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START OF ACADEMIC SCHOOL YEAR REMINDERS

While the start of the academic school year will look a bit different this year, there are still some requirements you need to be made aware of as we begin the year.

- **External Employment Form:** All employees are required to complete an external employment form. These forms can be located at <https://assets.system.tamus.edu/files/policy/pdf/Consult-and-Ext-Employment.pdf> (Faculty) or <https://assets.system.tamus.edu/files/policy/pdf/ExternalEmploymentForm.pdf> (Staff) and are due to your supervisors by the start of the academic year.

- **Audit Notifications:** If your department receives notification of an audit by an external party, you are required to notify the Office of University Compliance. If you are unsure if the request from the external party would be considered an audit, please contact the Office of University Compliance to discuss and determine the appropriate steps.

Contact: Teena Adams, twadams@pvamu.edu

- **Wellness Time:** The PVAMU Wellness Release Time (WRT) Program provides full-time, benefits-eligible employees 30 minutes during normal work hours up to 3 times a week of release time for participation in exercise and physical fitness activities. PVAMU WRT form can be found here: <http://www.pvamu.edu/policies/wp-content/uploads/sites/56/Wellness-Release-Time-WRT-Application-Revised-4-15-20.pdf>

- **Required Training:** Be sure to review TrainTraq & EVERFI for any training that is required.





EVERFI TRAINING ACROSS CAMPUS

On July 15, 2020, inboxes across campus received notification of new assigned training through EVERFI. This new online training platform is being utilized for various trainings across campus. These trainings include FERPA, Clery, Title IX, and Ethics for our faculty/staff, and trainings related to Alcohol/Other Drugs and Title IX for our students.

Here are some frequently asked questions related to EVERFI:

Q: How will I receive notification of my training assignment?
An email will be sent from Automated-message@EVERFI.net with a subject line "Online Course Assigned To You By Prairie View A&M".

Q: What courses will I be required to complete?
All employees will be assigned FERPA, Clery, Tools for an Ethical Workplace, and Bridges: Building a Supportive Community (Title IX).

Q: What if I do not complete my required trainings?
Your supervisors will be provided status reports of individuals that have not completed training.

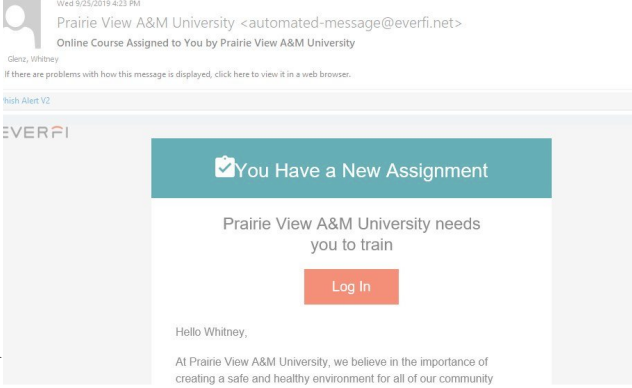
Additionally, you can find resources and information related to EVERFI by visiting: <https://www.pvamu.edu/universitycompliance/everfi-training/everfi-faqs/>



HOW WILL I RECEIVE MY TRAINING ASSIGNMENT?

**EMAIL TITLE:
ONLINE COURSE ASSIGNED TO YOU BY
PRAIRIE VIEW A&M**

**EMAIL FROM:
AUTOMATED-MESSAGE@EVERFI.NET**



HOW DO I LOG IN?

**VISIT:
[HTTPS://ADMIN.FIFOUNDRY.NET/PVAMU/
SIGN_IN](https://admin.fifoundry.net/pvamu/sign_in)**

**CLICK:
PVAMU EVERFI LOGIN
& USE YOUR SINGLE SIGN ON
CREDENTIALS**

If you have questions related to your training assignment, please contact whglenz@pvamu.edu/936-261-2126.



COVID ON CAMPUS

Prairie View A&M has implemented a COVID-19 Pandemic Response process in efforts to help keep our campus community safe. These measures include:

-Social Distancing: This is expected in both private and public spaces.

-Face Masks: Everyone is expected to wear face masks when in public and do their part to stop the spread of the illness.

-Scheduled Appointments & Virtual Interactions: More virtual interactions in programming, activities, meetings, organization meetings, learning, and advising, etc.

-Enhanced Cleaning: Increased cleaning practices in public spaces, as well as higher expectations on cleaning personal spaces and items.

These measures are important as there is "currently no vaccine to prevent COVID-19 and the best way to prevent illness is to avoid being exposed to the virus." (National Center for Immunization and Respiratory Diseases (NCIRD), Division of Viral Diseases, www.cdc.gov Apr. 24, 2020)

PVAMU is committed to keeping our faculty, staff, and students safe during this pandemic, and we ask that our campus community commit to doing their part in the pandemic response. This includes, wearing a mask, protecting others (scheduled appointments, sneeze guards, etc), adhering to building modifications, social distancing, connecting virtually, and cleaning/disinfecting frequently.

For additional guidance related to COVID-19, visit:

[PVAMU Coronavirus Webpage](#)

[PVAMU Health Services](#)

[Texas Department of State Health Services](#)

DAILY CHECKLIST BEFORE STARTING EACH DAY ON CAMPUS

1. Take your temperature every morning before arriving on campus.
2. Conduct a self-assessment of your health/infection exposure.
3. Determine if you are exhibiting any signs of COVID-19.

COMMON INDICATORS OF COVID RISK

- Cough
- Shortness of breath or difficulty breathing
- Feeling feverish or a measured temperature greater than or equal to 100.00 Fahrenheit
- Known close contact with a person who has received a positive COVID-19 test result

OTHER POSSIBLE COVID SIGNS

- Loss of taste or smell
- Sore throat
- Chills
- Repeated shaking with chills
- Diarrhea
- Muscle pain
- Headache



TITLE IX UPDATE

The long-awaited changes in the enforcement of Title IX, the federal gender-equity law, will require colleges to hold live hearings and allow cross-examination when adjudicating sexual-misconduct complaints. The new regulations also will narrow the scope of complaints that colleges are required to investigate.

What major Title IX changes came from the federal regulatory guidance effective August 2020?

Definition of Sexual Harassment:

The federal definition of sexual harassment changed to include only behavior which is "severe, pervasive and objectively offensive." Previously, "severe, persistent or pervasive" behavior was required.

Title IX Jurisdiction:

Title IX now covers only those incidents which occur in the United States and within the context of an educational program or activity. A complainant must provide a signed, formal complaint to initiate a Title IX case.

Live Hearings:

Live hearings are required for all Title IX cases. Parties must have an advisor present and that advisor must conduct a cross-examination on the party's behalf. PVAMU will provide an advisor if a party does not have one.

Informal Resolution:

Universities must provide informal resolution (IR) options for Title IX cases. Under 08.01.01, IR is not available in all cases; for example, mediation is not available in cases of dating violence or rape.

Appeals:

Additional grounds for appeal have been added for both parties. In all, parties can appeal based on: a procedural irregularity; new evidence; conflict of interest or bias (of an administrator); or, the severity of the sanctions.

Interim Measures:

Interim measures may include emergency removals, housing changes and more. If a student is removed, they must receive a hearing to challenge the decision.

Title IX At PVAMU:

Please note that all alleged sexual harassment must be reported to PVAMU's Title IX Coordinator, Alexis Boyd, who will determine which cases are categorized as Title IX matters. Alexis Boyd can be contacted at 936-261-2166 or titleixteam@pvamu.edu. The Office of Title IX Compliance is located in W.R. Banks, Suite 224. For more information on Title IX changes at PVAMU, visit www.pvamu.edu/titleix.



UPDATED POLICIES & PROCEDURES

The following policies and procedures have been updated from January 2020-August 2020. Please review the below policies and procedures and any noted changes.

08.99.99.P1: Expressive Activity on Campus

New University rule established on May 14, 2020.

15.02.99.P1: Export Controls Program Management

Changes include additional guidelines for International Hiring and International Visitors.

24.01.06.P0.01: Day Camps and Enrichment Programs

Changes include clarification to clearly outline the university's risk assessment procedures for each program for minors.

25.07.03.P0.01: Acquisition of Goods and/or Services

Changes include additional guidelines for purchasing of alcoholic beverages and institutional memberships.

29.01.03.P0.08: Password Authentication

Changes include references to the Texas Administrative Code and updated password guidelines.

29.01.03.P0.09: Physical Access

Changes include references to the Texas Administrative Code.

31.05.01.P1: Faculty Consulting and External Professional Employment

Changes include additional guidance on the purpose of the rule, the process for requesting permission, and faculty member responsibilities.

For all policies and procedures related to PVAMU, visit <https://www.pvamu.edu/policies/>



SWAC RELEASES STATEMENT ON FALL SPORTS

<https://swac.org/news/2020/7/20/general-swac-releases-statement-regarding-fall-sports-competition.aspx>

The Southwestern Athletic Conference has announced the postponement of all scheduled fall contests along with SWAC championships due to continuing concerns related to the COVID-19 global pandemic. The fall sports impacted include men's and women's cross country, football, women's soccer and women's volleyball.

The conference has started the process of formalizing plans to conduct a competitive schedule for the fall sports during the 2021 spring semester. Specifically, in the sport of football the plan includes a seven-game conference schedule beginning with an eight-week training period in January 2021. Each member institution will play a total of six conference games (four divisional/two non-divisional) with the option to play one non-conference game. Additional details regarding scheduling for women's soccer, women's volleyball, men's and women's cross country along with the Cricket Wireless SWAC Football Championship game will be released at a later date.

Fall sports teams and student-athletes will have the opportunity to attend classes and practices in preparation for a spring 2021 competitive schedule upon return to campus. Student-athletes will have the ability to participate in conditioning, strength training and practices in all sports provided all required local, state, and federal health and safety guidelines are met. There have been no final decisions made regarding competitive schedules for the league's winter sports at this time.

The SWAC Council of Presidents and Chancellors felt this action was necessary out of growing concern for the health, safety and well-being both mentally and physically of our student-athletes, coaches, administrators, team staff, campus faculty, fans and supporters. The continued increase of COVID-19 cases across many portions of the league's geographic footprint and Southern regions of the country played a significant role in the council's decision, along with data that suggests African-American communities have been disproportionately affected by the COVID-19 pandemic.

The SWAC shares in the disappointment that will undoubtedly be felt by student-athletes, fans, and supporters impacted by the postponement of fall sports competition. The league will continue to review appropriate measures to ensure the health, safety and well-being of student-athletes, coaches, administrators and the local community which continues to be the primary responsibility of the Southwestern Athletic Conference and its member institutions.