

**Chaminade University of Honolulu  
Hawai'i Pacific University  
Policies and Procedures for Reopening During Phase I**

Access to University Campus Buildings (including Classrooms), Events, or Activities

- Screening of all persons wishing to enter a campus - buildings, event, or activities, shall take place at designated areas on campus and shall include:
  - Verifying the temperature of each individual to ensure that individual does not have a fever (temperature greater than 100.4 degrees)
  - Verifying “no” answers to each of the following questions:
    - Do you or have you had within the past 24 hours a fever (temperature greater than 100.4 degrees)?
    - Do you have or have you experienced in the past 24 hours a cough, shortness of breath, pneumonia, flu –like symptoms, or new muscle aches that you cannot attribute to another health condition or that may have been caused by specific activity?
    - Have you traveled off-island in the last 14 days?
    - Have you had contact with anyone whose lab test confirmed COVID-19 within 14 days of symptom onset?
- Only those individuals who have been screened and passed the process shall be able to enter campus- a university building (including but not limited to classrooms, the library, student services centers, dining and residence halls), event, or activity.

Campus Common Areas

- Masks or face coverings shall be worn in campus common areas and public areas.
- Select common areas may be closed to minimize congregation.
- Individuals must practice social distancing in common areas and public areas, and avoid social settings of more than 10 people in circumstances that do not allow for appropriate social distancing.

Classrooms and Research or Other Labs

- Only individuals who have been screened and passed the process may access a physical classroom or lab.
- Furniture or seating must be arranged to allow for appropriate social distancing between each student and between students and the faculty member or members in each classroom and should provide at least six feet of distance between each individual.
- [Optional: For individuals engaged in critical research, masks and appropriate PPE will be donned when six feet of space cannot be maintained. Only faculty shall be permitted to engage in critical research involving less than six feet of space between individuals.]

Dining, Library, Student Services and Similar Facilities

- University dining, library, student services and similar facilities shall ensure social distancing and follow social distancing protocols, including having students seated at least six feet apart;

provided, however, that student dining centers shall serve only take-out meals unless government regulations allow for dining on restaurant premises.

#### University Offices

- University offices may be open to students and the public, provided staff and faculty adhere to social distancing protocols. The University will consider staggered shifts, splitting or rotating work schedules, and telework arrangements to maintain appropriate social distancing.
- The University will install floor decals in waiting areas to assist visitors with maintaining appropriate social distancing requirements.
- In areas with limited space and/or reception areas, the University may install barriers that can be easily cleaned and are high enough to prevent contact.

#### Prohibition on In-Person Events

- The University shall not hold in-person events or social gatherings of more than 10 people, unless governmental regulations allow for such event or events to be held with appropriate social distancing.

#### University Fitness Center

- University fitness centers may reopen if government regulations allow for gyms and similar facilities to be open to the public and provided they adhere to strict physical distancing and sanitation protocols.

#### University Travel

- The University shall minimize non-essential travel and adhere to State of Hawaii and City and County of Honolulu guidelines regarding isolation following travel.

#### Student Travel to Attend the University

- The University is a student's place of work. Travel to and from the University shall be deemed essential travel; students arriving from off-island shall, unless otherwise exempted, adhere to State of Hawai'i and, City and County of Honolulu guidelines regarding isolation following travel.

**Lynn M. Babington**  
**President**  
Chaminade University of Honolulu  
o: 808.739-8383 m: 808-799-2757  
e: [lynn.babington@chaminade.edu](mailto:lynn.babington@chaminade.edu)

**John Y. Gotanda**  
**President**  
Hawai'i Pacific University  
o: 808-543-8011 m: 610-772-6320  
e: [jgotanda@hpu.edu](mailto:jgotanda@hpu.edu)