Dear Penn State Law and SIA Students,

As we prepare to welcome you back to campus next week, and to welcome some new students to Katz for the first time, we wanted to send this reminder about how the Katz Building will operate this semester beginning with the start of in-person classes on February 15. It will be essentially the same as the Fall semester, but please review this information to refresh your recollection after your extended time away.

Penn State Law and SIA will continue to comply with all Penn State University guidance and requirements. The University-issued guidance, and various other relevant information, is available on its comprehensive COVID website. We also have information specific to our two schools available on the Penn State Law and SIA Back to State webpages.

Before we get into the details, we again want to acknowledge that much of this will be inconvenient, and perhaps even frustrating and/or confusing. We appreciate your understanding, cooperation, and flexibility as we continue to pull together to make your education work as well, and for all of us to be as safe, as possible.

**Student Compact/Agreement.** Students coming to campus for the Spring semester must have agreed to the Penn State Coronavirus Compact. If you agreed to it for the Fall semester you don’t need to do it again. New, incoming Spring 2021 students, however, will need to acknowledge the Compact and will be directed to do so in LionPATH.

**Prearrival Testing.** As a reminder, Penn State is requiring all students returning to in-person classes, as well as those remaining fully remote but living in Centre County, to have a negative COVID-19 test from a University-provided test on file prior to, and within 72 hours of, their return to the campus community. This includes students who remained on campus over the break and also applies to those taking a fully remote/online course load if they live in Centre County or within 20 miles of a Penn State campus. Time is running out for you to meet this requirement prior to the start of in-person classes. If you haven’t yet done so, please take this moment to log in to the “Know Your Status” portal to get started with ordering a test from Vault Health. Vault Health self-test kits are being provided to students at no cost.

**Masks/Face Coverings.** All students, employees and visitors are required to practice social distancing and wear face masks/coverings at all times in campus buildings – including the Katz building and the Clinic spaces – and outdoors on campus when they cannot be physically distant from others. The wearing of face masks/coverings is mandatory in Katz and in the Clinic spaces. If you are unable to comply with this requirement you will not be permitted in the buildings.

**Hand Sanitizer/Hand Hygiene.** Hand sanitizer dispensers will be positioned around the building, such as near the main entrances and at the entrances of classrooms and just inside the library entrance. There are also hand sanitizer dispensers just inside the door to each restroom.
Katz Building Access and Hours. The Katz Building is currently closed to students. The building will reopen to students on Monday, February 15th at 7:30am. However, as with the Fall semester, the building will be accessible only by swipe card for the duration of the Spring semester. So, only students, faculty and staff who have been entered into the Katz Building swipe access system will be able to gain access. Also, guests and visitors will not be permitted in the building without advance permission from Assistant Dean Russ Shaffer and they must abide by all building requirements. In addition to the change to building access, the hours will also be different. In order to manage building density and ensure cleaning crews can keep the building environment as clean as possible, student access to the Katz Building will be limited to **7:30am to 7:30pm, Monday through Friday**. The building will be closed to, and not accessible by, students after 7:30pm on weekdays and on the weekends. Students who have class in Katz in the evenings will be permitted to remain in the building until their class ends.

Building traffic patterns and directional flow. The internal Katz Building traffic patterns are the same as for the Fall and we have maintained the directional signs throughout. The signs indicate how we expect building occupants to move about the building to maximize distancing and minimize close contacts. For example, the center staircase just off the main lobby area is designated “up” only, while the staircase near the restrooms on the 1st and 2nd and basement levels will be for “down” traffic (those same staircases between the 2nd and 3rd floor are multi-directional – up and down traffic). The staircases at the ends of the building are multi-directional. Please take note of and comply with directional signage throughout the building. **[Note: In the event of an emergency evacuation situation, such as a fire alarm, please disregard all directional signage and exit the building using the most direct and expeditious route.]**

Katz Commons. The soft seating in the Commons area – the open area just outside the large classrooms on the first floor – remains configured to promote physical distancing. **Please do not move or rearrange any of the chairs or tables.** Also, tabling – the use of tables by student organizations or outside groups in the lobby/Commons area – will not be permitted until further notice.

Classrooms. All classroom seating remains configured to meet social distancing requirements (minimum of 6 feet between occupied seats). For classrooms with moveable seating (such as 232, 236 and 241), excess chairs have been removed, and vinyl dots have been affixed to the desktops where the remaining chairs should go. Please do not move chairs from their designated spots. In classrooms with attached seating (such as 012, 110 [courtroom], 112, 114, 116, and 118 [auditorium]), seats that are not available for use have been taped off, while seating that is available will have no tape and will be further indicated by vinyl dots affixed to the desktop or seat. To maximize capacity, in some of the classrooms, additional small desks will be added to accommodate additional students, subject to distancing requirements. SIA students who opted to attend class in-person will receive further details this week.

Law Library and Library seating. The Law Library, like the Katz building, will be open to students from 7:30am to 7:30pm, Monday through Friday only. Limited seating will be available,
consistent with social distancing requirements and based on a reservation system. To reserve a seat in the Law Library, please follow this link and click on the button for "Reserve a Seat." Instructions for making seat reservations are located on that page. Please do not move any of the furniture in the library (or elsewhere in the building) as it has been placed according to distance requirements.

The Law Library will provide almost all regular services, answer questions, and conduct reference/research interviews using remote/virtual tools during business hours – Monday to Friday from 8am to 5pm. While there will be staff in Law Library offices at designated times during the week, there will also be times when offices will be unoccupied. If you need to consult with a Law Library staff member or seek research assistance of any kind, please send an email to library@pennstatelaw.psu.edu and we will arrange an appropriate response. This email address is constantly monitored, and someone will respond quickly during business hours.

Please access the FAQs on our website https://pennstatelaw.libguides.com/covid19 or consult the Law Library's Student Resources web page https://pennstatelaw.psu.edu/library/student-resources for information on accessing specific library services.

**Student Support and Services.** Part of the overall strategy for minimizing risk is to limit the number of people in the building at any given time – that includes limiting the staff density in our offices throughout the day. While there will be staff in each of our offices at designated times during the week, there will also be times when offices will be unoccupied. Schedules will be posted on office doors, posted on relevant webpages, and sent to you via separate email. *Please note, full student support and services for both schools will be available remotely and can be accessed during normal working hours via phone, email, Zoom, etc., as appropriate.* Please consult the respective school webpages for contact information.

**Clinic Operations.** The clinics will operate essentially as they did in the Fall. Specific information regarding those operations, including any changes, will be sent in a separate email to students involved with the law clinics this semester.

**Reserving Rooms.** Students are encouraged, whenever possible, to have meetings or other events via Zoom, which will help us limit building density and maintain cleanliness of the spaces. If your group requires a meeting or event space in the building, you may request one via the room calendar scheduling process, but please include an explanation as to why the meeting or event must be held in the building. All such meetings will be limited to COVID capacity of the space and subject to face mask and social distancing requirements. Outside guests and visitors will not be allowed at student events without advance permission from Assistant Dean Russ Shaffer and must abide by all building requirements. Food and drink will not be permitted for events.
Lockers and Student Mailboxes/Folders. Due to distancing and sanitation issues, lockers and mailboxes/folders will be not assigned to students. Lockers will be available for students with a documented physical disability and registered with Penn State Student Disability Resources.

Student Organization Space (Room 014). The Student Organization room is a large space with 3 cubicle areas shared by various organizations. The space may be used, but subject to masking, social distancing and the following maximum occupancies:
- Cubicle Area shared by SIA and Moot Court/Vis moot: no more than 2 people at a time
- Cubicle Area shared by JLIA and YAM: no more than 2 people at a time
- Cubicle Area shared by SBA and Law Review: no more than 2 people at a time

Food/Drink. The consumption of food by students will not be permitted in the Katz Building, but will be permitted outside the building, consistent with social distancing requirements. Accordingly, the microwaves and refrigerators on the lower level will still not be available for use. Drinking is permitted in the classrooms, as long as individuals are (1) wearing a mask while doing so, (2) maintaining social distance, and (3) using a container with a straw that reaches the bottom of the container.

Panera. Panera will remain closed in the Katz Building during the Spring 2021 semester.

As with the Fall semester, the safety of our community is paramount. We appreciate everyone’s continued patience and cooperation during this challenging time. Although our building will continue to function differently, our commitment to supporting you and building community are unchanged.

Best,
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