

Dear Faculty,

Please find below a statement that you may use in your course syllabi and other instructions. It has been approved by Student Affairs and Faculty Affairs for your use and guidance.

Masks are required at all times for everyone while inside buildings and our classroom. There are offices where students can obtain a mask. No eating or drinking is allowed during class.

If a student refuses to wear a mask in class, they will be asked to leave, and depending on the situation, may be reported to the Dean of Students. The University's student code of conduct will drive the decision making if there are repeated offenses.

These requirements are for the safety of all university members and to ensure an environment where students can learn.

Optional language: We will take ___ minute break at which point you may go outside to eat or drink.

For faculty information only:

Before any disciplinary action is taken, please first determine if students need a mask and if so, direct them to a location where a mask can be obtained or provide one. Please work with your college and department to determine the location of masks. Your department should have access to the PPE supplies box in your building.

If a student refuses to wear a mask and will not leave the class, you may end the class, as a last resort. Report the student immediately to the Dean of Students (Dr. Jonathan Grady: jgrady@cpp.edu).

Faculty may want to include a link in your syllabus or lead a brief discussion about the Student Conduct and Integrity Office and their website that has helpful videos about mask wearing, the Covid Compliance Guide, and generally responsible behavior on campus.

<https://www.cpp.edu/studentconduct/>

The eating and drinking recommendation is included as a way to avoid students having an excuse to remove masks in the class.