To: CVAD Community  
From: Greg Watts, Dean  
Re: Campus Reopening plans for CVAD  
Date: July 2\textsuperscript{nd} 2020

While the campus will reopen on July 6\textsuperscript{th} our CVAD operations will be very limited. The main building will be open 10:00AM – 3:00PM on Thursdays, otherwise it will remain closed. Our intent is to continue to keep to a minimum the number of people in all CVAD facilities (the use of graduate studios in Welch and Oak St. will remain as current). I am providing a list of updates and reminders below – some you may already know, some might be clarification. What I am offering here is what we know – factual information intended to help guide your decisions. First and foremost, all the information provided here is intended to keep us safe.

Associate Dean Ligon assembled a reopening plan and that has now been approved. That plan is for Summer 2 only. A second approval process for Fall is pending and those plans will very likely differ from those for the remainder of summer. I will update you as appropriate. Any Fall changes will be implemented as of August 3\textsuperscript{rd}.

As part of our reopening plan, I am asking for your assistance to ensure the safety of every one of us:

- Please take the required UNT COVID-19 safety training modules via UNT Bridge.
- Please complete this training before returning to campus. If you supervise student workers, ensure they also complete the training before returning to campus.
- Masks are required when on-campus and in the common areas of CVAD facilities. If you are working by yourself, in your office, then your mask can be removed – please keep your door closed. When in the hallways, common areas, etc., or when in your office with another individual you are required wear a mask.
- Maintain social distancing. Signs have been placed around buildings requesting social distancing. Facilities will be posting signage indicating no more than four individuals to an elevator across campus. When using the stairs, you should maintain three feet or more of separation.
- Our current plan is to keep the main building locked (except for the limited hours noted above) for the remainder of the Summer. Key card access will continue to be required.
- I encourage all meetings by faculty and staff with students to occur by Zoom or phone to minimize traffic and contact between individuals. We will adjust/reassess for the Fall as needed.
No classes will be meeting in CVAD facilities during the Summer 2, 5-week session.

No meetings or events are currently permitted in CVAD. We may eventually see some approved, but any requests are being carefully scrutinized by a University-level safety committee.

For gallery operations please see: https://news.cvad.unt.edu/fallgalleries

For advising appointments students may visit: appointments.unt.edu

Seating in common areas has been greatly reduced in the main building. Much of the hallway and crit’ area furniture has been placed in storage. Otherwise where possible, the furniture has been spaced out to facilitate social distancing. Please do not move furniture from current locations in the common areas.

Hand sanitizer stations have been positioned throughout the building. Please use as needed and do not move the stations.

As our designated PPE coordinator, Associate Dean Ligon can address questions regarding cleaning supplies and masks. These are being distributed. Please do not purchase such supplies as we will not be able to reimburse you.

The general access computer lab will remain available by appointment only to currently enrolled students: http://itservices.cvad.unt.edu/reservations

All other lab spaces, including the Fabrications Labs (Digital and Textile), will remain closed until Fall.

If you need technical support contact IT at: artsupport@unt.edu

Please place trash cans outside your office to enable the custodial staff to focus on deep cleaning in high-traffic areas.

We will continue a ‘paperless’ operation for the college. If you need help creating a digital signature please contact IT.

At any time, if you are unsure of a protocol please contact your supervisor, Department Chair, Director, Associate Deans or myself. We will continue to work to minimize your risk and appreciate your assistance.

Stay safe, best Greg