

University of Bridgeport

RE-OPENING PLAN PHASE 3

Name of Institution: University of Bridgeport

Senior COVID-19 Coordinator (Name and Title): Robert Schmidt, Chief Operating Officer

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Intended date of arrival of the first students: August 13, 2020

Intended date of classes starting August 27, 2020

Intended duration of the fall semester or quarter: August 27, 2020 through December 11, 2020

Date submitted: 8/5/2020

PART 1 - PLAN FOR REPOPULATING THE CAMPUS

Classrooms:

The University of Bridgeport under the leadership of the provost office physically assessed all classroom spaces for feasibility in accordance with the 6' social distancing guideline. Upon conclusion of the assessment, new occupancy values were concluded for each space. New values were compared to classroom occupancy baseline and a likely utilization rate of 33% or less. Following the occupancy calculation and general audit a circulation and access plan commenced. All spaces were investigated for stairs, elevators, building entry/ exit points, etc. to determine if a classroom was feasible for use. All components were utilized for inclusion in the Ad Astra class registration system, summary as noted below for each college.

College of Arts & Science – 34% online, 17% in person, 49% hybrid

College of Engineering, Business & Education – 58% online, 28% in person, 14% hybrid

College of Health Sciences – didactic classes 100% online, labs in person

A few key elements of the plan:

- Classroom hours have been extended to a 13 hour day
- Classrooms in taller buildings have been relocated/ moved to online
- Student schedule established to include break times between classes to limit number of students in any given building
- Advisors working with various students to accommodate 100% online schedules
- Three classroom models have been developed based on the reduced occupancy of each space – fully online/ in person/ hybrid

All students, faculty, and staff will be required to wear masks while in the classrooms unless medically unable. All classrooms will be provided with cleaning kits and proper signage for occupancy and where to sit.

Clinical and Lab specifics:

At a minimum, labs will be populated at 50% room capacity or less to maintain the 6-foot social distancing guideline. Programs will use the following methods to achieve social distancing and minimal contact:

- Create multiple lab groups and use two rooms simultaneously



- Create multiple lab groups and hold additional lab sessions
- Split the lab groups into groups of five or less within different areas of the lab using a rotating format
- Hold lab hybrid sessions using virtual and on campus methods to minimize exposure
- Hold lab session online
- When students must pair up or be placed in small groups for lab sessions, the same person(s) will stay in that group for the entire semester.



The Health Sciences Center (HSC) will operate for the purpose of delivering patient care. Didactic classes will not be held in the HSC and will be conducted at other campus facilities. At a minimum, the UB Clinics will be populated at 50% capacity or less to maintain the 6-foot social distancing guideline. Programs will use the following methods to achieve social distancing and minimal contact:

- Schedules will be created to stagger patient appointments, use of exam/treatment rooms, providers and staff to minimize potential exposure
- Limit the number of providers and students in patient rooms
- Remove unnecessary equipment/ furniture in exam/ treatment rooms and other clinical use spaces, locker rooms, lounges.
- Discourage use of congregating areas in between patient appointments

Dining Halls:

The University of Bridgeport in partnership with Sodexo and the Bridgeport Department of Public Health have establish a food service model to accommodate 6-feet of social distancing for patrons, food service employees and custodial teams members during the fall semester, summary details and locations as follows:

- An additional location at the core of campus will be opened at lunch to reduce peak traffic time at Marina, Wahlstrom and the Hub
 - Cloth face coverings will be required by all when not eating
 - Seating at all venues will be reconfigured/ labeled to create appropriate social distancing
 - Locations will operate via an order ahead mobile app for fast and touchless transactions
 - Facilities and Sodexo team members will follow refined cleaning and disinfecting protocols
 - Limits will be placed in terms of how long students can remain in dining halls
- Marina Dining Hall – modified and restricted seating in a food court environment and take-out as follows:
 - a. Reduced seating capacity to ensure social distancing
 - b. No self service
 1. Salad bar, grainary, dessert, soup will be attended or pre-packaged
 2. Existing Pepsi Beverage Units (Toggle) (*under review by DPH*) will be utilized for dine in customers and paper cups and lids used for takeout diners.



3. Hydration stations removed, juice will be prepacked for takeout.
 - c. Salad bar reduced to two prepared, prepackaged salads and dressing packets. Soup offering limited to 1 per day with use of warming plate and paper soup containers, prepacked crackers.
 - d. Bagels, fruits and baked goods individually wrapped cereals pre-pack or attended with ½-pint milks.
 - e. Attended stations will serve the dish of the day either in takeout boxes or on plates as applicable for dine in or take out.
 - f. Physical modifications at cashier and service platforms:
 1. Plexiglas barriers installed where they are missing and extended above existing sneeze guards where applicable. (Current sneeze guards meet the 24" requirements at serving stations)
 2. Touchless payment/ use of current scanners and touchless payment systems. (scan and go)
 - g. Hours of operations modified to account for changes in class schedule.
 - h. Revised traffic patterns to ensure social distancing including restricted access, floor markers, signage for clear direction and floor manager presence.
 - i. Cleaning and preventative disinfecting process frequency at high touch points
 - j. All tables will include cleaning kits for cleaning between each use, both by occupant/ Sodexo and periodic custodial personnel.
 - k. Designated recovery times/ closures throughout the day established to allow for sanitization of all open areas.
2. Hub – Modified and restricted seating, remote mobile pre-ordering, kiosk ordering and take-out.
- a. Reduced seating capacity to ensure social distancing.
 - b. No Self Service
 1. Self-Serve fountain sodas will still be available and will be utilized (Toggle) (*under review by DPH*) for dine in customers and paper cups and lids used for takeout diners.
 2. Condiments will be distributed through the grill workers and self-serve condiment stations will be closed.
 - l. Orders will be placed at the kiosks or via UB App.
 - c. Physical modifications at service platforms:
 1. Cashier station suited with plexiglass to reduce exposure.
 2. Stanchions utilized to create wait lines at a cashier station with 6' markers on floor.
 3. Hands free payment system utilized.
 - m. Hours of operations modified to account for cleaning and sanitizing.
 - f. Revised traffic patterns to ensure social distancing:
 1. iOrders will be placed at the kiosks or via UB App.
 2. Floor markers and signage for clear direction.
 3. Enter in main front doors, exit alternate double glass doors.



4. A Dining Team member (supervisor) will be stationed at the kiosk to clean and help ensure guests are following protocols.
 - g. Menu and production strategies to ensure BOH compliance – semi-simplified menus.
 - n. Cleaning and preventative disinfecting process frequency at high touch points.
 - o. All tables will include cleaning kits for cleaning between each use, both by occupant/ Sodexo and periodic custodial personnel.
 - p. Designated recovery times/ closures throughout the day have been established to allow for sanitization of all open areas.

3. Fresh Tossed - Modified and restricted seating allowed, remote mobile pre-ordering, kiosk ordering and take-out.
 - a. Reduced/ eliminate seating capacity to ensure social distancing.
 - b. Remove and store seats and tables to open up space and ensure compliance.
 - c. No self-service.
 - d. All specialty beverages prepared to-order, no condiments.
 - e. Contactless operation and mobile and remote ordering app and kiosks.
 - f. Hours of operation limited to lunch only for limited menu.
 - g. Revised traffic patterns to ensure social distancing.
 - h. The students will select and pick up their desired meal, scan at the register, then exit on the right-hand side of the student center.
 - i. Limited retail offer.
 - j. Cleaning and preventative disinfecting process frequency at high touch points.
 - k. This location will offer meal exchange and retail at lunch to serve as an overflow and reduce density Marina and the Hub.
 - l. Ensuring that we are reducing contact between the dining team and students, all food will be handed out from the stations from dining member to students over the counter.

Spaces “where other groups congregate”:

Library - The University of Bridgeport in collaboration with Academic Library Directors from all over Connecticut, June 6th Governors guiding principles for libraries and Library Recommendations for State Schools have developed a reopen plan for our library. Plan specifics include the following:

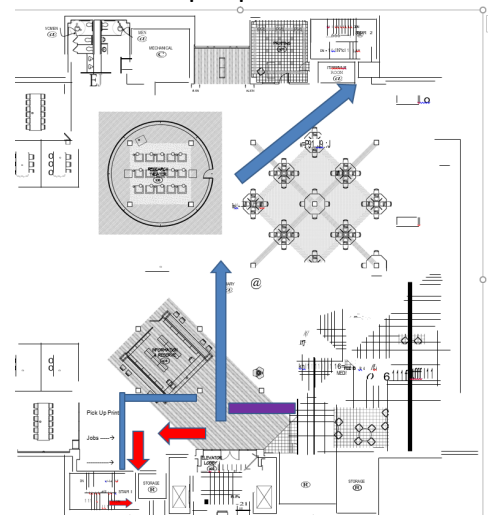
- Revised traffic flow, reference model.
- Electronic check in station to monitor who is in the space and number of people.
- Relocation/ reorganization of all tables and chairs.
- Remove computer stations in clusters where social distancing cannot be accomplished.
- Print requests will be restructured using a third party vendor to eliminate student contact with equipment, service by the library team and distributed via a vertical rack behind plexiglass.

Red arrows:

Students will enter through the main lobby through open doors for print job pick up, reserved items, etc. and easily exit through the fire stair.

Blue arrows:

For students who want to use the library, check in will be required at the information desk as they enter with a



contactless scanner. Students will be required to follow social distancing guidelines while using the library.

Purple rectangles:

The application of bookshelves and inverted/ decommissioned seating will isolate the library entry points and isolate the space from a neighboring coffee shop.

Student Center – Large traditional events will be tailored to achieve social distancing guidelines, examples include the following:

- Parent and Family Day, SIS Fair, Homecoming, Welcome Week, etc. will be modified as flexible and accommodating for individuals. There will be attached one sheets with virtual, in-person with social distancing.
- Open Houses will operate in a virtual environment.
- Fall Welcome Week, will be modified to a shorter schedule and held virtual or 100% outdoors.
- Parent/ family day and homecoming will be held virtually or cancelled.
- Student staff training will be held in large spaces where social distancing can be achieved.
- Game zone/ esports will be implemented online.

General open space guidelines and oversight process:

- Rentals of open venues will not be permitted.
- All departments, programs and colleges have been assigned a Program Administrator to complete location specific checklists regarding engineering and administrative controls, PPE, training, screening and monitoring, cleaning and disinfection.
- Common areas in campus buildings include signage requiring 6 foot social distancing.
- All buildings will be secured, accessible via card access only following authorization by Program Administrators.

Athletics:

The University of Bridgeport will not participate in any intercollegiate competition or full team practice for the Fall 2020 semester/ athletic season. Furthermore, visitors will not be permitted to utilize athletic facilities, pool or other recreational facilities.

Student athletes will have access to the primary athletic facility for voluntary and supervised use for purposes of weight training, conditioning and skill development. Sessions will be conducted either individually or in small groups adhering to state guidelines. Supervisors will be masked at all times and monitoring 6 feet social distancing. The facility will be open during restricted times, allowing multiple sanitization applications before, during and after use. All activities will be supervised by an Athletic Program Administrator in conformance with their tailored plan. The facility will have one entry point for monitoring occupancy. Specifics for each sport as follows:

- Soccer/ lacrosse-use of Knights field in groups of 1-5 athletes max 10. Skill training only, no competition and no physical contact.
- Volleyball/ basketball, small groups of 1-3 athletes, adhering to 6 feet distancing. Skill training only, no competition and no physical contact.
- Softball/ baseball in groups of 1-5 athletes max 10. Skill training only, no competition and no physical contact.
- Gymnastics in a collective session of no more than 5-6 athletes in the area at once. Individual use of equipment with proper cleaning between each workout (sanitation provided) equipment will be 12 feet apart.

Athletics will focus on providing student athletes with small group practices that adhere to social distancing guidelines. Additionally, individual and small group positional meetings will be scheduled for video analysis as well as weight training and speed/ conditioning sessions. Winter sport practice will begin on October 15, 2020, a decision will be made later in the fall whether teams will return after winter break. Spring sports teams will be permitted 15 coach-led practices during the fall to help prepare for the upcoming season. Sports Medicine staff will work with coaches and student-athletes to develop enhanced personal hygiene and equipment cleaning procedures.

Dormitories:

The University of Bridgeport in coordination with several other CCIC peer schools, our internal Public Health professional team and Health Sciences division have addressed several key elements to residential living on campus. A primary focus on density has achieved an approximate 70% utilization rate, therefore reducing the number of individuals sharing bathrooms and common spaces. UB will be following the family unit approach reflected in the reopening guidelines, students interacting with others beyond one's family unit will be required to follow all UB interim COVID-19 policies, student conduct guidelines and proper safety precautions including social distancing and face coverings.

Common areas in residence halls have been assessed, new occupancy limits and seating layouts will be coordinated to reflect 6-foot distancing.

Residence hall bathrooms will be cleaned and disinfected by Custodial staff 7 days per week and 2 times per day. A comprehensive cleaning plan has been established by the C&W facilities team for the space including sanitization tools and the 360-touch point cleaning philosophy. Residence hall directors will train students on which facilities to use, sanitization techniques, cleaning kits and best practices. All dormitory bathrooms will include custom signage as a reminder of best practices. Hand dryers in all University bathrooms have been disconnected and replaced with paper towel dispensers; all bathrooms also include soap dispensers. Students will not be permitted to store personal products in the bathrooms.

Students living in houses, small residence units and dormitory suites will be provided with a cleaning kit. Students will be trained by res-life staff on proper cleaning techniques, including frequency.

Students who requested alternative housing due to risk level are being housed in appropriate locations.

Isolation and Quarantine

The University of Bridgeport has reserved multiple locations for Isolation including two apartment buildings with private bathrooms, one entire floor in an underutilized dorm, five total floors in two vacant dorms and one rooming house with multiple bathrooms. In addition, the University is opening three floors of a vacant dorm for Quarantine.

In summary, the University will have 30+ Isolation spaces, 90+ Quarantine rooms and a dedicated apartment in the Quarantine building for an Isolation/ Quarantine coordinator.

Orientation/Arrival:

Orientation has been moved to a mostly virtual format with online curriculum and meetings. The vast majority of Orientation was completed virtually in July for new and returning students. Upon arrival to campus, small group meetings will take place in spaces large enough to facilitate 6 feet of physical space.



Arrival: International students and students from Affected States will be permitted to move in between August 13 and August 16 to commence the self-quarantine process. Traditional move in will occur with a reservation process between August 21st and 26th for phased student arrival. A limited number of residents will be permitted to reserve a time slot, staggered across five buildings in multiple shifts to maintain social distancing and reduce numbers throughout the process. All students from Affected States will be required to self-quarantine in one of the designated quarantine spaces on campus.

Personal protective equipment:

All University Employees and Students will be provided with cloth face coverings, over 6,000 units were ordered and received. All UB community members are required to wear face coverings, all buildings will be labeled with signage as a reminder to wear face coverings. University employees and students are required to follow COVID-19 interim policies, specifically as follows:

INTERIM FACE COVERING POLICY

Unless prevented to do so because of a medical condition, all University of Bridgeport (the “University”) employees and members of the campus community are required to wear a cloth face covering, or a higher level of protection, which covers the mouth and nose in public as well as in all common areas and wherever social distancing is unavoidable. Employees may wear their own face covering or receive a face covering from the University. If an employee has a medical condition which prevents them from wearing a face covering, Human Resources must be contacted (203) 576-4588.

Compliance for all employees is managed by the respective Program Administrator, reference current PA list below.

Students’ compliance is managed by the office of Residential Life and Student Affairs with the following Failure to Comply policy:

Failure to Comply:

Failure to comply with the University of Bridgeport (the “University”) COVID-19 policies for students will result in one or more of the following measures: written warning, removal from class, fines, probation, suspension and/or expulsion from the University.

Failure to take the COVID-19 test will result in a \$250 fee being added to a student's account. Those students will also be referred to the Dean of Students for follow-up. Students will be given an opportunity to explain any extenuating circumstances for their non-compliance. Follow-up actions will be based on the particular situation for each student.

Other PPE requirements:

The majority of UB’s physical plant, food service and operational team is outsourced to a few key partners who have supplied their team members with the appropriate PPE including masks, gloves, gowns, head coverings, shoe coverings, and face shields if required for their specific roles. Key partners include C&W Services, Sodexo, Securitas and Affinco who are all required to follow the Universities interim COVID-19 policies.

Where face-to-face encounters cannot be avoided, the University has installed Plexiglas barriers, social distancing signage and floor markings. Furthermore, the Universities clinical program will follow healthcare worker guidelines for PPE and infection control protocols.



Disinfection:

The Universities two cleaning partners, Affineco and C&W Services have developed tailored cleaning and disinfection protocols in accordance with State guidelines and CDC by area type.

The Universities clinic includes a partnered approach to cleaning and disinfecting with C&W and Clinical personnel.

- C&W services and Affineco (“custodial”) developed a strict disinfect patrol to perform a 360 clean/disinfect until the start point comes full circle. Clean to Disinfect Ratio is a standard disinfecting technique that will be applied into the daily routine through ongoing training. In doing so, custodial will generate a cart per employee that will be equipped with both cleaning and disinfecting products to provide a one-stop shop, incorporating dwell time into cleaning space.
- Custodial will increase the frequency of cleaning to disinfecting following the CDC guidelines and the state/ local health departments, frequency for high touch points will follow a minimum of two times per day.
- During each shift there will be an increased presence concerning points of contact that are or cannot become touchless. Entryways that remain closed - panic bars, push plates, windows, ADA access, handrails; seating, benches, chairs, tables, etc. A basic categorized list is as follows:
 - High level touch points i.e. all entryways that are non-ADA, ADA push buttons, passenger elevators and touch points associated, handrails, restrooms, dispensers and water fountains unless decommissioned.
 - High touch points associated with common spaces.
 - Kitchens, common lobbies (tables/chairs), hallways and all entry/ exit doors for buildings open during this phase.
- Office space will be cleaned by the occupant with University provided cleaning supplies to maintain social distancing and allow cleaning team to concentrate on public spaces. Workstation cleaning procedures will be followed by all staff, faculty and students in accordance with the CDC guidelines.
- All building entrances and elevator lobbies are equipped with hand sanitizers.
- All classrooms, dining areas and various open spaces are equipped with cleaning kits.
- All bathrooms are equipped with disinfectant, soap and paper towel dispensers. All powered hand air dryers have been disconnected.
- Clinical disinfecting products: Medical grade hand and equipment sanitizing wipes are available in all treatment rooms throughout the Clinics. The disinfecting process of equipment and other hard surfaces in patient care areas/ common areas is conducted by faculty/ student clinicians. Strict cleaning protocols will be followed and specialty tools will be used in the Fones Dental Hygiene operatory twice daily. All treatment rooms are disinfected by University cleaning personnel appropriately trained in disinfection processes.

Travel:

The University of Bridgeport is discouraging travel for all community members beyond their residence, workplace, clinical rotation and normal schedule. All community members will be required to self-quarantine per local, state and federal guidelines following any applicable travel. The University is utilizing a shared responsibility process with multiple Program Administrators to monitor the community and maintain best practices, policies and procedures.

Staffing:

The University of Bridgeport has developed a return to work/ campus plan that includes several key components including the following:

- *Return to Work Plan SUMMER 2020* specifically stating high risk individual instructions, daily health assessment/ screening, guidance for managers, guidance for employees, etc. A few references from the plan as follows:

OVERVIEW

The State of Connecticut issued Phase 1b and 2 reopening guidelines which included non-residential workforce programs, clinical/ laboratory courses, graduate programs and small scale residential pilot programs. The Higher Education Subcommittee issued its proposed guidelines for the reopening of colleges and universities to Governor Lamont which would allow colleges and universities to reopen their campuses. The University of Bridgeport Emergency Response Team and Fall 2020 Planning Team has developed a phased return-to-campus plan to begin on June 15, 2020 based on the rules, proposed guidelines, regulations of the local health department in addition to the guidelines issued by the Center for Disease Control and Prevention.

As a general matter, employees who can successfully working from home should continue to do so unless the operational needs of the University of Bridgeport (the "University") dictate otherwise. Employees should work with their immediate supervisors regarding work from home options. The maximum staffing percentages on page two are not meant to be targets; it is expected many departments will fall comfortably below the suggested caps.

Faculty or staff who are sixty-five years or older or have an underlying medical condition or a household member with underlying medical condition which may create a higher risk of severe illness from COVID-19, will not be required to work in a setting which could expose them to infection.

GUIDANCE FOR EMPLOYEES

- Self-screen daily before going to work for any of the symptoms currently associated with COVID-19. The University will require every employee fill out a health survey and submit before reporting to work. In preparation, employees should get in the habit of performing a daily self-screen. COVID-19 symptoms may appear two to fourteen (2–14) days after exposure to the virus. These symptoms include:
 - Cough/ Shortness of breath or difficulty breathing/ Muscle pain
 - Sore throat/ Known close contact with a person who is lab-confirmed to have COVID-19
 - Chills/ Loss of taste or smell
 - Feeling feverish or measured temperature at or above 100.4 degrees Fahrenheit
- **If you are not feeling well, please DO NOT come to work, especially if you are experiencing any of the symptoms listed above. Contact your health care provider for guidance and notify your supervisor of the necessary absence.**
- UB COVID-19 safety training will be provided through the UB Portal, participation is required.
- Rigorously practice hand hygiene, cough etiquette, cleanliness, and sanitation.
- Wear a protective face covering (over both your nose and your mouth) when occupying common spaces inside campus buildings.
- Follow all reopening guidelines in the department, program or location specific reopening plan administered by your department Program Administrator.
- Maintain 6 feet of social distance, rigorously practice hand hygiene, cough etiquette, cleanliness, and sanitation.
- Discourage from sharing desks or equipment and wipe down your own desk and equipment regularly.
- Continue to utilize Microsoft Teams or Zoom for meetings. Meetings in conference rooms or common areas should be kept to a minimum and meetings may only take place with physical distancing and appropriate wiping down of common-touch surfaces by the department after use.

GUIDANCE FOR STUDENTS

- **Self-screen daily before going to campus/ class** for any of the symptoms currently associated with COVID-19. The University will require every student to fill out a health survey on the LiveSafe app and submit before coming to campus. In preparation, students should get in the habit of performing a daily self-screen. COVID-19 symptoms may appear two to fourteen (2–14) days after exposure to the virus. These symptoms include:
 - Cough/ Shortness of breath or difficulty breathing/ Muscle pain
 - Sore throat/ Known close contact with a person who is lab-confirmed to have COVID-19
 - Chills/ Loss of taste or smell
 - Feeling feverish or measured temperature at or above 100.4 degrees Fahrenheit
- **If you are not feeling well, please DO NOT come to campus**, especially if you are experiencing any of the symptoms listed above. Contact your health care provider for guidance and notify your supervisor of the necessary absence.
- UB COVID-19 safety training will be provided through the UB Portal, participation is required.
- **Rigorously practice hand hygiene, cough etiquette, cleanliness, and sanitation.**
 - Return to work check list (Managed by and filed by the Program Administrator [paper form](#))
 - Employee self-certification return to work (Managed by the Program Administrator, issued to HR once complete, [paper form](#))
 - UB training (UB Portal)
https://myub.bridgeport.edu/ellucian_const_employee/Pages/default.aspx
 - Daily health assessment (LiveSafe app)
 - Daily contact tracing data = web form on UB Portal, <https://webforms.bridgeport.edu/covid-19-ub-employee-contact-information-sheet/>
 - COVID-19 Interim policies (UB Portal)

Access:

The University of Bridgeport will be a closed campus during the fall semester/ pandemic. All primary service contractors will be required to submit a COVID-19 work plan, including policies/ process/ procedures. All non-service visitors will require conditional approval from the Fall Planning Leadership Team.

Building access - over the past few months the University executed two card access projects on key buildings to further secure the campus. Access control modifications will allow all primary buildings to remain locked. Any unlocked buildings for limited periods of a day will be monitored by University personnel.

All visitors to the campus will be required to follow similar protocol as University community members, including the following for visitors/ vendors that visit campus more than once:

- CtReopens (For review only for full training)
- UB Return to Work Plan Summer 2020 (For review only for full training)
- UB COVID-19 Safety Training & Quiz (For review & complete quiz for full training; to be turned over to the authorizing person meaning a Program Administrator, Campus Security or Facilities)
- UB COVID-19 Interim Policies (For review only for full training)

- COVID-19 Self-Certification campus access (For all to be completed before arrival and turned over to the authorizing person)
- UB Daily Health Assessment (For all to be completed before arrival and turned over to the authorizing person)
- UB Contact Information Sheet (For all to be completed after their visit/ work is done and turned into the authorizing person)
- Visitor/Vendor Training Completion Check List (For those doing full training, complete after training and turned into the authorizing person)

The following are documents that have to be completed by 1-time visitors/ vendors that visit campus:

- COVID-19 Self-Certification campus access (For all to be completed before arrival and turned over to the authorizing person)
- UB Daily Health Assessment (For all to be completed before arrival and turned over to the authorizing person.)
- UB Contact Information Sheet (For all to be completed after their visit/ work is done and turned into the authorizing person)

Testing upon arrival:

All residential students, regardless of home state, and commuter students that are from out of state are required submit a negative test taken within 14 days of move-in (residential)/ first day of classes (commuter), but preferably within 3 days.

PART 2 – PLAN FOR MONITORING THE HEALTH OF STUDENTS, FACULTY AND STAFF

Testing of students in residential institutions for the COVID-19 virus upon arrival on campus, follow up testing, front facing employees, ongoing testing:

Following extensive review of data from epidemiologists, public health experts and in coordination with the Universities public health professionals a COVID-19 Testing Policy has been established.

Policy summary - all residential students, regardless of home state, and commuter students that are from out of state must submit a negative test taken within 14 days of move-in (residential)/ first day of classes (commuter), but preferably within 3 days. Commuter students will be assigned an additional test date during the second week of classes. 5-10% of all employees, service providers, students and University community members, will be included in weekly pool for random RT-PCR-COVID-19 testing. This will include random sampling of the population and targeted testing to identify person-to-person spread of the virus and guide the implementation of control measures throughout the semester. Any residential students who arrive on campus without the necessary negative test data will be required to leave or self-quarantine if authorized to do so.

The University of Bridgeport is requiring front facing employees and contract partners to submit a negative test taken within 14 days of interaction with students, preferably within 3 days. All employees and contract partners who fall into this category will also be required to participate in the 5-10% weekly testing process noted above. Testing will be conducted weekly at the ABC building, a convenient location with parking, ADA accessibility and convenient staging for UB's testing partner.

Testing partner – The University has aligned with Southwest Community Health Center for COVID-19 testing on campus through a MOU.

Appointment of a COVID-19 Coordinator:

The University of Bridgeport has appointed Robert Schmidt as the COVID-19 coordinator with support from the following departments:

- UB Emergency Response Team
- UB Fall Planning Leadership Team
- UB Student Health Services
- UB College of Health Sciences medical professionals
- UB Public Health Professionals

Protocol for collecting information about COVID-19 cases:

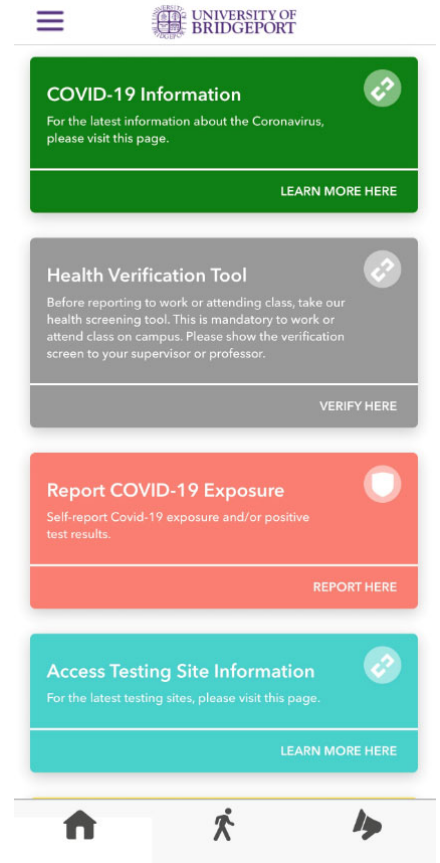
The University incorporated COVID-19 features into their existing Campus Live Safe APP. All faculty, staff, employees and students will be required to download the Live Safe APP; multiple platforms are available, including access from a traditional webpage. The Live Safe APP includes a daily health assessment process, reporting platform and several other key features. In addition to Live Safe, mandatory training platforms and interim COVID-19 policies reiterate reporting protocol and process.

PART 3- PLAN FOR CONTAINMENT

Isolation space/ protocol/ medical care:

The University of Bridgeport has designated multiple locations for isolation including two buildings at University Place Apartments (8 units), one floor of Cooper Hall (4 units), five floors of North/ South Hall (20 units) and 296 Park (4 units.) If a residential student tests positive for COVID-19, the Emergency Response Team action plan is activated which includes summary as items as follows:

1. Student contacts Student Health Services (SHS) per COVID-19 Testing Policy.
2. SHS coordinates with the Office of residential life to collect the UB student COVID-19 “GO BAG” which will include student essentials required during isolation.
3. Office of residential life escorts the student from SHS to one of the designated isolation locations.
4. Office of residential life verifies the rooms is complete with a care kit, cleaning kit and snack kit.
5. SHS notifies the University COVID-19 coordinator.
6. SHS and COVID-19 coordinator contact facilities to commence cleaning and disinfection process.
7. SHS will further provide the following:
 - Offer telehealth services to student(s) in quarantine, checking on them twice daily. If their condition worsens or if they are showing emergency warning signs for COVID-19, will call 911 (notify the operator that they are seeking care for someone who has or may have COVID-19) or call ahead to the local emergency facility (Yale New Haven Health Bridgeport Hospital or Hartford Health Care St. Vincent’s Medical Center.



- Coordinate with and notify Security.
 - Refer students to Counseling Services for support.
 - Inform Registrar’s Office that student needs to be excused from classes/ clinical for specified period of time.
 - Follow-up with the hospital on students’ condition within 24 hours.
 - Inform Dean of Students who will collaborate with Office of Student Accessibility Services as appropriate regarding accommodations that may be needed for students to transition to online/ virtual learning.
 - Inform faculty/ program administrator(s) as appropriate.
 - Initiate contact tracing process and assign a contact tracer to the case.
8. During isolation, food will be delivered by the Office of Residential Life from the main dining hall through Bite APP.
 9. During isolation, the office of residential life will coordinate laundry support services.

Quarantine protocol:

The University of Bridgeport has designated Bodine Hall for quarantine, three full floors plus one partial floor, 90+ rooms. All residential students are required to quarantine per the contact tracing process and testing policy.

Contact tracing:

In circumstances which a UB community member tests positive for COVID-19 or is determined to be a presumed positive for COVID-19 by a medical professional, the community member must contact the respective COVID-19 positive test result contact noted in the COVID-19 Testing Policy:

- Students – Student Health Services (“SHS”) at (203) 576-4712 or healthservices@bridgeport.edu
- University Employees - Human Resources (203) 576-4588 or hr@bridgeport.edu
- University Service Providers - Respective Human Resource Department and UB main contact.

The community member will remain in self-isolation for 14 days. Human Resources or the Office of Residential Life will assign one of the identified and trained contact tracers to the case. The contact tracers will use the daily activity log/ contact sheet to conduct contact tracing. The daily log for sick and exposed employees will be maintained by Human Resources/ Office of Residential Life. The relevant UB Contact Sheet will be verified with the employee/ student to ensure its completeness for contact tracing purposes.

UB contractors: In circumstances where a contractor tests positive for COVID-19 the contractor will report to their UB main contact, Executive Director of Security or the Chief Operating Officer.

COVID – 19 UB Employee Contact Information Sheet

Home

Instructions:
 If you have worked on campus, please complete this sheet at the end of your workday. Human Resources may request this information from your direct supervisor at a later time

Employee Information

Employee Name *

Robert Schmidt
First Last

UB ID *

1113655

Email *

rschmidt@bridgeport.edu

Date at Work *

Work Location *

Direct Supervisor *

Contractors will do their own contact tracing, and inform the Executive Director of Security/ COO if their employee was in contact with any UB employees.

Contact Tracing Training: Identified contact tracers will take the John Hopkins (Coursera) provided for contact tracing. Acknowledgment of completion of the course or certificate of completion will be kept at the Student Health Services. Trained faculty and staff will work with the appropriate office to conduct contact tracing in accordance with the interim University policy on contact tracing.

Liaison with regional hospitals and health care facilities:

During the initial phases of the pandemic UB was in contact with the City of Bridgeport Emergency Operations Center to monitor the pandemic locally and collaborate regarding campus operations, contacts and response plans. Over the past few months, the University has collaborated with the Department of Public Health locally and on the State level to review status of the pandemic and share information related to UB planning. The University is also in direct contact with a local health center for testing, health services support and local hospital information. Furthermore, UB has contacted the local department of Public Health related to local contact tracing and has shared its plans for testing, isolation and containing COVID-19.

PART 4 – PLAN FOR SHUTDOWN

Shutdown initiated by the institution if a serious outbreak occurs on campus:

The University of Bridgeport's plan to shutdown will be determined by University leadership upon an increased number of cases on campus where identified isolation and quarantined spaces are filled to capacity and/ or directive of the governor and /or local health department, specific triggers as follows:

1. Local pandemic as indicated by City of Bridgeport
2. Capacity triggers for residential students
 - a. Max 5% of the residential student population COVID-19 positive
 - b. Max 10% quarantine space
3. Service continuity not feasible – teaching, food service, facilities, etc.
4. Local hospitals at or near capacity
5. State/ Federal/ Institution of Higher Education mandate

In the event of an outbreak shutdown plan as follows:

- LiveSafe and global communication platforms inform the campus will be closing, effectively immediately;
- Non-essential offices and facilities will close and teleworking policies will be in effect;
- Lock down and sweep all facilities;
- All on-campus programs will transition to online;
- Students in isolation and quarantine will remain on campus unless requested and picked up by parent/ or guardian following the conclusion of their isolation/ quarantine period;
- All essential operational personnel will transition to isolated work environments.

Dormitory shut down process:

1. Student departures will be staggered across four days to minimize the number of people active in an area. Local students can leave with minimal belongings and come back for a registered timeslot to move out.

2. Students in isolation with positive test for COVID-19 will remain in isolation until cleared to discontinue isolation.
3. Students who cannot leave due to travel challenges will relocate to an individual UB living unit, similar process as spring 2020 campus shut down.

Plan for continuation of instruction if a shutdown occurs:

The University of Bridgeport has designed all traditional courses to continue virtually in the event of a shutdown. Laboratory and clinical sessions will be front loaded for timely completion of the academic requirement.