



DEPARTMENT of PUBLIC SAFETY

Memorandum

Date: August 28, 2020
To: Coppin Campus Community
From: Department of Public Safety
Subject: **Coppin State University Facilities/Buildings Access Fall 2020 Semester**

Coppin State University is preparing for a SAFE return to campus for the Fall 2020 semester.

CSU is committed to reducing the risk of COVID-19 transmissions and is following the guidance of the Centers for Disease Control and Prevention (CDC) and state and local public health officials. CSU will be a "mask on" and low-density campus for the fall semester.

Eagle Cards will be required for all Faculty, Staff, and Students to access campus buildings during the fall semester. Campus Facilities/Buildings will be designated to a status of "Card Access" unless otherwise noted in the individual building information listed, below. "Card Access" means that individuals will need to use their Coppin State University Employee or Student ID Card in order to enter campus Facilities/Buildings. CSU Facilities/Buildings have HID ProxPoint Devices at the entrance door of the Facilities/Buildings. By utilizing (touching or waving) your ID Card on or close to the HID ProxPoint Device it will unlock the door and allow admittance into the Facilities/Buildings.

This "Card Access" procedure will be in place until further notice. Anyone who does not have a Coppin State ID Card (Eagle Card), should contact Eagle Card Services, 410.951.3572, to schedule a time to obtain an Eagle Card.

The following section provides information for each individual building.

- **Residence Halls (Daley and Dedmond)** will be accessible 24 hours a day. Residents of Dedmond Hall will have access to their building, only. Residents of Daley Hall will only have access to Daley Hall.



- **Talon Center** will be accessible with an eagle Card for “Grab & Go” meals throughout the day, 7 days a week, the hours of operation/accessibility are 7:00 AM until 9:00 PM Monday thru Friday and 10:00 AM until 9:00 PM Saturday and Sunday.
- **Miles W. Connor Administration Building** will be accessible 6:00 AM until 5:00 PM Monday thru Friday. To assist with fall 2020 enrollment September 1-14 the building will be open until 7:00 P.M. In order to accommodate individuals who are not Coppin State students or employees, and need to transact business within the building, the main entrance will not be on “Card Access Only” during normal business hours.
- **Grace Hill Jacobs Building** will be Card Accessible 8:00 AM until 10:00 PM Monday thru Friday and 9:00 AM until 2:00 PM Saturdays and **closed** on Sundays. In order to accommodate students who have not registered and require access to FYE or the University Advising Center this building will not be on Card Access only until Monday September 14th.
- **James Weldon Johnson Auditorium** doors to the auditorium lobby will be unlocked Monday thru Friday from 8:00 AM thru 5:00 PM. This is to provide visitors access to a temporary visitors’ center in the lobby.
- **J. Millard Tawes College Center** will be Card Access 8:00 AM until 11:00 PM Monday thru Saturday and 9:00 AM until 10:00 PM on Sunday.
- **Parlett Longworth Moore Library** will be Card Access 8:00 AM until 5:00 PM Monday thru Friday and **closed** on weekends.
- **Percy Julian Science Building** is **closed** due to the renovation project.
- **Science and Technology Center (STC)** will be Card Access 8:00 AM until 10:00 PM Monday thru Friday and 9:00 AM until 2:00 PM Saturdays and **closed** on Sundays.
- **Health and Human Services Building (HHSB)** will be Card Access 8:00 AM until 10:00 PM Monday thru Friday and 9:00 AM until 2:00 PM Saturdays and **closed** on Sundays.
- **McDonald Child Development Center (MCDC)** is **closed**, until further notice.
- **Physical Education Complex (PEC) - Offices** will be Card Access 8:30 AM until 5:30 PM Monday thru Friday and **closed** on weekends.

- **Physical Education Complex (PEC) - Fitness Center** will be Card Access 8:00 AM until 9:00 PM Monday thru Friday and **closed** on weekends.

In the event that one needs to access any of the above listed buildings after business or class hours please contact the Coppin State University – Department of Public Safety at 410.951.3900. You will need to have your CSU Employee or Student ID Card with you.

If you are unsure as to whether you have access to a building or not, it is incumbent of you to contact your supervisor/director/dean/chairperson/VP to have your name placed into the system at the Coppin State University – Department of Public Safety. The point of contact for this process is Ms. Miriam Wood, 410.951.3902, mwood@coppin.edu .

Please remember if you plan to attend or visit the campus this fall, ensure that you have followed all safety protocols outlined and communicated by the university. This information is located on the Coppin State Covid-19 webpage located on Coppin State’s website, www.coppin.edu.

All of these measures have been put in place to adapt to the COVID-19 Pandemic with your safety in mind. We at CSU Public Safety say, “Security and Safety is Everybody’s Business”.