



ALBERTUS MAGNUS COLLEGE

PLAN FOR RETURNING TO CAMPUS FOR FALL 2020

Name of Institution: Albertus Magnus College

Senior COVID-19 Coordinator (Name and Title): Dr. Steven Gstalder, Vice President for Library and Information Technology Services

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Intended date of arrival of the first students (not before August 14): August 24, 2020

Intended date of classes starting: August 24, 2020 for Professional and Graduate Studies (PGS) and August 31 for Undergraduate students

Intended duration of the fall semester or quarter: The fall semester for the undergraduate population will include a combination of face-to-face and online class sessions on campus from August 31 through November 20, 2020, without taking the traditional breaks for the Labor Day and Columbus Day holidays. The semester will continue on-line with students and faculty collaborating remotely on coursework and final projects from November 30, 2020 through December 18, 2020. Adult students enrolled in the Professional and Graduate Studies programs will begin coursework on August 24, 2020 and will continue through two 8-week Mods, completing as scheduled on December 19, 2020.

Date submitted: July 1, 2020

Part 1 – Plan for Repopulating the Campus

Classroom Usage Plans

Albertus Magnus College has rearranged all classrooms and meeting spaces to meet the 6-foot physical distance requirements between all students and the instructors, including other spaces on campus that have been converted into classrooms. Access to the classrooms will be controlled using the two doors in most classrooms, using one for entering and the other for exiting the classrooms. Directional signage in the hallways will similarly manage the foot traffic in buildings to provide social distancing. Portable plexiglass dividers will be available in each classroom for instructors to stand behind while interacting with the class. To accommodate the students' potential increased need for computer access, computer stations will be set up in various locations across campus, configured to allow appropriate six-foot distancing between workstations. Additional monitors with video conferencing capabilities will be added to most classrooms to allow students attending a class session remotely to join the students on campus. In limited cases faculty may also need to join the class remotely. Sanitizing products will be available in every classroom.

To accomplish social distancing in classrooms, students in the undergraduate program will alternate attending class sessions on campus and online to reduce the number of students in classrooms by 50%. Two class options will be available:

1. The fully synchronous option (fully face-to-face): Students meet synchronously twice per week. On the first day, half of the class (Group A) comes physically to class and the other half (Group B) joins synchronously through teleconferencing. On the second day, the two groups exchange places: Group B comes physically to class and Group A joins synchronously.
2. The hybrid option: Students meet face-to-face one day per week, half of the class on the first scheduled day and half of the class on the second scheduled day. The other meeting session is asynchronous, using the eLearning (Moodle) platform.

In the Division of Professional and Graduate Studies, classes already have traditionally been taught primarily in hybrid and online formats, which will continue. In those hybrid courses as needed to allow for physical distancing, classes will be divided in half, and students will follow the second hybrid option described above, except that the two sessions will occur on the same evening at different times.

Classes are held with 15-20 minute breaks between each class to allow students to move safely in buildings during peak class times.

All students, faculty, and staff will be required to wear masks while in the classrooms unless medically unable.

Dining Halls and Food Service Plans

Albertus Magnus College, in conjunction with Chartwells, our food service provider, has developed a detailed plan that ensures the 6-foot physical spacing and restaurant capacity requirements, aligned with the state's protocols for restaurants. The dining room has been arranged to meet these requirements. Requirements including physical distancing in line, sanitizing and single use products such as condiments and plastic ware will be in place. Dining Services will extend food service times, use additional food service locations, and promote grab-and-go options.

All persons are expected to wear masks in dining areas unless eating/drinking or deemed medically unable.

Facilities Usage Plans (Spaces where other groups congregate)

Albertus Magnus College, in conjunction with our facilities and cleaning staff, will ensure that all events (large gatherings, small group meetings/events and student activities) will have social distancing guidelines of 6 feet apart and have appropriate cleaning and sanitation between functions. All students, faculty, staff, and guests will be required to wear masks while on campus unless eating/drinking or deemed medically unable.

Student Activity Facilities (Hubert Campus Center, Bree Common, other common spaces including athletic facilities)

Albertus Magnus College, in conjunction with our facilities and cleaning staff, will ensure that all events (large gatherings, and small group meetings/events and student activities) will have social distancing guidelines of 6 feet apart and have proper cleaning and sanitation between functions. We will ask for an RSVP for events to identify attendees, have participants sign a waiver upon participation in order to do contact tracing (should anyone report a positive result of a COVID-19 test). Event planners will be provided with guidelines to help them plan events according to the established state and college regulations.

All students, faculty, staff, and guests will be required to wear masks while on campus unless eating/drinking or deemed medically unable.

Study Facilities (Library, Computer Labs, and other study facilities)

Computer workstations in the Rosary Hall library have been arranged throughout the building to provide at least six feet distance between each workstation. The computer labs that are typically used for classroom instruction have been converted into standard classrooms by relocating all computers to Rosary Hall and other open areas on campus. The number of computers in other computer labs has been reduced to provide at least six feet distance between each workstation.

Athletics Facilities

In anticipation of fall DIII athletic play (dependent on NCAA, GNAC and CT state requirements) a detailed plan for safe play among students, coaches, etc. is being developed.

Public/external memberships to our Athletic Center are suspended until further notice.

Public rentals of athletic facilities will be handled on a case-by-case basis. All rentals will require strict adherence to the College's safety protocols for athletic play.

Residence Halls (Dormitories)

Albertus Magnus College plans to treat roommates within a room/apartment as a family unit, and will primarily assign students to single and double rooms, with triples utilized where space permits for proper social distancing. Each residence hall will have designated entrance and exit points to limit two-way traffic. Any common spaces will have signage and clear expectations of social distancing and wearing masks when in the areas. For the buildings with communal kitchens, the communal refrigerators will not be accessible to students, but students will still have access to stoves and microwaves. Additionally, students will be encouraged to rent microfridges for the private storage of any food.

Students who are at greater risk for complications of COVID-19 may submit a request for accommodations such as a single room.

Any student events in residence halls will have six-foot spacing between all participants and all persons will be required to wear masks.

Spaces have been allocated to accommodate students who must be isolated, and students will be encouraged to return home to isolate if they are local.

Residence Hall Bathrooms

Students will be assigned to use specific bathrooms by family units to limit the number of students using each one. Toilets and showers with physical barriers in between them will continue to be used and any without barriers will either have a barrier added or ensure 6 feet in between them. Multi-stall bathrooms will be cleaned/disinfected at least once per day, and cleaning materials will also be available to students in each bathroom. Students residing in suites and apartments with private bathrooms will be provided CDC recommended cleaning materials and instructions to clean those spaces.

Orientation and Arrival Protocols for New and Returning Students

Albertus Magnus College will ensure that students living on campus will be assigned staggered times for their arrival and move-in to campus, with stations set up for check-in that have social distancing guidelines, signage, face masks, and hand sanitizer available.

New Student Orientation will be designed to ensure health and safety protocols are followed, proper signage for social distancing, and requiring the wearing of masks in public spaces except when consuming food and beverages. There are two full days for new students to move on campus, spread over various assigned times. The Orientation program will be spread out over three days prior to classes beginning. Activities will be designed to accommodate six-foot distancing at all times.

The College's plan for COVID-19 testing is outlined below in Part 2.

Returning residents will also have assigned move-in times spaced out over two days, allowing for six-foot social distancing and the same measures being put in place for new students.

Personal Protective Equipment (PPE)

Masks

All students, faculty, staff, and guests will be required to wear masks while on campus unless eating/drinking or deemed medically unable.

Albertus Magnus College will offer reusable masks to all members of the Albertus Community. In addition to COVID-19 training, all staff, faculty, and students will be notified of the requirement to wear a mask while on Campus. All members of the College community will be required to sign an acknowledgement of the safety precautions in place. Disposable masks will be available as needed. Students who arrive without a mask will not be allowed into class and directed to the appropriate office for a disposable mask.

Other PPE Requirements

Albertus Magnus College and its vendors will provide all necessary PPE such as face shields, mask, gloves and gowns for those individuals such as health care workers, kitchen and custodial staff as required. These staff members will not be allowed to work without the appropriate PPE. Reusable face masks will be provided to every member of the Albertus Community.

Cleaning Protocol (Disinfection)

Albertus Magnus College in conjunction with a third party cleaning service will follow state and CDC guidelines for cleaning and disinfecting all areas including offices, bathrooms, corridors and public areas. Sanitizing products will be available in every classroom, bathroom and shared space. Hand

sanitizers are placed at every building entrance, in every classroom and dining location. Signs will be posted reminding people to frequently wash their hands.

Travel Protocol

The College will follow CDC, Federal, and State guidelines regarding travel. Members of the Albertus Community have been informed of policies regarding domestic and international travel and will be updated on any policy changes to which they must adhere.

Travel protocol, including the rules for isolation and quarantine, will be updated continually to reflect most current state guidelines.

Policies and Procedures for College Employees (Staffing)

Albertus Magnus College requires all Albertus faculty and staff to read and acknowledge the College's policies. Upon return to campus all employees will acknowledge and sign a safe practices document that includes the use of a self-reporting app. The app advises the necessary preventative/care steps that must be taken based on a person's symptoms. A COVID-19 specific training video has been developed in conjunction with the College's attorney to ensure it meets state compliance.

Those members who fall in the high risk category will be advised of remote work options.

Offices that directly serve students will have plexiglass shields between the employee and student. Signage regarding social distancing, requirements upon entering a building, hand washing and traffic flow will be clearly displayed in all buildings as will the requirement that all students, faculty, staff, and guests will be required to wear masks while on campus unless eating/drinking or deemed medically unable.

All faculty, staff, and students will be required to display their Falcon ID while on campus.

Visitor Access Protocol

Albertus Magnus College will remain an "open campus" and all visitors to campus are expected to strictly adhere to our social distancing and safety protocols including wearing appropriate masks, face coverings, and PPE at all times, adhering to state guidelines regarding the number of persons allowed to congregate at any time, and registering with the appropriate office(s) to gain access to the interior of buildings.

All students, faculty, staff, and guests will be required to wear masks while on campus unless eating/drinking or deemed medically unable.

We will ask for an RSVP for events to be able to know who is coming to events, have participants sign a waiver upon participation in order to do contact tracing (should anyone report a positive result

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of a COVID-19 test). Event planners will be provided with guidelines to help them plan events according to the established state and college restrictions.

Albertus Magnus College will require all visitors to campus to comply with current CDC, State of Connecticut, and College guidelines. Visitors attending events and social activities will be required to follow campus procedures regarding pre-registration, waivers, physical distancing, face coverings, and safe dining and sanitation if applicable. Waivers for each event will remain on file in the Office of College Events and provided to Health Services to assist with contact tracing if necessary.

Albertus Magnus College will require all vendors servicing the institution to comply with current CDC and State guidelines for proper physical distancing, face covering, and sanitation processes if applicable when present on campus. Information regarding visitor guidelines will be posted on the College's COVID-19 page of the website, included on event materials, and on the College's internal portal. Visitor policies and regulations will continue to be evaluated and updated based on current CDC and State of Connecticut guidelines and adjusted as needed.

Students residing in the residence halls will be highly discouraged from having guests.

Part 2 – Plan for Monitoring the Health of Students, Faculty, and Staff

Testing Protocol: Arrival of Residential Students

Albertus Magnus College will require all residential students to obtain a SARS-Cov-2 PCR test no more than 14 days before their arrival to campus and submit those results electronically for review by the Student Health Clinic. Any student who does not provide this documentation will be tested within their first 7 days on campus and will quarantine until results are received and reviewed by their designated administrator. Albertus Magnus College will collaborate with community based agencies to arrange for testing. The College will follow the current Connecticut Department of Public Health protocols for quarantine and isolation of students who test positive and will collaborate with local health officials as needed.

Testing Protocol: Follow-up Testing 10-14 Days Following Initial Test

This requirement was removed in the June 23, 2020 update.

Testing Protocol: Faculty and Staff

This requirement was removed in the June 23, 2020 update.

Testing Protocol: On-Going Beyond Re-entry Period

All Albertus Magnus College students, faculty and staff who meet the current Connecticut Department of Public Health guidelines for testing of symptomatic patients, will immediately be tested. Close contacts will be tested as indicated by Connecticut State guidelines.

Designated administrators will follow the current Connecticut Department of Public Health protocols for quarantine and isolation with regard to symptomatic individuals, individuals who have tested positive, and close contacts of possible/diagnosed COVID-19 cases. Designated administrators will collaborate with local health officials as needed.

Albertus Magnus College will test 5-10% of residential students and residence hall directors weekly, in each residence hall using the RT-PCR COVID-19 test. Sample populations will be both randomized and targeted. Additional testing beyond the re-entry period for asymptomatic individuals will include regular testing of student athletes and testing of a sample of commuters from geographic “hot spots.”

Appointment of a COVID-19 Coordinator

Dr. Steven Gstalder, Vice President for Library and Information Technology Services, will serve as the Albertus Magnus College COVID-19 Coordinator. As such he will serve as the liaison to other

college and university COVID-19 Coordinators and will convene with them as directed. He will oversee reporting for the common higher education Dashboard. The COVID-19 Coordinator will collaborate with the College's health services, human resources, and the COVID-19 Management Team.

Information About Cases Collection Protocol

Albertus Magnus College's protocol for individuals experiencing symptoms consistent with COVID-19 follows the Connecticut Department of Public Health guidelines for testing, quarantine, isolation, and contact tracing. In accordance with this protocol, all students, staff and faculty will immediately inform their designated administrator if they are experiencing possible COVID-19 symptoms.

Designated administrators will:

- advise the individual on next steps;
- inform the individual that if they are tested for SARS-CoV-2 they should alert their designated administrator and have results sent to that administrator as soon as possible;
- follow the current Connecticut Department of Public Health protocols for quarantine and isolation;
- collaborate with local health officials as needed.

Designated administrators will maintain an open and timely dialogue that protects confidentiality so as to understand the scope of COVID-19 on campus. Contact tracing is a critical component of our protocol. Contact tracing will be evaluated critically to identify potential "hot spots" and appropriate follow-up. Albertus Magnus College's designated administrators will collaborate with the local department of public health, as needed.

The College is investigating available apps that facilitate daily reporting of symptoms by students, staff, faculty, and visitors, surveillance and contact tracing, and offer a dashboard for data analysis.

Part 3 – Plan for Containment

Isolation Space Plans

Residential spaces have been set aside that include a bedroom and private bathroom that can be used for isolation spaces. Additionally, there is extra space in this building that could be converted if needed to living quarters. Feeding arrangements will be coordinated with our dining services.

Isolation Plans

When a case of COVID-19 infection is detected in a residential student, Albertus Magnus College will isolate the infected student(s) for 14 days in accordance with Connecticut Department of Public Health guidelines. Any residential student who can leave campus and return home for the duration of their isolation/illness without posing a significant health risk to others will be encouraged to do so. Roommates and suitemates for residential students will be quarantined. Commuter students who test positive will be advised to isolate at home. Contact tracing will be conducted for all positive cases. Close contacts will be quarantined as guided by the Connecticut Department of Public Health. Asymptomatic close contacts of positive cases will be tested. Designated administrators will check in with students with COVID-19 who are isolating at home to ensure appropriate connection to resources.

Medical Care for Those Isolated

The Albertus Magnus College Student Health Clinic will provide telehealth medical check-ins and care coordination for undergraduate students with COVID-19 who reside on campus for the duration of their isolation. Isolation rooms provided by Residential Life will be stocked with items such as a thermometer to facilitate ongoing self-monitoring. Any residential student who can leave campus and return home for the duration of their isolation/illness without posing a significant health risk to others, will be encouraged to do so. Care coordination will ensure appropriate connection to resources, support of basic needs, and additional medical care, as needed.

Quarantine Plans

The College will follow CDC, Federal and State guidelines with regard to identifying students who require quarantine, for example, close contacts of a suspected or positive case of COVID-19, or those who have recently traveled to geographic hot spots. When a case of COVID-19 infection is detected in a residential student, Albertus Magnus College will isolate the infected student(s) in accordance with Connecticut Department of Public Health guidelines. Any residential student who can leave campus and return home for the duration of their isolation/illness without posing a significant health risk to others, will be encouraged to do so. Roommates and suitemates for residential students who are considered to be a part of their “family unit” will be quarantined. Additional close contacts will be quarantined on campus or at home. On a case-by-case basis, roommates may remain together in their current residence if they have a shared bathroom not used by others for the duration of their quarantine.

Contact Tracing

Designated administrators will serve as contact tracers for the College and will complete a contact tracing training program such as the ones offered by the CDC or Johns Hopkins University. The Albertus Magnus Health Clinic will serve as the primary contact tracer for all students and Human Resources will conduct the contract tracing for all staff and faculty. The New Haven Department of Public Health will be consulted in these processes. Additionally, if any apps are available to assist with this process, they will be explored and utilized.

Health Services Liaison

Albertus Magnus College has established contacts at Fair Haven Community Health Center, Yale-New Haven Health System, and the New Haven Department of Health, to assist in the case of a surge on campus or in the region. These relationships will be critical in the event that we need to increase access to testing, medical assessment, and medical treatment. The College will continue to develop these relationships as well as specific options in the event of a surge.

Part 4 – Plan for Shutdown

Shutdown Plans: Initiated by Albertus Magnus College

The College will work with the local and state departments of public health to determine if a serious outbreak has occurred on campus. If it is determined that the College needs to move to a remote format, as it did in March of 2020, similar processes will be followed. The identification of students in need of isolation and quarantine will be of the highest priority. In this situation the current, dedicated isolation spaces will be insufficient for continued housing of those in isolation and quarantine. Residential life will carefully evaluate spaces on campus to support isolation of quarantine with minimal relocation to avoid the moving of individuals who may be contagious. Residential students who do not need quarantine or isolation will return home, as directed by Residential Life. The campus will close and only employees whose jobs provide essential on-ground functions will continue to work on campus under strict safety guidelines. All other employees will assume remote work. Learning will shift to a complete online format. The College will follow any guidelines for those returning home or to remote work/learning with regard to self-monitoring or other health precautions. Employees and students will continue reporting to their designated administrators.

Timely, transparent communications to all stakeholders will be critical during the shutdown and thereafter.

Shutdown Plans: Initiated by the State of Connecticut

In the event of a statewide shutdown, Albertus Magnus College will follow the instructions set out by the Governor of the State of Connecticut.

Plan for Continuation in Case of Shutdown

In the event of a shutdown, instruction will continue fully online, as it did in the spring 2020 term. To accommodate social distancing, the College is designing all courses for the fall term so that all sessions will be offered either synchronously or asynchronously online in tandem with face-to-face instruction. This will make the transition to fully online instruction relatively seamless. A series of faculty workshops are being held this summer to support faculty in implementing best practices in synchronous online instruction, and the College is investing in additional technological infrastructure to support students and faculty.