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GEORGE T. FRENCH, JR., PH.D.

PRESIDENT

May 4, 2021

Dear CAU Faculty and Staff Members,

On [March 30, 2021](#), I was pleased to announce the University's plans for a full return to campus of all students, faculty, and staff for the Fall 2021 semester. On [April 19, 2021](#), I sent another letter announcing that the University, in collaboration with Morehouse College, Morehouse School of Medicine, Spelman College, and the AUCC Robert W. Woodruff Library, will require all students and members of their faculties and staffs to provide proof of COVID-19 vaccinations before returning to in-person classes and operations for the Fall 2021 semester.

I am writing today to provide more information on the vaccination requirements and processes CAU will follow. To keep our campus community safe, I desire that all students, faculty, and staff be vaccinated against COVID-19. However, recognizing this may not be possible for everyone, the University will allow exemptions from the vaccination requirement based on medical and religious reasons. Medical and religious exemptions will be accommodated, but the expectation will be that our campuses, classrooms, and residence halls will overwhelmingly consist of vaccinated individuals, significantly reducing the risk of infection for all.

If you have not yet received your COVID-19 vaccination, please note that we are an approved Point of Dispensing (POD) location by the Georgia Department of Public Health (DPH) and can administer vaccinations to CAU students, faculty, and staff. If you are interested in receiving the vaccine on campus, please schedule an appointment via the [My Panther Health Portal](#).

We envision an academic year that looks much like our pre-pandemic operations, including:

- A two-semester, total 36 weeks, academic year calendar;
- Standard course enrollments and class sizes;
- Standard room occupancy for student residences;
- Standard lab and research operations; and,
- Resumption of fall and spring sports

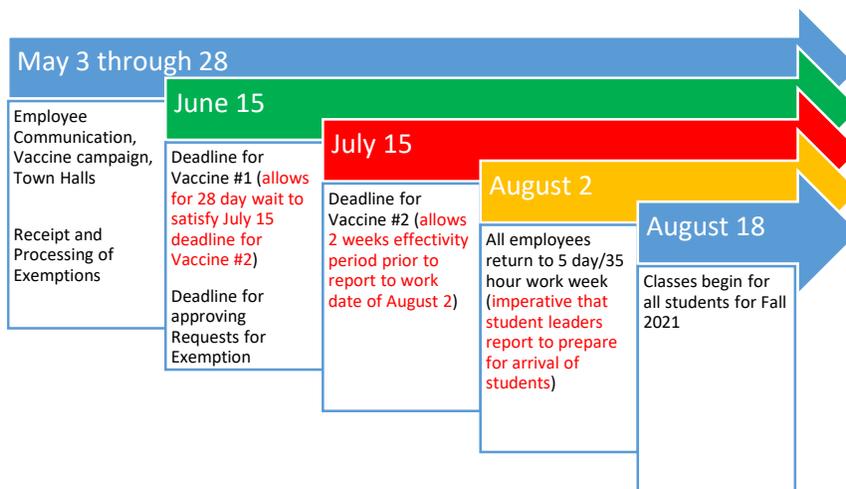
#### **Proof of Vaccination/Request for Exemption Allowance**

We will require that students, faculty, and staff provide proof of COVID-19 vaccinations or submit a request for exemption if they meet the eligibility criteria. Faculty and staff members providing proof of vaccination may click [hrreturntowork@cau.edu](mailto:hrreturntowork@cau.edu) and provide an electronic copy of the COVID-19 Vaccination Record card authorized for use by the Center for Disease

and Control Prevention (CDC) as evidence of one's vaccination status. The COVID-19 Vaccination Record was received from either our onsite clinic located in the Henderson Student Center Multipurpose Room or from the outside provider from whom you received the vaccine. If you would like to request an exemption from taking the COVID-19 vaccine for *medical or religious reasons*, please access and complete the relevant exemption request forms at <https://www.cau.edu/human-resources/forms.html>. Electronic copies of the completed form along with supporting documentation should be sent to [hrreturntowork@cau.edu](mailto:hrreturntowork@cau.edu).

### Timeline for Completing Vaccination

In order to satisfy a critical milestone of having a fully vaccinated employee population (except for those who have approved exemptions), we have established the following timeline to govern our efforts over the next several months:



### Discontinuation of Teleworking due to COVID

With the rollout of the COVID-19 vaccine and its growing penetration across the nation and, more importantly, within the AUC, *effective July 30, we will discontinue teleworking due to COVID-19* and return to our regular five-day, thirty-five-hour work week that existed prior to the onset of the COVID-19 pandemic. However, given our experience over the past year of continuing to successfully operate the University without having the entire workforce on-ground during the entire workweek, we are considering an alternative scheduling policy that will be finalized and communicated before July 30.

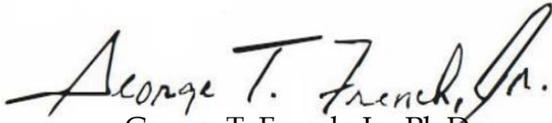
### Conclusion

Even as we plan for a more traditional on-campus experience, flexibility remains essential. Our plans will continue to be shaped by public health guidance and the prevailing science about the effectiveness of vaccinations. Because of ongoing uncertainty about the trajectory of COVID-19, there are some decisions we will have to defer until later in the summer. We do not know yet, for example, whether and under what circumstances mask-wearing might be required on campus in the fall, or the method and frequency of asymptomatic testing for COVID-19.

Our top priority is safeguarding the health and well-being of the CAU community while continuing to deliver an exceptional educational experience and supporting research and scholarship. We plan to have regular communication with the CAU community over the next few months regarding our plans for the Fall 2021 semester. Such communication will include town hall meetings and posting of Frequently Asked Questions.

Thank you for all you continue to do so that we may all be together again as a community in the new academic year. If you have questions, please do not hesitate to contact Debra Hoyt, Senior Vice President and Chief People Officer at [dhoyt@cau.edu](mailto:dhoyt@cau.edu), or Ramona Roman, Director, Human Resources, at [rroman@cau.edu](mailto:rroman@cau.edu).

Yours in Service,

A handwritten signature in black ink that reads "George T. French, Jr." in a cursive script.

George T. French, Jr., Ph.D.  
President