

Dear PSL and SIA Students,

As we prepare with great excitement to welcome you back, we wanted to give you an update on how the Katz Building will operate this Fall. Because of the ongoing global pandemic, things will be quite different in our building and across Penn State campuses.

Penn State Law and SIA will, of course, be complying 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 emailed you about the [University's pre-arrival requirements](#), and the overview and clarifications are available on the [Penn State Law](#) and [SIA](#) Back to State webpages.

In addition to University requirements, there are several other changes of which to be aware at the Katz Building specifically. We're sending this email so you can become familiar with some of the changes before you arrive at the building, which will also be available on the [Penn State Law](#) and [SIA](#) Back to State webpages.

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

Student Compact/Agreement. As announced by the University, all students returning to campus for the Fall semester are required to read and sign a Penn State Coronavirus Compact before gaining access to LionPATH. This agreement covers a variety of topics and health and safety expectations and requirements for the upcoming semester including agreeing to participate in COVID-19 test and contact tracing, isolate or quarantine if needed, wear face masks and social distance on campus, and adhere to travel policies.

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. We will be distributing two cloth masks to all students, faculty members, and staff once we receive them. In the meantime, you should plan to wear a personal mask when you come to the building.

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, except for occasional access by faculty and staff. The building will reopen to students on Monday, August 17th at

7:30am. However, the building will only be accessible by swipe card for the duration of the Fall 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 for Operations and Planning 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. Once inside Katz you will notice directional signs, some posted on walls and some on the floor. They 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 – has been reconfigured 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 this Fall.

Classrooms. All classroom seating has been reconfigured 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 the spot designated. 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.

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, the details of which will be provided separately. 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 8 am to 5 pm. Members of the staff will be in the Law Library Monday to Friday from 9 am to 2 pm to handle tasks that cannot be done remotely. If you feel you must consult with someone, please send an email to library@pennstatelaw.psu.edu and we will arrange an appropriate response.

Because the staff members' on-site schedules will vary and their offices are located all around the library facility, please email library@pennstatelaw.psu.edu for assistance. 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 webpages for contact information.

Clinic Operations. The clinics have information specific to their operations, which will be sent in a separate email to students involved with the law clinics this Fall.

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 for Operations and Planning 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 this Fall.* 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 and drink 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 refrigerator on the lower level will not be available for use this Fall.

Panera. Because the building will remain swipe card accessible only and food/drink consumption will not be allowed in open spaces in the building, and to help maintain distancing and cleanliness, at this time, Panera will not be opening in the Katz building this Fall

Parking. Beginning this semester, ParkMobile is coming to the Orange A Katz parking lot and replacing the parking meters. Those wishing to park in the Orange A Katz parking area should do the following:

- Download the ParkMobile app and create an account prior to parking
- Upon arrival at the lot, access the ParkMobile app and select the ParkMobile zone number for the Orange A Katz lot (95106)
- Follow the app instructions to pay for parking
- The fee is \$1.00 per hour, and the maximum time allowed per day is 90 minutes

Also, as usual, a limited number of parking passes will be available for the Katz lot, and commuter passes will be available for the Red lots near the Stadium. More information about parking passes will be sent in separate emails.

We appreciate everyone's patience and cooperation during this challenging time. Although our building will function differently, our commitment to supporting you and building community are unchanged.

Best,
Hari Osofsky

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