting with others
- Be encouraged to practice good hygiene by washing hands with soap and water often for 20 seconds or use hand sanitizer
- Be instructed to stay home if the day of the event they or a member of their household is sick
- Need to complete the self-assessment through the 1-Check COVID app or a similar mechanism the day of the event
- If someone who attended the event is diagnosed with COVID-19 within 2-weeks of the event being offered, the sponsoring unit will notify Office of Health Security at unohealthsecurity@unomaha.edu



Catering Policies During COVID

- Food service at events should be significantly limited and where possible avoided
- As a part of the event registration process, any proposed food must be approved by the designated senior administrator
- All food distributed should be individually packaged OR food served is plated or buffet-style is served by staff, not guests
- Beverages should be individually packaged (e.g. can of soda, bottle of water or juice)
- Use single directional flow for served buffet lines or concessions
- Catering team/event lead designates a sanitation lead to monitor any food distributed at an event
- Use signage, floor decals, and/or tensile barriers to guide flow for food lines at an event to ensure proper physical distancing and directional flow
- Pot lucks will be not be allowed for the fall semester (this will include our cookie exchange 😞)



Scheduling Events for More Than 10 People

- Events of more than 10 must now be pre-approved by UNO Sr. administrator before reservation is confirmed (SVC Kopp, VC Shipp or VC Ewald)
- Must be submitted 30 days in advance of event
- There will be an online form that all event organizers will be required to use that will confirm that organizer has plans in place to conform with CDC Guidelines , catering plans, etc.
- We will let everyone know when form is available, and what the process will be
- We are working to have reservations that are currently in place approved, reservations that are far enough in advance will need to go through this approval process; we will work with organizers if there is not sufficient time to find a way to get approval
- • Once event is approved and we have approval on file (responsibility of organizer to get this to us), reservation is finalized and the reservation agreement will be sent to organizer for signature (return of reservation agreement will also be mandatory)



Questions? Shameless Self-Promotion



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