

Campus Cleaning Protocols

The following cleaning protocols have been implemented to create a safe working environment and allow for heightened cleaning of high-traffic and high-touch areas.

1. Campus offices will be cleaned once a week (including emptying office trashcans).
 - a. If an occupant would like their trashcan emptied on a more frequent basis, the trashcan should be set outside of the office door at the end of the day.
 - i. Please note, if liquid or malodorous waste has been placed in a trashcan, the occupant is asked to take the trash bag directly to a dumpster.
2. Disinfectant supplies will be provided by the Physical Plant for the following spaces:
 - a. All classrooms and conference rooms.
 - i. The staff and/or students utilizing the conference room or classroom should use the provided supplies to wipe down surfaces, tables, chairs, etc. after use.
 - ii. These supplies will be checked and replenished in the evening.
 - b. Service counters (such as division offices)
 - i. The staff and/or students utilizing the service counters should use the provided supplies to wipe down surfaces, counters, tables.
 - ii. These supplies will be checked and replenished during the day.
 - c. High-touch surfaces
 - i. Building staff are to wipe down common area high-touch surfaces (such as entry door hardware and hand rails) on a regular basis.
 - ii. These supplies should be shared with the division service counters and will be checked and replenished on a daily basis.
3. Hand sanitizer will be provided at building entrances/in lobbies and service counters.
 - a. Hand sanitizer supplies will be checked and replenished during the day.

