

# **New Mexico Tech Residential Life Shutdown Plan**

## **Purpose:**

If the severity of the COVID-19 pandemic leads to a campus closure, Residential Life will need to evacuate most students living on campus. Below are the steps Residential Life will take to have most students move out and to properly take care of students who must remain.

## **Step 1: Identify who Can Stay on Campus**

Residential Life will require most residents to leave if the campus closes due to COVID-19 concerns. Residents who wish to stay will need to fill out a petition form. Here is a list of students who would qualify to remain on campus.

- International students
- Family Housing Residents
- Students who cannot go back to a safe place
- Students who have no transportation
- Students whose home has family members infected with COVID-19 or family members are immunocompromised
- Students who cannot continue class instruction if not on campus
- Special cases laid out by New Mexico Tech Administration

Below are reasons, but not limited to, that would NOT qualify for a student to stay.

- Inconvenience
- Home is not an ideal learning environment
- Employment on campus or in town (unless NMT would consider your position essential)

## **Step 2: Evacuation**

For the residents that cannot stay on campus, notification will be sent to them stating they will be given 48 hours to vacate the premises, an extra 48 hours will be given to residents who submit a petition. Residents will be instructed to remove all of their belongings. We will not require a thorough cleaning of their room/apartment but cannot leave any trash behind. Residents will be required to email as they are leaving town to notify us they have checked out of their room. For students that leave but cannot take all of their belongings with them, Residential Life will store students items until they can be safely retrieved. If a student does not retrieve their items when it is safe to do so, they will be charged a storage fee of up to \$200. Custodial staff will clean vacated rooms no earlier than three days after the student moves out. After a room/apartment has been cleaned and sanitized, Residential Life staff will enter to examine for possible damages.

## **Step 3: Consolidate Residents**

For all the residents that remain on campus, if they are sharing a room/apartment with others, some will need to be relocated until there is only one person per room/apartment. If the dining

hall is not open, students who do not live in an apartment will be relocated to an apartment so they have access to a kitchen. Students may need to relocate to another building if the total occupancy of the building after shutdown is less than 30% or New Mexico Tech feels it is necessary to shut a building down.