



JOINT COMMUNICATION MEMO

Office of the President & Algoma U Pandemic Task Force

2020-09-11

**MEMO: Important Return to Campus Update - Fall & Winter Terms
(Updated September 11th, 2020)**

TO: Students - Brampton Campus

CC: AUSU & SASA Executive

FR: Asima Vezina, President & Vice-Chancellor

Brianne Pringle, (Chair) Pandemic Task Force

As President of the University and Chair of the Pandemic Task Force, we want to take this opportunity to share with you, our students, important information about the planning that is taking place to prepare for a successful Fall 2020 term. As we move into the sixth month of the pandemic, here in Ontario, Algoma University continues to adjust its strategy, while at the same time taking proactive steps to ensure the success of the students we are serving and the safety and wellbeing of our University community (SSM, Brampton, Timmins).

As part of a phased approach, a number of Return to Campus (RTC) measures have been put in place to address the impacts of the global pandemic on our academic and non-academic operations. It is **imperative** that we all learn about and follow these measures.

This memo outlines specific RTC details relevant to those studying on our **Brampton campus**. Please review the information shared below and if you have any related questions or concerns, do not hesitate to email covid@algonau.ca or connect with the specific departments referenced in this memo.

We will continue to adjust our plans as needed and appreciate your ongoing understanding as we navigate the evolving nature of the pandemic. Don't forget that all key updates, including copies of memos and student FAQs, are available on our [website](#).

Finally, we anticipate the positive outcome of our phased approach to RTC plans will support our intention to deliver face-to-face programming **where possible** starting in January 2021. As we consider our academic program delivery mix for the Winter 2021 term, we must continue to work together, be creative and be adaptable. We will also work closely with the student leadership of AUSU and SASA to ensure the views of our students help shape our decision making. A virtual Town Hall will be announced in the coming weeks to continue this discussion. More information will follow from the Office of the Dean over the next several weeks.

Thank you in advance for your adherence to these RTC guidelines as we continue to welcome an increasing number of individuals back to campus. Our collective efforts are making a difference.

BRAMPTON CAMPUS - FALL 2020 TERM UPDATE

Starting **September 9, 2020**, the Brampton Campus will be 'open' Monday to Sunday from 9:00 am - 9:00 pm. Note, hours and access may change due to construction.

We ask that you only access the campus for particular reasons (use of computer lab, attend pre-scheduled meetings, etc.) and you must leave campus immediately once your intended purpose is complete. This will help minimize the number of people gathering on campus at any one time. Please note that there are appointment requirements - see below for details.

COVID-19 PROTOCOLS FOR COMING TO CAMPUS

The **video message** linked [here](#) provides you with an overview of the key protocols in place to support the health and well-being of those returning to campus. Although shot on our SSM campus, the Brampton campus has undergone the same changes and protocols. Some elements may be slightly different, such as capacities in washrooms and elevators, as they are set by the building landlord. Please pay close attention to all posted signage.

Before coming to come campus, you **must** ask yourself the following questions:

- Have you arrived home from international travel (including the United States) in the last 14 days?
- Have you been around someone with a suspected case of COVID?
- Have you been around someone with a confirmed case of COVID?
- Are you feeling sick?

If you answer **'Yes'** to any of the above questions, you **must** remain home. If you have symptoms that you believe to be COVID-19 related, contact the local Public Health Unit for the area that you live in.

If you answered **'No'** to the above questions, you may access campus. Please follow the rules

outlined below:

1. Follow all posted signage in relation to COVID-19. This includes following signage on what doors to enter and exit, the direction of stairways and hallways, and capacity limits in rooms, washrooms, and elevators.
2. Always maintain social distancing when possible.
3. Masks are **mandatory** in all indoor public spaces in the Peel region. You **must** wear a mask or face covering anytime you are moving through the facilities or using washrooms, printers, and elevators. Wear your mask properly at all times, covering both your nose and mouth, including when speaking with others. **Students will be provided with a free mask, but are encouraged to purchase their own as well.** In order to pick up your AU student mask from the Admin Office, please fill out [this form](#) to schedule an appointment.
4. Hand sanitizer stations are located throughout the facilities, and students are encouraged to use them before entering spaces or after touching common equipment.
5. Avoid touching your eyes, nose, and mouth and wash your hands often.

Your cooperation in following these guidelines is appreciated and important as we protect the health and safety of everyone on campus. *Thunderbirds protecting Thunderbirds: Thunderbirds protecting Community.*

Please note, it is now required under the Non-Academic Student Code of Conduct that all students follow approved Algoma University Health and Safety rules. If you have questions or are concerned you may have been exposed to COVID-19, please contact healthservices@algonau.ca.

The following section provides further details on specific services and guidelines that will be in place as of **September 9, 2020. Updates will be provided as additional services transition to face-to-face as part of our phased-in approach to RTC.**

ACCESS CARDS

At Algoma University Brampton Campus, all students must have an Access Card that allows you entry into the University areas in the 24 Queen St. East building. To request your Access Card, please carefully read and fill out the [Access Key Card Agreement form](#), and make a refundable deposit payment of \$40 on [Student Portal](#). During the Fall 2020 semester, Access Cards can be picked up from Admin Office at 24 Queen St E, by appointment only. Please select the date and time for a pickup on the form. If you have any questions or need to reschedule your pickup appointment, please email accesscard@algonau.ca.

COMPUTER LAB

The Third Floor Computer Lab in the Market Square Building (24 Queen Street East) will be open for student use from Monday to Sunday (9:00 am - 9:00 pm).

The number of computers available has been limited to ensure appropriate social distancing.

Students/employees must sanitize their hands before entering the computer labs.

Sanitizing wipes are available in the Computer Lab and equipment must be wiped down before and after use. Students are only to be in this space to use an individual computer, it is not space to “hang out”.

MEETING/STUDY SPACE

Meetings are to remain virtual. However, designated spaces have been allocated should an in-person meeting be absolutely required. Any such meetings are by appointment only. No walk-in appointments will be allowed. The following rooms have been designated for students to book and access as individual study space:

LL Classroom 2

Available 9 am-9 pm, Monday to Sunday.

To book your study space, fill out [the booking form](#) at least one business day prior to the requested day and wait for a confirmation email.

LL Lab 1 & 2

Available 9 am-5 pm, Monday to Friday.

To book your study space, fill out [the booking form](#) at least one business day prior to the requested day and wait for a confirmation email.

COMMON SPACES

All common spaces (student lounges, public gathering spaces) for students remain closed.

CAMPUS SERVICES

Many campus services will remain virtual, with in-person appointments scheduled only when absolutely necessary. To directly connect with the service area/department you are looking for, please utilize the email or telephone contacts listed below. All phone extensions can be accessed via our toll-free number: 1-888-ALGOMA-U (1-888-254-6628).

Advising Questions: advising@algomau.ca or x4238	Financial Services Questions: accounts@algomau.ca or x4723
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Immigration Questions: immigration@algomau.ca or x4238	Financial Aid: fao@algomau.ca or x4219
Learning Centre: learning@algomau.ca or x4225	Registrarial Services Questions: regoffice@algomau.ca or x4227
Health and Wellness Services: healthservices@algomau.ca	Brampton Campus IT Support: 905.451.0100, x 3522

LIBRARY SERVICES

The **Brampton Public Library** remains closed at this time but curbside pick-up is available. We will keep you posted should this change.

The **Algoma University Arthur A. Wishart Library in SSM** is able to virtually support students in Brampton.

- Reference services will be available virtually by emailing reference@algomau.ca or by using the Ask a Librarian service.
- Digital interlibrary loan services will be available by emailing ill@algomau.ca or by making a request through RACER.

For more information about the services available to students in Brampton, please visit <https://library.algomau.ca/timmins-brampton/>.

RECREATION/FITNESS SERVICES

As students will not be charged for the Brampton Facility Fee for the Fall 2020 term, the **YMCA** membership normally offered will not be available. Students who are interested in accessing this facility may purchase their own membership directly.

TEXTBOOK INFORMATION

How do I get my textbooks for the Fall?

1. Have your books shipped to your home! You can order your textbooks at www.algomashop.ca and have the books and supplies shipped to your home.
2. Go digital! We are working to make as many digital books available as possible. Save money and time by purchasing your books digitally at www.algomashop.ca.

What if I need to return a textbook?

Textbook returns will be accepted until Friday, September 25th as long as they are in the same condition! Need to ship your books back? Make sure the package is postmarked on or before September 25th. This way, if the package arrives a little late, you won't be penalized. Please note: digital books are non-returnable.

COVID-19 RELATED UPDATES

For ongoing updates, please visit the www.algomau.ca websites dedicated [COVID-19 page](#).

Algoma University will continue to actively monitor the evolving situation and remain in contact with health officials. We will continue to provide ongoing updates to students as needed and ensure that the appropriate prevention and response measures are taken.

Thanks once again for reviewing and adhering to the measures outlined within this update.

Thunderbirds protecting Thunderbirds - Thunderbirds protecting Community