

June 9, 2020

Although the Governor decided to move to Phase 2, Frostburg State University will remain in “teleworking” mode for the immediate future. However, buildings will be accessible to faculty and staff beginning Wednesday, June 10. For staff, please contact your supervisor if you would like to do any work on campus.

The following guidelines will need to be followed for access to buildings:

- **Daily Screening.** For employees in the Stangle Building (Maintenance and Facilities Staff), screening as you report to work will be done in the Stangle parking lot as you arrive. More information on the procedure will be provided by your supervisor. For all other employees, prior to accessing your building, you must complete the online screening protocol at www.frostburg.edu/checkin. Employees without home computer or smart phone access may visit the Stangle Building before reporting to work. ***If you or any members of your household are showing any symptoms of the virus (See updated CDC list [here](#)), you must not come to campus.***
- **Masks and Social Distancing.** Face masks or coverings are to be worn in the buildings. If you are alone in your office or a closed setting, a face mask is not necessary but is still encouraged. You will also still be required to maintain 6-foot social distancing. No gathering of more than 10 people is allowed. While we will increase cleaning of public areas in buildings, you should still wash your hands frequently and follow CDC health guidelines.
- **Telework.** Those who have been teleworking from home should continue to do so. You should contact your supervisor to determine if there are any adjustments to your telework schedule.
- **Individual and Collective Responsibilities.** We ask everyone to be responsible for their own behavior and respect their own health and that of others by following CDC and campus guidelines. We want to maintain a safe and accessible campus. (Concerns should be shared with your supervisor or area vice president.)
- **Other campus facilities.** At this point the Library, and public facilities in Lane and Cordts Centers will remain closed. We will send campus-wide messages when we move to opening those facilities.
- **Employees with serious health conditions or over 65:** Employees directed to return to the worksite who have one or more of the health conditions in the attached document may be eligible to seek reasonable accommodations under FSU’s Americans With Disabilities Act (ADA) procedure. Please read the attached document and visit the [FSU ADA page](#) for more information.

I thank you for your continuing support of our students, fellow employees and the local community as we move through the summer.

Ronald Nowaczyk, PhD
President
Frostburg State University
Voice: 301.687.4111

Addendum:

Two clarifications:

- Screening at Stangle Hall will be available from 7 a.m. to 9 a.m. only.
- Faculty must complete the online screening protocol at www.frostburg.edu/checkin prior to arriving on campus. Faculty without home computer or smart phone access should call their Dean’s office to check in prior accessing their building.