



Fall 2021 COVID-19 Plan

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Repopulation of the Campus

As we prepare to come together as a campus and launch our fall 2021 semester, we welcome students arriving from locations spread across our beautiful state and beyond. We recognize that a *safe start* sets a foundation to repeat the success of last year's efforts. A point of pride for Alfred State throughout 2020-21 was a positivity rate that was consistently *lower* (better) than the county's overall average.

In order to give us the safest start, **we will collectively (all persons regardless of vaccination status) mask indoors in all shared settings beginning Monday August 16th and until the week of September 5th.** These three weeks will allow us to repopulate our campus while implementing widespread testing and act upon the results to establish a safe baseline and assimilate our community into the Allegany County data. See the section *Masks and Social Distancing* for more info.

For Fall 2021 on-campus activities, any student who will (1) live on campus, (2) take at least one class on campus, (3) utilize services on campus (e.g., library, gym, dining), or (4) work on campus, must:

- Present evidence of vaccination upon return (pending final FDA approval)
- For un-vaccinated students, participate in on-campus COVID-19 entry testing; or, submit a negative test taken within 3 days of arrival; or, present documentation of a positive diagnostic result from a COVID-19 infection during the prior 3-month period (for temporary exemption from testing)
- Un-vaccinated students must quarantine for 10 days before arriving to campus

New students arrive:

- Sunday August 22nd in a morning or afternoon (assigned)
- Monday August 23
- Tuesday August 24

Continuing/returning students arrive:

- Thursday August 26
- Friday August 27
- Saturday August 28

All students assigned a morning or afternoon move-in window. Students will adhere to the schedule. Rosters will be provided by Residential Life Services to Health & Wellness Services.

- A wrist band will be given to each student that they will show their residence hall staff at check-in. If they do not have this wrist band, they will not be able to move into their residence hall and will be referred to health and wellness services for further instruction.
- Residential Life will limit the number of individuals helping to move-in a student (allowed 2), as we do not have vaccination records for helpers.
- Check-in: staff conducted check-in at the main desk, and 6-foot markers are placed on the ground for social distancing. A table will also be placed between the office and the students checking in to enhance social distancing.

Vaccinations

The State of New York directed that the public universities mandate COVID vaccinations for students, upon the federal government's full approval of the vaccine. To that end, the SUNY Board of Trustees passed a resolution delegating the implementation of the mandatory vaccination policy to the Chancellor.

Alfred State strongly encourages vaccinations for ALL students. The COVID-19 vaccine will not have received full FDA approval at the start of our fall 2021 semester. At this time, only those students participating in varsity athletics and those enrolled in the nursing major MUST be vaccinated *in order to participate in those related activities*.

System Administration is developing a system-wide solution for all campuses to track verified vaccination status of SUNY students. Campuses are required to utilize this system which will be driven by student consent and will use available authoritative sources - the NYS and NYC immunization systems – to verify vaccination status. Students vaccinated outside the State of New York will be required to submit appropriate documentation to the campus. System administration will work with campuses to integrate any existing systems into the new centralized vaccination management system.

The College is working with area partners to offer additional vaccination clinic(s) during the fall semester.

Masks and Social Distancing

Requirements:

- Vaccinated individuals: The Centers for Disease Control and Prevention (CDC) currently recommends that when a county illustrated on the [COVID-19 Integrated County View Map](#) reaches *community transmission* rates considered “substantial” or “high,” *vaccinated persons should also mask indoors* when in shared settings. Once underway into our second full week of classes (the week of September 5th), we plan to anchor masking decision directly to the CDC guidance on masking considerations for vaccinated persons. The county’s continuation of low or moderate transmission would allow vaccinated persons to remove masks indoors with greater discretion. If the campus location (county) experiences substantial or high community transmission, however, the College may notify the campus that all persons will continue or resume wearing masks indoors until the county can stabilize community transmission to low or moderate rates for a period of up to seven days. The Northland Campus will of course be utilizing Erie County’s data from the CDC’s Integrated County View Map.
- Un-vaccinated or partially vaccinated individuals: Individuals who are not vaccinated or fully vaccinated are responsible for continuing to wear masks on campus and should, where practicable, continue to observe social distancing in indoor settings, such as instructional space (e.g., classrooms, laboratories, studios).

- Campus discretion: The campus may impose additional mask wearing requirements and additional terms or restrictions within the instructional setting (e.g., no eating or drinking) above and beyond the CDC guidance.
- Special consideration: Pursuant to the CDC, “A person with a disability who cannot wear a mask, or cannot safely wear a mask, because of a disability as defined by the Americans with Disabilities Act (42 U.S.C. 12101 et seq.)” may submit a request to the campus for consideration of an exemption from mask wearing based on a medical accommodation, regardless of vaccination status.
- Community transmission: Additional requirements may be imposed by the campus or System Administration based upon the increasing COVID-19 transmission rates.
- For additional mask considerations in classrooms, see section Academic Program Planning.
- The college will use the [Code of Conduct](#) (pdf) to enforce non-compliance with mask wear by un-vaccinated persons.

Testing

Testing and arrival requirements for the start of our fall term are outlined in the section titled Repopulation of the Campus (page 2). The following section provides our monitoring, screening, and testing protocols to be observed during the semester. The protocols could further change.

- The goal is to get every individual vaccinated. Until that point, mandatory weekly testing will continue to be required for any person who has a physical presence on campus and who has not been fully vaccinated or who has not shown proof of vaccination.
- Fully vaccinated students and employees (including auxiliary workers and vendors with a regular on-campus presence) may opt-out from mandatory weekly testing upon the submission of documentation showing completion of a full vaccination series (definition subject to change based on final recommendations from the Food and Drug Administration (FDA) and CDC on booster shots).
- Those who have had a positive test will not participate in surveillance testing for 90 days from the date of their positive test. Upon conclusion of the 90 days, they will be included in regular surveillance testing per the campus plan.
- Fully vaccinated persons will only need to have periodic testing and the minimum periods will be defined by Alfred State based on local conditions (the College will throttle or scale the testing of vaccinated persons to match regional conditions)

Alfred State may use the following testing technologies:

- Abbott BinaxNow rapid antigen testing (the primary mass-testing method)
- Becton Dickinson and Quidel Sofia 2 antigen tests
- PCR Testing (nasal swab): traditional nasal swabs

Daily Screening Process:

- Daily health screenings are no longer required for vaccinated individuals. Via single attestation, individuals will acknowledge their responsibility to continue to be aware of any symptoms and report those symptoms consistent with COVID-19.

- Un-vaccinated persons (and those who have not shown proof) must complete a single fall attestation signifying their agreement to monitor their symptoms daily and report any of concern promptly. They must continue to monitor their symptoms and promptly report any symptoms of COVID-19.

Symptomatic Students (by screening tool, call, or presentation):

- Students indicating symptoms of concern will be evaluated. Students seen at the Health Center will receive clinical evaluation. After evaluation completed by RN's and/or NP, a determination will be made on testing.
- Per SUNY guidelines, diagnostic testing (PCR) of all symptomatic persons, including vaccinated persons, who display symptoms, will continue. Alfred State is obtaining our own PCR analyzer for campus usage.
- If student is having any trouble breathing during hours of operation, they will be immediately evaluated by Health and Wellness Services. If this happens after hours of operation, they should call University Police and will be sent to the Emergency Room via ambulance.
- If a student is not experiencing trouble breathing or other major health concerns, during hours of operation (8:30 a.m. to 4:30 p.m.) a further evaluation (tele-health) will take place to decide if they need to be tested. After hours of operation (4:30 p.m. to 8:30 a.m.), the student will be asked to not leave their room and to stay where they are unless in need of necessities (food and use of the restroom) and will be told to ensure they are wearing their mask appropriately, social distancing, avoiding direct contacts, and only ordering food to-go until they are contacted by Health and Wellness Services the following morning (if deemed necessary).

Contact Tracing:

- All contact tracing is done with diligent communication with the Allegany County Department of Health.
- Employee contact tracing is led by the Office of Human Resources' COVID-19 Compliance Coordinator Maria Bordeaux.
- Student contact tracing is led by the COVID-19 response coordinator, Erika Lewis-Ellison, operating in Health and Wellness Services. The tracing team makeup includes the Senior Director of Health and Wellness, Coordinator, RNs, H&W front office staff, and residential directors (to allow access to a trained RD on duty).
- The tracing will culminate with a record of contacts made, assessments, and subsequent decisions on quarantining. The coordinator will work with the college's COVID-19 compliance coordinator (HR/Maria Bordeaux) on document format to increase consistency between employee and student contact tracing.
- In cases of possible exposure to COVID-19 on campus, Alfred State will follow Centers for Disease Control and Prevention guidance, specifically the guidance on "Tiered approach and inclusion criteria for SARS-CoV-2 testing of persons with possible exposure in IHE setting in the context of an outbreak.

Transportation:

- Health and Wellness will continue to staff a Medical Generalist, a position added during COVID-19 period, who will use a van with a plastic barrier/shield between the driver and

the passenger seats to transport a student who needs testing or to be moved to a quarantine or isolation location between the hours of 8:30 a.m. and 6:00 p.m.

- The driver will be in appropriate PPE to pick up this student (KN95 or N95, gloves, and face shield or eyewear).
- In all aspects of Alfred State's protocols for health monitoring, the college will remain in constant contact with the Allegany County Department of Health to communicate results of all tests (random or individual) or receive their guidance and direction.

Questions regarding student health and wellness should be directed to: Covid19@alfredstate.edu or 607-587-2619

Quarantine and Isolation

Isolation

- Quarantine and Isolation spaces on campus with associated protocols to contain; when an infection is detected (positive test), student is isolated for 10 days in our pre-identified housing area. Contact tracing of roommates and suitemates, will determine potential quarantine for others with close contact.
- Alfred State has designated rooms in Townhouse 4 for isolation quarters (confirmed positive test)
- ACES (campus auxiliary) in coordination with Health and Wellness Services will continue to provide meal delivery for students that are isolating on-campus.

Quarantine

- Alfred State has designated Getman Hall (53 rooms) for Quarantine housing in the fall semester.
- ACES (campus auxiliary) in coordination with Health and Wellness Services will continue to provide meal delivery for students that are in quarantine on-campus.

Academic Program Planning

Masks in classrooms:

Un-vaccinated persons **MUST** wear masks indoors on campus in shared settings (including classrooms, labs, studios). Vaccinated students will be able to remove their masks unless distancing cannot be maintained.

The New York State Department of Health has *not* provided specific and formal guidance to higher education, though for [K-12 classrooms](#) environments has removed the *requirements* for masks in classrooms irrespective of vaccination status. The [CDC guidance](#) to higher education where some people are vaccinated and others are not prescribes that **un-vaccinated students wear their mask** and work to distance from others. Alfred State will require masks be worn by ALL students in some classrooms or spaces *if physical distancing cannot be maintained*.

Alfred State will always be supportive of vaccinated people who choose to wear a mask.

Classroom distancing and setups:

As an additional safety measure, Alfred State is maintaining most classrooms at the six-foot distances. The College will still use the Pioneer Center for classroom surge space during the day to help accommodate this. Other spaces such as the Orvis Auditorium, Small Event Space, and Allegany Room will return to student programming space. This will allow the college to return to normal operations and offer regular programming in these areas.

Classroom Safety:

- Plastic partitions will remain at lecterns, and upon request, face masks, face shields, or coverings will be provided to faculty
- Cleaning supplies will be available upon request to supplement custodial activity

Fall 2021 Calendar:

August

8/22-24	Residence Halls Open – New Students
8/26-28	Residence Halls Open – Continuing Students
8/27	Final Registration Day
8/30	a. Classes Begin b. Add/Drop Begins c. 1st 7-Week Part of Term Begins

September

9/06	Labor Day – No Classes
9/13	Last Day to Add a Course
9/20	a. Census Date – 11:00 a.m. b. Last Day to Drop a Course without a Fee
9/24	Last Day to WD/Leave without Record

October

10/02	Academic Mini Break Begins
10/06	Classes Resume
10/15	Interim Grade Period Ends
10/21	Interim Grades Posted on Banner – 11:00 a.m.
10/26	2nd 7-Week Part of Term Begins

November

11/05	Last Day to Drop a Course
11/15	11/19 – Course Registration for Spring
11/24	11/26 – Thanksgiving Break
11/29	Classes Resume

December

12/10	Last to WD/Leave
12/17	Classes End
12/21	a. Final Grades Posted on Banner – 11:00 a.m. b. Students May View Final Grades – 2:00 p.m.

Substantive and Regular Interaction:

Alfred State plans to offer a typical mix of approximately 90% of courses in a seated section format and approximately 10% online. As a result, ASC students experience substantive and regular interaction.

- Regular interaction: instruction will provide for the opportunity for substantive interactions with the student on a predictable and regular basis commensurate with both the length of time, and the amount of content, in the course or competency, must monitor the student's academic engagement and success, and must make clear that the instructors are responsible for promptly and proactively engaging in substantive interaction with the student when needed on the basis of such monitoring, or upon request by the student.

Course Scheduling for Fall 2021:

- The scheduling process prioritized face-to-face instruction for all classes in the context of social distancing.
- Due to social distancing, additional sections were required in some disciplines.
- A few large classrooms will operate above COVID capacities to allow the Allegany Room, Orvis Auditorium, and Small Event Space to return to their original programming.
- The Orvis Band Room, Pioneer Lounge, and former Pioneer Center administrative spaces will continue to serve as classrooms.
- Hovercams will remain in place to accommodate students that are isolated/quarantined.

Student Success Center (SSC):

- Any meetings requiring small in-person groups will be moved to SDC 204 (larger room).
- One-on-one tutoring will continue in designated locations (library, SDC Learning Lounge, SLC - large spaces where tutoring can maintain social distancing guidelines).
- Virtual tutoring will be available for students to request within a Tutor Matching Service scheduling system. All tutors will be asked to offer both virtual and face-to-face tutoring appointments to offer comfort to those students concerned about frequent social interaction.
- Students will have a choice to meet in person or using Microsoft Teams for weekly scheduled meetings.
- Supplemental instruction will be performed in larger classrooms to increase social distancing and capacity.
- Appointments for testing will be strictly enforced; faculty will alert the Office of Accessibility Services (OAS) if they plan to give a "pop quiz" so that OAS may factor in that potential user
- Professors will be encouraged to continue use of digital exams, when possible, to reduce multiple paper transfer.
- Physical exams will be scanned back to the professor and hard copy can be mailed back, if professor wishes, to reduce unnecessary foot traffic across campus.
- The writing center will have plastic partitions.

Technology Services:

- Plastic partitions will be installed at the Help Desk.
- Help Desk technicians will use hand sanitizer when working with a client. Staff will be required to wipe down computers with sanitary wipes

Library:

- Desktop computer workstations will still be placed at intervals in order to ensure recommended physical separation. Wireless cards may need to be added with spacing
- Hand sanitizer/wipe stations will be available at or near computer workstations. Students are advised to use sanitizer before and after keypad use. Locations for stations will be identified and shared.

Questions regarding academic planning may be directed to the Provost's Office at: GardneL@AlfredState.edu or at ext. 3913.

Residential & Student Life

At this time, Alfred State is *not* enacting additional restrictions on housing status.

- Housing accommodations for vulnerable populations will be met through established accommodative housing processes. For students, this process is organized from the Office of Accessibility Services (OAS). For employees, the process is organized by the Office of Human Resources.
- For fall 2021, the visitor/guest policy shall commence with a no *external* guest policy (non-student visitors). This policy may be relaxed or changed once the semester is underway and COVID-19 infections are shown to be stable at a rate making such change appropriate.
- Virtual floor meetings will be held with each residence hall to discuss expectations around COVID-19 related additions to the Code of Conduct, expectations around family units and guest policies, how to be engaged in programs and activities, and how to reach and access resources on campus. The meetings will also include pre-recorded messages for verification of complete and accurate information dissemination at every floor meeting.
- Throughout the semester, Residential Life will communicate to students by email and via Microsoft Teams, posters, and boards.

Questions about residential services and housing may be sent to Matthew Ryan, senior director of Residential Services at: RyanMJ@AlfredState.edu.

Student Life:

- All activities will be approved by the Office of Student Engagement to ensure that they can have proper safeguards.
- Events will be regulated based on NYS guidance for such gatherings at time/date of occurrence.
- Student Engagement (OSE) will utilize recommended guidelines to screen all participants of any sanctioned in-person events. The department and staff will use meticulous attendance practices to support any future contact tracing efforts, including scanner-based sign-ins to make efficient contact tracing possible later.

- Any student not feeling well (general illness) or that are immunocompromised will be asked to participate in events virtually.
- Recommended PPE or safety supplies to include hand sanitizer stations, disposable masks, and approved supplies to disinfect will be available at the entrance and exit to approved events, if appropriate and/or required.

Questions about activities for students can be sent to Cody Herman, Director of Student Engagement at: HermanCR@alfredstate.edu

ACES (Dining, Transportation)

Dining Services:

- Seating area is redesigned by altering self-service areas (e.g., salad bar) and with seating congruent with New York State requirements.
- Dining staff use of PPE will follow New York State Department of Health regulations.
- Cleaning protocols have been created, such as detail-cleaning on high-contact areas, including disinfecting seating areas after every customer seating.
- Hand sanitizers are available for customer use.
- Point of sale (POS) areas are protected with plastic shields and all payment transactions will be recommended via contactless card method (Campus ID or credit card with limited cash sales taken).
- The TimberLineZ, 10 Elm, Alfie's, Amigos, and the other SGP Food Court eatery will have online/mobile ordering to reduce lines.
- Serving lines have Plexiglas screens for serving areas.
- Soft seating has been reduced from the dining area to expedite sanitation between dining.
- Service will return to china/silverware and only use plastic by request.
- PPE requirements and protocols have been communicated to all food/vendor delivery drivers.

Transportation:

- Masks will be required for all riders. If a rider does not have one, the bus will be equipped with a supply to issue rider(s).
- As our shuttles are not "public" and riders are either vaccinated or tested weekly, seating on all buses or vans will allow full ridership while retaining the *driver's* 6-foot distancing from passengers, which requires the first row of seating to remain vacant. The transportation system will continue to adapt to changing requirements for ridership.
- Cleaning protocols have been created, including detail-cleaning on high-contact areas, along with disinfecting seating areas after every bus run.
- Hand sanitizer is available on all buses. Hours of operation will be extended or staggered as needed to meet DOT driver regulations.
- Training has been completed for all transportation personnel/drivers.
- Shuttle transportation, including shopping trips to Hornell, will continue with the above safeguards in place. The scheduling of additional trips, or trip assignments by family units, may be utilized to reduce density and limit opportunities for cross exposure between family units.

Campus Store:

- The number of customers allowed inside the store will be limited and managed by store staff.
- Point of sale (POS) areas are protected with plastic shields and all payment transactions will be recommended via contactless card method (Campus ID or credit card with limited cash sales taken).
- Hours of operation will be extended or staggered as needed.

Questions about dining and transportation may be sent to David Sengstock, Executive Director of Auxiliary Campus Enterprise Services (ACES), at: SengstD@AlfredState.edu

Facilities (Cleaning & Sanitation)

The campus will clean and disinfect high-touch surfaces, such as common areas and shared workstations, at least once a day and regularly clean and disinfect other surfaces as necessary given the level of traffic and type of individuals who use the space and general risk of community transmission of COVID-19.

The campuses will provide hand hygiene stations or supplies within workplaces for individuals to use; specifically, hand washing, such as soap, running water or disposable towels or hand sanitizing, such as alcohol-based sanitizer with 60 percent or more alcohol where hand washing may not be available or practical.

Increased Cleaning:

- Custodial staff is providing extra cleaning and disinfection to take place in public bathrooms and other high-density areas.
- Liquid hand sanitizer is available and can be requested through the Facilities Department.
- Disinfecting spray bottles can be requested for classrooms and labs to be used throughout the day, between classes to sanitize. Sanitizer works best if allowed to dry on its own.
- Public restrooms are outfitted with Seat Clean disinfecting stations for self-clean in all college bathrooms. Custodial staff will prioritize disinfection of classrooms during normal hours of operations for the specific spaces.
- In athletics and fitness areas: custodial staff will continue to clean the area they usually do using the new protocol. Facilities has provided the athletics and fitness areas with microfiber cleaning cloths, buckets, cleaning products, and any other needed cleaning supplies; if more are needed, they can be requested from the Facilities Department.

Response to Incidents:

- If a confirmed or suspected case appears on campus, all spaces the individual was in will remain unoccupied if possible, up to 24 hours prior to a deep clean and disinfection from the custodial staff. Windows in these spaces will be opened, if possible. After the time has elapsed, the custodial staff will enter and do an enhanced cleaning and disinfection. Not all circumstances will allow for such a delay, but it is important, where possible, we leave the impacted space vacant to help protect our cleaning staff.

Needed Equipment and Supplies:

- Inventories will be maintained for all cleaning products. We are maintaining our current stockpile of supplies in case a supply chain disruption occurs.
- Additional equipment purchases and the implementation of newly approved cleaners and disinfectants, in addition to our already approved products, have been added to the custodial staff's cleaning protocol. The products we purchase have evolved, and our staff continues to be trained on the most effective methods. All custodial staff members have been issued extra microfiber cleaning cloths. They have also been issued pump sprayers for quick application of disinfectant to allow them to disinfect more spaces in a shorter timeframe.
- The bubblers on all drinking fountains will be disconnected or capped, allowing the bottle filler portion to still function. Alfred State added 31 additional bottle filler units.
- The Facilities Department is prepared to do quick setups of college-owned tents to provide outdoor covered spaces, as needed.
- As a facilities adjustment, the college rearranged classrooms and labs with movable seating to ensure social distancing can be maintained.
- The college is increasing outside air changes per hour with air handlers to responsibly maximize the amount of fresh air within the buildings, as current systems permit
- In addition to teaching spaces, common rooms, lounges, and event spaces are being reduced in capacity to follow NYS guidance

Personal Protective Equipment:

Definition: Personal Protective Equipment includes masks (N95, KN95, surgical, general/dust), cloth face coverings, plastic face shields, gloves, gowns, and devices that prevent direct contact such as anti-microbial door openers.

Inventory: The PPE stockpile is housed at the facilities building and procured through the Business Affairs Department. All PPE requests can go to the director of Facilities for distribution; this central storage allows us to monitor usage rates and keep our inventory easily accessible for reporting and reordering. To fully inform and be transparent, we must admit that procurement of PPE is challenging at this time, but we have been able to source enough to support our reopening plan. New SUNY agreements will grant us access to better pricing and supply in the future.

For questions related to PPE, please contact Heather Overholt at: OverhoHM@alfredstate.edu or at ext. 3985.

If you have additional questions, please contact Jon Nickerson at: NickerJD@AlfredState.edu or at ext. 4750.

Health & Wellness

Adaptations to Building & Services

- Spacing, masks, hand sanitizer will be provided in the lobby
- Students with non-COVID-19-related medical issues will enter by appointment only, be escorted by nurse to exam room and then escorted out.

- Only one student at a time will enter the seating area inside the Health Center. This will be known as the triage area.
- In the Wellsville Health Center: only one student at a time will enter the seating area inside the Health Center. This will be known as the triage area.
- The Health Center will not allow unplanned walk-ins; students will need to call in advance to schedule an appointment and a screening will take place for both medical and counseling related appointments.
- A COVID-19 resource line established (answered by H&W) with response hours, Monday-Friday (8:30 a.m. – 4:30 p.m.). These hours are subject to change depending on demand and will be reflected on the Health and Wellness Services website.
- A COVID-19 email has been established (covid19@alfredstate.edu), all COVID-19 concerns or questions, that are not related to a medical emergency, should be sent to this email for Health and Wellness personnel to respond.
- Telemedicine will be offered to sub-acute illness/problems.
- In-person counseling will occur for all vaccinated students, who are experiencing no symptoms of illness.
- Tele-counseling will be offered to unvaccinated students, unless imminent danger is a concern; this is due to the shared physical space with medical, and the needs for counselors to see the full face of the client.

Transportation for Services

- The College employs a Medical Generalist (Advanced EMT) and an adapted van to aid in transports (e.g. to testing facility, to quarantine housing).

Increased Sanitation

- Once the student leaves the room, a thorough wipe down of all common surfaces and equipment with an approved cleaning agent, will be done prior to the next student entering the room (10 minutes needs to be allowed in between appointments for cleaning purposes).

Mental Health Supports and Services

- Services include:
 - a. Alfred State Counseling Services: <https://www.alfredstate.edu/student-life/health-and-wellness-services/counseling-services>
 - b. Promote existing on-campus and community-based mental health treatment and resources, including:
 - ReachOut SUNY: <https://online.suny.edu/covid19/students/local-state-and-national-resources/>
 - Thriving Campus: <https://www.thrivingcampus.com/>
 - c. Provide individual counseling and/or group therapy.
 - d. Advertise the availability of crisis services, including Crisis Text Line, including: NYS OMH Crisis Text Line: Text **GOT5 to 741741**
 - e. Publicize the availability of free online QPR suicide prevention training for students, faculty, and staff at <https://qprinstitute.com/>.

Please see the two sections on Repopulation of the Campus and section on Monitoring: Screening and Testing for more information on testing and screening info. If you have questions regarding medical and/or mental health services, please contact Health and Wellness Services at healthandwellness@alfredstate.edu.

Employee Support

Human Resources' Maria Bordeaux is the COVID-19 compliance coordinator. This role provides contact tracing for campus employees. The position collaborates with the coordinator in Health and Wellness Services for crossover contact tracing involving students.

Each state-operated campus must inform employees that the statewide telecommuting pilot program expired in its current form on July 2, 2021. System Administration is working with the Governor's Office of Employee Relations (GOER) and campuses on a system-wide telecommuting policy that will be submitted to the State for review and approval. This is an ongoing process and the policy is still in development.

We are planning to return to a full in-person workforce for fall 2021. Employees are expected to report to work on campus unless there is a legitimate reason for tele-work. You should discuss your specific circumstances with your manager and HR should you have concerns about returning to work on campus. Employees may be granted accommodations, which may include but are not limited to: adjusted work location, schedule adjustment, office space or PPE adjustment.

Workplace Practices, Policies, and Procedures:

- Cleaning supplies will be available, and employees are encouraged to clean and disinfect their personal workspaces throughout the workday. Employees should follow cleaning product instructions when cleaning your work areas.
- Employees are encouraged to wash hands frequently or use hand sanitizer, avoid touching the face, replace handshakes with head nods and waves and avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible.
- Employees are required to wear a mask that covers their mouth and nose when in the workplace when safe distance cannot be maintained, except where doing so would inhibit or otherwise impair employee health. Failure to wear face masks may result in referral to Human Resources for review and resolution in accordance with their collective bargaining agreement, including disciplinary action or termination. [Emergency Policy on Masks and/or Face Coverings](#) PDF (login required).
- Visitors must complete a Visitor COVID Screening Sheet found on the [HR page](#) of my.alfredstate.edu (login required). Specific medical information will not be requested or conveyed on the form or app. Individuals who refuse to answer health screening questions will be asked to leave campus.

Illness, Exposure and Testing:

- Employees who feel ill should stay home and notify their manager AND Human Resources. If you are already at work and begin feeling sick, you must go home immediately and notify your manager AND Human Resources.
- Employees with symptoms of COVID-19 will be directed to quarantine and seek testing per guidance from the New York Department of Health as a precaution until the results of the test are provided to HR. Testing is required of symptomatic employees unless a clearance is provided by a physician. Employees may be cleared by a primary care physician who indicates the symptoms are common for the employee, (e.g., allergies, migraines, arthritis). Employees may seek testing from a primary care physician (PCP), a preferred test site, or be referred to St. James Urgent Care.
- Employees who have been exposed to a positive case will be sent home and asked to quarantine as a precaution for 10 days. Work-from-home arrangements will be considered where appropriate or leave will be available for 10 calendar days. A thorough cleaning of the workspace used by the infected individual will be conducted if appropriate. Essential Employees may be asked to work following the protocols for essential personnel to return to work following COVID-19 exposure or infection.
- Employees testing positive for COVID-19 will be required to isolate at home for at least 10 days after illness onset and at least three days (72 hours) after recovery. Employees may return upon clearance from the Department of Health.
- CSEA, PBA, PEF and UUP have entered into agreement with SUNY to conduct free, mandatory COVID-19 testing of employees at SUNY's state-operated colleges, Universities, and Hospitals. The agreed upon expectation for testing employees is "no less frequent than testing that occurs for the student population." There is no direct cost to employees for being tested by Alfred State. Should a test result in an employee being positive, any additional medical costs associated with follow up appointments or treatment would be the employee's personal responsibility just as with any other illness or virus exposure.

Employee Wellness:

- Employees can access CDC's information on [Managing Anxiety & Stress](#) to obtain helpful information. If you are feeling overwhelmed with emotions like sadness, depression, or anxiety or feel like you want to harm yourself or others, please know you can contact Human Resources for referral to a counselor. You may call one of the resources below or contact [EAP](#):
 - Alcohol Drug Abuse Hotline: 1-800-662-4357
 - Child Abuse Hotline: 1-800-962-2873
 - Domestic Violence Hotline: 1-800-500-1119
 - LGBTQ+ Suicidal Thoughts Help Line: 1-866-488-7386
 - Suicide Crisis Line: 1-800-Suicide or 273-8255
 - Transgender Lifeline: 877-565-8860

Please send questions related to Human Resources by emailing HR@alfredstate.edu or calling ext. 4025.

Enrollment & Visitors

Per SUNY, Campuses may use their discretion in allowing visitors but must follow any additional New York State or local health guidelines on capacity limits or other requirements.

Prospective Students and Visitors through Admissions: Alfred State is pleased to welcome prospective students and their families to campus with the following guidelines and restrictions.

- **Appointments:** Prospective students and families should schedule an appointment online to visit campus at: <https://www.alfredstate.edu/admissions/visit-us>. Through this registration form, Alfred State collects valuable contact tracing information. If visitors register by phone or with a department, the student's information, including guest information, must be entered online (Slate) as a visit request. If a visitor's information is not entered online, then no visit information, including vital COVID-19 information, will reach our guests.
- **Pre-Visit Information:** Visitors will be made aware that campus visits are subject to the COVID-19 restrictions in place at the time of the visit.
 - Visitors will be made aware of their responsibilities prior to the visit. Currently, this includes required masks for unvaccinated visitors.
 - A link to the Alfred State COVID-19 Dashboard will be shared with guests prior to the visit so they are well-informed prior to the visit.
- **Arrival:** Visitors will check-in with Admissions on the second floor of the Student Leadership Center. The Admissions lobby has been reconfigured for social distancing, if required.
 - Admissions will distribute small hand sanitizer bottles to all visitors and face coverings (if needed).
 - A schedule will be developed for each campus visitor for potential contact tracing.
- **Tour and Visit:** Visitors experience a modified full walking tour and in-person meetings with admissions, financial aid, athletics, faculty and staff in an appropriate space that supports social distancing.
 - Unvaccinated Alfred State faculty, staff and student employees will wear masks unless protective shields have been installed. Conference rooms will be used for interviews to maintain social distancing when needed. Employees will sanitize after use.
- **Walk-in Visitors:** If capacity allows, an unscheduled visitor is given a guided campus tour after completing the visitor registration form. In the event no tour availability exists that day, Alfred State has created an exterior walking tour for unscheduled visitors or when guests prefer a self-guided exterior tour. Admissions has maps and QR codes that are available to share campus information.
- **Group Visits:** Subject to New York State and federal capacity guidelines, group visits will be permitted for recruitment purposes including accepted student days, tours, orientation, open houses, etc. Un-vaccinated visitors will need to be masked.

There is an inherent risk of exposure to COVID-19 in any public place; guests voluntarily assume all risks related to possible exposure by visiting Alfred State.

Athletics

Students participating in varsity athletics MUST be vaccinated (a requirement to participate). This requirement includes both new and returning student athletes.

The following actions to comply with COVID-19 protocols are anticipated for the 2021-22 academic year and will be updated as NCAA and state guidelines for college athletics change.

- Fully vaccinated student-athletes and Tier 1 individuals with no COVID-19-like symptoms may be exempted from routine testing.
- If there is evidence of substantial or high transmission in the community, testing may need to resume. Such decisions will be made in conjunction with local public health authorities and/or federal guidance.
- Fully vaccinated student-athletes and Tier 1 individuals with no COVID-19-like symptoms do not need to quarantine, be restricted from work, or be tested after an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low.
- Game schedules will include out-of-state travel and may be adjusted based upon travel restrictions.
- Testing based upon NCAA guidance for our High Transmission Risk, Intermediate Transmission Risk, and Low Transmission Risk sports.
- Overnight travel is permissible.
- Team meals in restaurants are permissible.

Conference Updates

- The AMCC plans to move forward with all original fall, winter, and spring sports competition as originally scheduled for 2021-22.
- The ECFC (football), ECWC (wrestling), and CSAC (track & field) all plan to move forward with original schedules for 2021-22.
- The AMCC will alter COVID-19 protocols for 2021-22. All required documents will continue to be reviewed by each Athletic Director to ensure the safety and wellbeing of student-athletes while competing.
- Positive cases of all tier one personnel (student-athletes, coaches, and athletic trainers) will continue to be reported to the conference. Athletic Directors will continue to communicate with one another regarding these situations while relying upon health experts to conduct contact tracing and isolating those impacted.

Contest Management and Fan Attendance

- Spectators will be permitted at home events on campus according the New York State guidance.
- The athletic department will continue to broadcast events via streaming services. Links to each broadcast can be found on our team schedules or calendar at www.AlfredStateAthletics.com.

- Game management staff along with University Police will continue to monitor and enforce mask use and social distancing. Appropriate signage will be posted at all entries and throughout our facilities.
- Game officials will continue to follow NCAA, AMCC, and other affiliate conference testing protocol. Officials can be tested on campus where required.

Questions on Athletics can be sent to Jason Doviak, Director of Athletics at: DoviakJM@alfredstate.edu.

Compliance

The Uniform Sanctioning Compliance Guidance, issued on September 25, 2020, was sunset and is no longer in effect. The flexibility to enforce such guidance is returned to the campus. Such enforcement at the campus level will continue through the 2021-2022 academic year. Further details will be distributed by the Office of General Counsel.

The [Office of Student Conduct](#) uses its established procedures to adjudicate alleged violations, determine responsibility, and take appropriate disciplinary/corrective action consistent with any and all SUNY and New York State directives.

Expectations for the appropriate conduct by *faculty and staff* are included within this document, college policies, and other relevant agreements and directives. Reports of noncompliance will be addressed by the [Office of Human Resources](#) in accordance with established protocols. Specific questions relating to the policies and procedures governing faculty and staff conduct should be directed to Human Resources.

It is the responsibility of all members of the college-community to not only observe all COVID-19 regulations, but to also promote safety and appropriately address non-compliance.

Encouraging Compliance

In non-emergent situations, efforts should be taken to encourage compliance with the college's COVID-19 regulations before referring the concern to the Office of Student Conduct or Human Resources.

Reporting Noncompliance

Any member of the college-community or public is welcome and encouraged to report potential noncompliance with the Reopening Plan when efforts to encourage compliance have been unsuccessful or are unrealistic (e.g. encountering a picture or video depicting inappropriate behavior).

- Student Noncompliance
 - Incidents or observed behaviors that are inconsistent with the college's Reopening Plan and COVID-19 regulations involving *students* should be reported to the Office of Student Conduct:
 - Student Leadership Center room 409
 - (607) 587-4065
 - Email: StudentConduct@alfredstate.edu
 - Online reporting form: <http://bit.ly/ascreport>

- Faculty/Staff Noncompliance
 - Incidents of observed behaviors that are inconsistent with the college's Reopening Plan and COVID-19 regulations involving faculty or staff members should be reported to the Office of Human Resources:
 - Huntington Administration Building
 - (607) 587-4025
 - Email: hr@alfredstate.edu

Enforcement in Specific Settings

While any member of the college community may address and report behavior that is inconsistent with Alfred State's safety protocols, the following list identifies settings where noncompliant behaviors may be observed and the stakeholders most likely to encounter them:

- Residence Halls
 - Within the college's residential facilities, Residential Services staff are expected to educate students and guests about relevant COVID-19 regulations, confront incidents of noncompliance, and report such before to the Office of Student Conduct for review and action. Residential Services staff also provide oversight for any active quarantine or isolation housing.
- Academic Settings
 - Teaching faculty routinely enforce college norms to maintain an environment suitable for learning and to ensure student safety. Likewise, faculty members are expected to address noncompliance with COVID-19 safeguards such as the wearing of face coverings. If a student is not responsive to requests that they modify their behavior, or repeatedly fail to comply, the behavior should be reported to the Office of Student Conduct.
- Outdoor Settings
 - In any instances where non-compliance is observed (mass gathering with no masks and failure to observe physical distancing), any person can report the matter to the appropriate offices. These offices include the Office of Human Resources for non-compliance among faculty/staff and the Office of Student Conduct for students.
- Off-Campus
 - The Student Code of Conduct applies to active students both on and off campus. In a situation where non-compliance is observed off campus, including at local businesses, any person may refer the concern and any relevant details to the Office of Student Conduct. It should be noted that such misconduct does *not* constitute an emergency requiring the involvement of first responders (e.g., police).
- Testing Compliance
 - Student compliance with any weekly or otherwise mandated COVID-19 testing will be regularly reviewed by the Office of Health and Wellness Services and Office of Student Conduct, with any necessary corrective action being initiated by

Student Conduct. Faculty and staff testing compliance will be monitored and addressed, if necessary, by the Office of Human Resources.

Police Roles with COVID-19 Requirements:

- Police departments reflect a resource for situations that have graduated to disruptive or urgently unsafe situations. For example, an employee's request for compliance could be met with defiance to include a refusal to leave a classroom, lab, or sponsored gathering. In this situation, the matter is no longer about face coverings but is now a disruption where the impasse requires a third party. The police are an appropriate resource for this assistance. What is important to note is that the police are *not* the primary or first call to initiate a request for simple compliance with COVID-19 regulations.

Resources:

- [Student Code of Conduct](#)
- [Student Disciplinary Incident Reporting Form](#)

COVID-19 Alert Levels & Returning to Remote Learning

The NYS requirements for a mandatory pause are no longer in effect. However, System Administration retains the authority to pause our campus activities in cases of increased community transmission.

Alfred State College will use a series of 'triggers' in considering a return to remote operations and altering operations on the campus.

Internal Triggers (on Campus):

- Severity of cases among population; this will be measured against our isolation housing capacity
- Significant increases in overall positivity rate as identified through pool testing / surveillance monitoring; this will be measured as a percentage of student population positive tests (COVID-19 test and weekly surveillance monitoring results)
- Significant clusters of transmission between/among groups
- Depletion of suitable PPE and inability to procure replacement supplies

External Triggers (local and state conditions/directives):

- Issuance of an order to close from NYS / SUNY; this is measured by region with specific metrics for hospital bed availability and infection rate
- Reduced regional health care service availability/bed space in our own local hospitals in Hornell or Wellsville; we are in contact with both hospitals to monitor their levels

Graduated Responses to Changing Conditions

Alfred State, upon dealing with changing conditions, will graduate its response accordingly:

Green – Normal Operations: cases remain below 3% positivity on rolling 14-day average

Yellow – Elevated Risks: 3% plus positivity rate on 14-day rolling average

- Campus reduces scale or ceases student activities (programs, events)
- Athletics and Greek Life activity restricted or suspended
- Expansion of testing
- Restrictions on ALL guests in residence halls
- Campus visitation reduced or suspended
- Limited seating (e.g., tables for two) in dining operations

Red – Disrupted Operations: 5% positivity rate on 14-day rolling average

- Mandatory shelter in place for students
- Food delivered to residence halls
- Grab-and-go only food service (no in-person dining)
- Select non-essential staff directed to telecommute
- Switch to remote learning (with potential exceptions)