

## **VU Face Mask Policy**

The use of face masks or face shields can help prevent the spread of the COVID-19 virus by reducing the spread of respiratory droplets. Face coverings not only protect you, but everyone you encounter while moving throughout campus. Therefore, **effective July 6, 2020 and until further notice, all members of the VU community, including students, staff, faculty, contractors, vendors, suppliers and visitors must wear a face mask or face shield upon entering any campus building and in other situations, outlined below.** Building and classroom signage is being installed to remind everyone about the mask policy and other health and safety protocols.

### **Face masks or shields must be worn:**

- Upon entering any campus building.
- In hallways, elevators, public spaces and common areas.
- In office spaces if social distancing of six feet is not possible.
- In classrooms when others are present. Note: *Faculty members may determine a face covering policy for their classroom or lab when social distancing can be achieved through room configuration, instructional method, number of students, protective barriers, and other characteristics unique to that classroom or lab.*
- In University vehicles or other vehicles used for University business when multiple individuals are present.

### **Wearing a face mask or shield is not required:**

- In private offices or when alone in a space.
- Outdoors, unless safe social distancing of at least six feet is not possible.
- Indoor mask usage may be temporarily relaxed during interactions where other protective measures are in place to separate individuals (plexiglass barriers, etc).

### **Accommodations**

If an individual has a health condition that prevents them from being able to wear a face mask or shield, Human Resources should be contacted, or, in the case of a student, the Office of Diversability Services.

### **Non-Compliance:**

- **Employees**

The supervisor is responsible for addressing it with the employee. *Employees should refrain from addressing non-compliance or perceived non-compliance directly with other employees and should instead report issues to their supervisors.*

- **Students**

Students will be held responsible for compliance with the Face Mask Policy under the *VU Standards of Student Behavior*. As an institution of higher education our first goal is to teach, support, and guide students with respect to this and other VU policies. For that reason, student non-compliance situations, including those that occur in a classroom, lab, or other academic setting, should first be handled by reminding the

student of the policy and giving the student an opportunity to comply, before referring a student to the Office of the Dean of Students.

- **The Public**

Members of the public who do not have a mask when entering a VU facility, will first be offered a disposable face mask, where possible. If they refuse to comply with face mask requirements, they will be asked to leave and given options of how they can be served virtually.

- **Role of VUPD**

The Vincennes University Police Department (VUPD) is not responsible for enforcing face mask requirements and should not be contacted regarding such issues.

### **Mask Supply**

- VU will supply each faculty, staff, and student with two washable masks. Masks are expected to arrive in mid-July. Until the order arrives, disposable masks will be distributed for use
- Personal masks or shields may be used.
- It is recommended for everyone to have at least two face masks with them daily to ensure that a replacement is available if one becomes dirty or misplaced while on campus.
- Disposable masks will be available for visitors and in limited cases where individuals have forgotten their mask.