

ADDENDUM G

This Addendum is part of Kingsborough Community College's "Campus Reopening Plan" originally submitted to CUNY on August 07, 2020 and later updated and re-submitted to CUNY on June 10, 2021.

The attached "Guidelines for CUNY Fall 2021 Reopening Where Not Everyone is Fully Vaccinated: Update 2 – September 17, 2021" and "CUNY COVID-19 Campus Safety Policy – Visitor Access to Campus (Rev.9/13/21)" are also included herein and made part of this Addendum.

September 30, 2021

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The attached updated Fall 2021 Reopening Guidelines and the Supplemental Guidelines provide new guidance for vaccinations, masking, quarantine and isolation, visitors and shutdown procedures. Given these changes, Kingsborough's campus reopening plan is hereby updated to comply with these university standards.

Below are the changes that all CUNY Schools MUST make to their Plans. These changes do not need to be resubmitted to CUNY for further review but must be attested to below.

- **Kingsborough Community College adopts and includes the following changes from the Fall 2021 Reopening Guidance:**
 - Students who plan to return to campus in the fall are **required** to be vaccinated. Student participation in on-campus activities will require proof of vaccination. Only medical or religious exemptions will be accepted.
 - Appropriate face masks will be required for all individuals while inside CUNY buildings and outside if physical distancing cannot be maintained. The only exceptions are:
 - If a fully vaccinated person is alone in an enclosed space such as an office, conference room, or dorm room.
 - In a classroom, if a vaccinated professor is teaching a class and is able to keep social distance from everyone else in the class, he or she may choose not to wear a mask. Note that this exception applies only to faculty; students are still required to wear masks during classes.
 - Briefly while eating or drinking, provided social distancing is maintained.
 - These exceptions do not apply to anyone who is not yet fully vaccinated. Those individuals must wear masks indoors and outdoors at all times while on campus, including in enclosed spaces, except when eating (in which case they must maintain strict social distancing from other individuals).
 - CUNY will continue to require that unvaccinated individuals enter quarantine in the event of possible exposure. Fully vaccinated individuals do not need to quarantine after exposure, but will not be allowed on campus until after receiving a negative test. Isolation is required for all individuals when diagnosed with COVID-19.
 - A fully vaccinated person who (i) has had close contact with someone with COVID-19 and (ii) shows no symptoms of COVID-19, should get tested 3-5 days after their exposure AND not report to in-person work or class until they receive a negative test result or medical clearance to return.
 - An unvaccinated person who has had close contact with someone with COVID-19, regardless of whether they have symptoms or not, should quarantine for 10 days.
 - In general, an individual should isolate for at least 10 days after a positive test. Isolation should be longer if symptoms are present - at least 24 hours after no fever without fever-reducing medication and all symptoms are improving.
 - Every visitor to a CUNY campus, whether accessing indoor or outdoor spaces, must provide proof to CUNY that they (i) are fully vaccinated or (ii) have had a negative COVID-19 molecular (PCR) test performed by an accredited lab no more than 7 days prior to the visit.

- Visitors who are on campus for 30 minutes or less per visit do not have to comply with any COVID-19 vaccination or surveillance testing requirements applicable to CUNY staff unless the visitor expects during that time to be less than 6 feet distant of another person for a total of 15 minutes or more.
 - Visitors under the age of 12 do not have to comply with any COVID-19 vaccination or surveillance testing requirements unless they are enrolled in programs, but are subject to mask requirements.
- **The College’s Plan adopts and incorporates the criteria/circumstances for shut down included in the updated Supplemental Guidelines and shall comply with the following requirements:**
 - Campuses must monitor community spread and adhere to the latest CDC guidance in determining safety protocols required for safe, in-person operations.
 - Plans should indicate that campuses will utilize NYS COVID-19 infection rate metrics and local testing metrics to determine the need to scale back or shut down campus operations.
 - Plans should indicate that campuses have a plan to detect early warnings of an infection surge and must have a shutdown plan in place to respond rapidly. Campuses should rely on previously developed shutdown plans.
 - Campuses shall be prepared to initiate a transition to remote learning or to limit on-campus activities if the greater of 100 individuals or 5% of the total on-campus population test positive using a 14-day rolling average.
 - The Office of the COO in consultation with the Chancellor will advise and consult with campus leadership to determine the best course of action for scaling back campus activity.
 - The final decision regarding a scaling back or shut down of operations will be made by the Chancellor in consultation with City and State officials.

REQUIRED SIGNATURE/ATTESTATION

As the President of Kingsborough Community College, I hereby attest that I have made the required changes to my campus reopening plan and that any campus shut down or scale back decision will be made in consultation with the Chancellor and the Office of the COO.

Claudia V. Schrader

Name: _____

President

Title: _____



eSignature: _____

September 30, 2021

Date: _____

Guidelines for CUNY Fall 2021 Reopening Where Not Everyone is Fully Vaccinated

Update 2 – September 17, 2021

For Fall 2021 CUNY will have a mixed population of students, staff and faculty that are fully vaccinated and not fully vaccinated. This situation requires decision making to protect the people who are not fully vaccinated. The [CDC guidance](#) identifies four factors that inform the optimal implementation of layered prevention strategies.

1. The level of community transmission of COVID-19
2. COVID-19 vaccination coverage, including among students, faculty, and staff
3. Implementation of a robust, frequent SARS-CoV-2 screening testing program with high participation from the unvaccinated campus population
4. Any local COVID-19 outbreaks or increasing trends

CUNY continues to consider all of these factors to inform and update, when needed, the university's approach to the following layered implementation strategies.

Recommended Prevention Strategies that Reduce Spread

CDC recommends the removal of some constraints for vaccinated individuals, and continues to recommend constraints for unvaccinated individuals. Students who plan to return to campus in the fall will be required to be vaccinated. Student participation in on-campus activities will require proof of vaccination. For unvaccinated staff and faculty, the CDC recommends a mix of the following prevention strategies to reduce spread and protect unvaccinated populations on campuses. Based on the factors above, CUNY will be vigilant in monitoring the changing nature of the pandemic and will adjust the implementation of these prevention strategies as needed.

Offering and promoting vaccination

CUNY has and will continue to strongly promote the vaccine. Campuses will continue to promote the University's #VaxUpCUNY campaign, a multifaceted, multimedia campaign to encourage CUNY students, alumni, faculty and staff to get their COVID-19 vaccination as soon as they become eligible. The campaign is a critical strategy for easing anxiety for those that may be hesitant to vaccinations.

Masks

Due to the current rate of the coronavirus transmission, we have enacted a new temporary mask mandate as of Monday, August 16. This mandate is subject to modification based on changing vaccination statistics and coronavirus transmission rates. For the time being, everyone, regardless of vaccination status, must:

- Wear a face mask inside all CUNY campuses and office buildings. This includes while taking classes, working in an non-enclosed space such as a library cubicle or other open seating, regardless of physical distance from others.
- Wear a mask outdoors on campus when unable to maintain physical distance from others (for example, while attending a CUNY gathering or sporting event).

The only exceptions to wearing a mask inside are:

- If a fully vaccinated person is alone in an enclosed space such as an office, conference room, or dorm room.
- In a classroom, if a vaccinated professor is teaching a class and is able to keep social distance from everyone else in the class, he or she may choose not to wear a mask. Note that this exception applies only to faculty; students are still required to wear masks during classes.

- Briefly while eating or drinking, provided social distancing is maintained.

These exceptions do not apply to anyone who is **not yet fully vaccinated**. Those individuals must wear masks indoors and outdoors at all times while on campus, including in enclosed spaces, except when eating (in which case they must maintain strict social distancing from other individuals).

- Acceptable face coverings for COVID-19 prevention include but are not limited to cloth-based face coverings (e.g. homemade sewn, quick cut, bandana), surgical masks, N95 respirators, and face shields that cover both the mouth and nose.
- However, cloth, disposable, or other homemade face coverings are not acceptable for workplace activities that typically require a higher degree of personal protective equipment (PPE) due to the nature of the work. For those activities, N95 respirators or other PPE used under existing industry standards must continue to be used, as is defined in accordance with OSHA guidelines.
- This provision should not be construed to require physical distancing among roommates or require face coverings to be worn while inside an individual's residence. For the purposes of this guidance, students who share the same residence (i.e., dormitory room) should be considered members of the same household.
- Campuses must have an adequate supply of face coverings, masks and other required PPE on hand should an employee need a replacement.
- Campuses must allow individuals to use their own acceptable face coverings but cannot require employees to supply their own face covering. Further, this guidance shall not prevent employees from wearing their personally owned protective coverings as long as they abide by the minimum standards of protection for the specific activity. The campus may require employees to wear more protective PPE due to the nature of their work. Employers must comply with all applicable [OSHA standards](#).
- Campuses must train employees on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings. Such training should be extended to contractors if campus will be supplying the contractors with PPE. See CDC [guidance](#) for information. CDC videos such as the following can be used for such training purposes: [Instructions on donning appropriate PPE](#).
- The NYC Department of Health has issued [updated guidance](#) on face coverings which recommend that people over the age of two-years-old wear snug fitting masks with two or three layers of material to better prevent unfiltered air from passing through; or wear two masks, with a cloth face covering over a disposable. The guidance also suggests higher grade masks, like KN95s, for people at greater risk.

Physical Distancing

Physical distancing means keeping space of at least 6 feet (about 2 arm lengths) between people who are not from your household in both indoor and outdoor spaces.

For students who are expected to be vaccinated by Fall 2021 (except for those granted medical or religious exemptions),

physical distancing will not be a required safety measure for classroom and educational settings. People who are not fully vaccinated should continue to practice physical distancing of six feet.

Per NYS guidelines, in situations or settings of more than 5,000 participants with guests of unknown, or mixed vaccination status, the state's [COVID-19 restrictions](#) remain in effect. CUNY campuses can choose whether to keep physical distancing measures in place or operate separate areas for vaccinated and unvaccinated individuals. In other campus events with less than 5,000 participants but still with a significant number of guests of unknown or mixed vaccination status, the campus can decide whether to require social distancing, or other protocols, for vaccinated individuals. In such circumstances, however, as per above, a mask must be worn outdoors on campus when unable to maintain physical distance from others.

Hand Hygiene and Respiratory Etiquette

CUNY will continue to facilitate health-promoting behaviors such as hand washing and respiratory hygiene/cough etiquette to reduce the spread of infectious illnesses including COVID-19. Provide frequent reminders of proper hand hygiene (verbally, posters, videos) with hand sanitizer widely available in common areas and rooms. Campuses must maintain hand hygiene stations around the institution, as follows:

- For handwashing: soap, running warm water, disposable paper towels, and a lined garbage can.
- For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where hand washing facilities may not be available or practical.
- Make hand sanitizer available throughout common areas. They should be placed in convenient locations, such as at building entrances, and exits. Touch-free hand sanitizer dispensers should be installed where possible.
 - Campuses should remind individuals that alcohol-based hand sanitizers can be flammable and may not be suitable for certain areas of a campus
- Campuses should place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
- Campuses will recommend and reinforce [handwashing](#) with soap and water for at least 20 seconds.
- Campuses will place receptacles around the institution for disposal of soiled items, including paper towels and PPE.
- Campuses should provide disposable wipes to staff and faculty so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and after use.

Housing and Communal Spaces

Given that vaccines will be mandatory for students living in campus housing, housing and dorms will resume normal operations with 100% of occupants fully vaccinated. Unvaccinated students may not live in campus housing.

Contact Tracing

CUNY will continue to aid in the identification of exposures, and notify close contacts, as appropriate, of exposure as soon as possible after being notified that someone in the campus has tested positive or been diagnosed with COVID-19.

Guidelines for contact tracing apply:

- If a worker or visitor was in close or proximate contact with others at a location and tests positive for COVID, immediately notify and cooperate with New York State and City health departments with contact tracing efforts, including notification of potential contacts, such as workers, visitors and/or customers (if known) who had close or proximate contact with the individual, while maintaining confidentiality as required.
- In the case of an individual testing positive, campuses must develop plans with local health departments to trace all contacts of the individual in accordance with protocols, training, and tools provided through the New York State Contact Tracing. Confidentiality must be maintained as required by federal and state law and regulations. Campuses must cooperate with state and local health department contact tracing, isolation, and quarantine efforts.
- Campuses should partner with local health departments to train staff and students to undertake contact tracing efforts for on-campus populations.
- State and Local health departments will implement monitoring and movement restrictions of infected or exposed persons.
- Campuses must ensure that reporting plans are in place for individuals who are alerted that they have come into close or proximate contact with a person with COVID-19, and have been alerted to such exposure via tracing, tracking or other The CDC-issued guidance on how to manage reporting can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/data-management.html>
- Through the New York State Contact Tracing Program, inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home or in their living quarters and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop. Vaccinated individuals do not have to self-quarantine but will not be allowed on campus until they are tested 3-5 days after exposure and receive a negative result (see quarantine section below).
 - Through the New York State Contact Tracing Program, contact will be made with the individual to identify all members of the community who were in close contact during the time that the individual. The NYS Department of Health considers a close contact to be someone who was within 6 feet of an infected person for at least 10 minutes starting from 48 hours before illness onset until the time the person was isolated (see: https://coronavirus.health.ny.gov/system/files/documents/2020/06/doh_covid19_publicpriv_atemployeereturntowork_053120.pdf).
 - Through the New York State Contact Tracing Program, outreach to all close contacts will be made; unvaccinated individuals will be notified that they are required to self-quarantine.

Isolation and Quarantine

- You [quarantine](#) when you might have been exposed to the virus.
- You [isolate](#) when you have been infected with the virus, even if you don't have symptoms

CUNY will continue to require that unvaccinated individuals enter quarantine in the event of possible exposure. Fully vaccinated individuals will be required to get tested 3-5 days after the exposure and will not be allowed on campus until after receiving a negative test result. Isolation is required for all individuals when diagnosed with COVID-19.

- A fully vaccinated person who (i) has had close contact with someone with COVID-19 and (ii) shows no symptoms of COVID-19, should get tested 3-5 days after their exposure AND not report to in-person work or class until they receive a negative test result or medical clearance to return.
- An unvaccinated person who has had close contact with someone with COVID-19, regardless of whether they have symptoms or not, should quarantine for 10 days.
- Quarantine is not necessary for someone who tested positive for COVID-19 in the last 90 days, recovered and remains without symptoms after exposure. This person will be required to provide appropriate medical clearance to return to work at any CUNY location.
- In general, an individual should isolate for 10 days after a positive test. Isolation should be longer if symptoms are present - at least 24 hours after no fever without fever-reducing medication and all symptoms are improving.

Students, faculty and staff are not to come to school or work if they:

- Are currently experiencing or recently experienced (in the last 48 hours) any new or worsening COVID-19 symptoms.
- Are unvaccinated and have recently (in the last 10 days) been in close contact (within 6 feet for at least 10 minutes over a 24-hour period) with someone who tested positive for COVID-19 or is suspected to have COVID-19 based on symptoms.
- Tested positive through a diagnostic test for COVID-19 in the past 10 days.
- Recently traveled domestically or internationally and are unvaccinated. All individuals should follow the CDC [domestic travel recommendations](#) and [international travel recommendations](#) before reporting to work or campus and notify their manager in advance of the travel dates and should quarantine be required.

Quarantine and Isolation Guidelines for Dormitories

- In consultation with the local health department, campuses with dormitories must identify where students who are infected with COVID-19 will be residing and how daily needs, such as food and medication, will be met if it becomes necessary to have a period of isolation or quarantine. Recommended facilities include, but are not limited to:
 - Sections of residence halls with private bathrooms, if possible, should be reserved to be used solely for the purpose of isolating or quarantining individuals living on-campus who have, who are suspected to have COVID-19;
 - Nearby hotels that are arranged to accommodate individuals who have, or are suspected to have COVID-19; and/or
 - Individual homes, as long as the student is able to safely travel home (e.g. not using mass transit) and their home is safe for them to isolate away from other individuals.
- Physical Preparation:
 - The isolation and quarantine rooms should be physically separated from other residential student rooms.
 - The rooms should have private/separate bathroom facilities and be stocked with a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries.
 - Spaces should be labeled externally with appropriate signage that states restricted access (e.g., "Private

- Quarters” or “Authorized Personnel Only”) but does not state the reason for the restricted access due to concerns about potential for stigma and FERPA/HIPAA Any signage decisions should be reviewed with the campus or University general counsel.
- Adequate numbers of rooms should be pre-identified to accommodate an increase in CDC may later provide guidance on adequate numbers of rooms.
- Operational Preparation:
 - If a residential student contracts COVID-19, campuses must proactively identify appropriate residential spaces and reserve those spaces in the event of needed isolation or quarantine of student(s).
 - Campus leaders will consult with CUNY Central and health officials to run scenarios on transmission and ensure enough space is set aside to isolate all cases and suspected cases in an aggressive transmission scenario.
 - A protocol should be made available to all individuals involved in the management of isolation spaces and its procedures.
 - Minimally, a select group of individuals within housing/residence life, campus safety, and facilities should be aware of the rooms used for isolation.
 - Student health services staff should remotely monitor students on a daily basis (temperature checks and symptom screening) and transfer to an on- or off- campus site for a clinical evaluation if symptoms advance or the patient requests.
 - For students on the campus meal plan, dining services should arrange food delivery in collaboration with housing/residence life Student affairs or campus life, in collaboration with housing/residence life staff, could arrange for the purchase of a campus meal plan or coordinate meal delivery for those students who have not purchased the campus meal plan.
 - Transportation should be made available to and from the location if medical care is needed.
- For residential campuses, case management of all persons with COVID-19 symptoms and/or diagnosis and all persons under quarantine, must include placement in isolation/quarantine housing for 10 days, psychological support, support for basic needs, and ongoing monitoring while isolated.
- Employees can return to work after 10 days with a negative test result or, if a negative result cannot be achieved, then appropriate medical clearance to return. This documentation must be dated no earlier than 3 days prior to the anticipated return to work date. This requirement applies to all quarantines including symptoms, positive test and exposure.

Metrics and Early Warning

Campuses should monitor NYS COVID-19 infection rate metrics and local testing metrics that will determine the need to

scale back or shut down campus operations. Campuses should have a plan to detect early warnings of an infection surge and must have a shutdown plan in place to respond rapidly. Campuses should rely on previously developed shutdown plans and consult the recently re-issued supplemental guidance, re-attached here with updates, for additional information on criteria for shutdown and shutdown protocols.

Although it is no longer a New York State requirement, CUNY will continue to monitor campus infection rates using the shutdown thresholds previously set by the State. Whenever the lesser of 100 individuals or 5% of the total on-campus population – inclusive of students, faculty, and staff – of a CUNY campus test positive for COVID-19 within a rolling 14-day period, CUNY Central Office will consult with campus leadership to determine the best course of action for scaling back campus activity. Provided, however, that if CUNY's surveillance testing program tests an average of at least 25% of a total on-campus population for COVID-19 each week, CUNY shall not be required to transition to remote learning or to limit on-campus activities unless the greater of 100 individuals or 5% of the total on-campus population test positive using a 14-day rolling average.

In addition, CUNY and campuses will continue to monitor community spread and adhere to CDC guidance in determining any additional safety protocols required for safe, in-person operations.

Testing

- CUNY, through its vendor, Applied DNA, has implemented surveillance testing so that individuals who are not fully vaccinated or who do not disclose their vaccination status must obtain a negative COVID-19 test within 7 days of entering a CUNY facility. Surveillance testing is intended to identify infected people who are asymptomatic. Surveillance helps to identify unknown cases so that measures can be taken to prevent further transmission.
- Fully vaccinated individuals are not required to submit weekly tests.
- CUNY's testing program will include periodic screening of a random sampling of vaccinated individuals to help monitor and contain the spread of COVID-19 across the University. The frequency of such testing will depend upon the coronavirus positivity rate and the prevalence of variants among other factors.

Starting on October 7, students without proof of vaccination will not be allowed access to campus, unless they have been granted an exemption. Other stakeholders on campus who are not fully vaccinated or who do not disclose their vaccination status will continue to be required to submit a weekly COVID-19 negative surveillance test and adhere to additional requirements aimed at keeping the CUNY community safe. Regular testing will not be required for those who are fully vaccinated.

For more information about CUNY's COVID-19 testing program, please see the [Testing FAQ](#). For a list of testing locations, visit [here](#). For general frequently asked questions, please refer to the [Getting Back to Working in Person FAQ](#). If you still have questions, please contact your [HR office](#).

Symptom Screening

Based on CDC guidance, CUNY campuses may stop symptom screening for students, staff, faculty, and visitors (Everbridge self-reporting) and rely on individuals to stay home when they are sick.

Visitor Policy

CUNY's [Visitor Policy](#) is designed to restrict anyone who has not been fully vaccinated or has not received a recent

Negative COVID-19 test from entering a CUNY campus or office.

Definition of Visitor

A visitor to a University campus is someone who is not a CUNY student, faculty or staff member. Examples of visitors include, but are not limited to:

- vendors and other individuals coming to campus to perform activities related to a contract with or in support of the University;
- employees of related entities of CUNY including without limitation auxiliary enterprise corporations, colleges associations, and child care centers;
- unpaid college interns;
- community members and other individuals coming to a campus to use University facilities such as pools and gyms, or to attend activities on campus; and
- family members or friends of CUNY students, faculty, or staff.

Rules for Visitors

Every visitor to a CUNY campus, whether accessing indoor or outdoor spaces, must provide proof to CUNY that they (i) are fully vaccinated or (ii) have had a negative COVID-19 molecular (PCR) test performed by an accredited lab no more than 7 days prior to the visit. "Fully vaccinated" means:

- Two weeks after a second dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or
- Two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine; or
- At the time specified in either the FDA licensure or World Health Organization approval, after the final administration of any other vaccines.

Visitors are also required to comply with all other University policies and codes of conduct, as well as government and/or campus-specific rules and protocols, applicable to individuals on campus that are intended to help prevent the spread of COVID-19, including by way of example:

- any masking and social distancing requirements; and
- complying with any applicable federal, state or local quarantine rules.

Before coming to a CUNY campus, visitors are encouraged to consult the campus' website to review the most current access rules and protocols. A link to each campus plan can be found on [CUNY's Fall 2021 Reopening Plans page](#).

Exception for Short Visits with No Close Contact

Visitors who are on campus for 30 minutes or less per visit do not have to comply with any COVID-19 vaccination or surveillance testing requirements applicable to CUNY staff unless the visitor expects during that time to be less than 6 feet distant of another person for a total of 15 minutes or more.

Policies for Minors under 12 Years Old:

TYPES OF UNDER 12 GROUPS	DESCRIPTION	CUNY PROTOCOL
1. Accompanying a visitor	Children accompanying a visitor who have business to tend to on campus for a limited time.	<ul style="list-style-type: none"> • Exempt from testing • Require masking for those 2 and up.
2. Attending events	Children attending an event, performance, or assembly where a large group will congregate for an extended period.	<ul style="list-style-type: none"> • Exempt from testing • Limit access on campus • Require masking for those 2 and up and enforce social distancing
3. Enrolled in programs	Children who routinely come to CUNY facilities to participate in a program.	<ul style="list-style-type: none"> • Require Weekly Testing • Require masking for those 2 and up.

General Guidelines for Healthy Facilities

CUNY will maintain many approaches adopted during the pandemic to limit the spread of communicable disease. These include: regular and enhanced cleaning, safe disinfection, improved ventilation and maintaining healthy facilities.

Cleaning and Disinfection

- Campuses must ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and NYSDOH, including [“Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,”](#) and the [“STOP THE SPREAD”](#) poster, as applicable. Campuses must maintain logs that include the date, time, and scope of cleaning and disinfection. Campuses must identify cleaning and disinfection frequency for each facility type and assign responsibility.
 - The head of campus facilities (or position designated by the Coronavirus Campus Coordinator) will establish the log, perhaps online, with the required information and instruct housekeeping staff to complete an entry after each cleaning and disinfection activity. The head of campus facilities will determine cleaning regimens for specific spaces and to establish a frequency schedule for each facility type and the housekeeping team assigned to the head of campus facilities will report to the Coronavirus Campus Coordinator regularly on the status of the cleaning regimen and the log.
- Campuses may choose to provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces for employees and encourage their employees (or cleaning staffs) to use these supplies following manufacturer’s instructions for use before and after use of these surfaces, followed by hand Campuses may provide such supplies for others.
 - To reduce the number of high-touch surfaces, campuses should install touch-free amenities such as water fountains, trashcans, and paper towel dispensers. If installing touch-free amenities is not

feasible,

campuses will at a minimum, make hand sanitizer available near high touch surfaces (e.g. trash receptacles, paper towel dispensers).

- Occupants of the campus will be vested with the responsibility for cleaning their own work areas. Campuses will provide workspaces with single use disinfecting wipes and/or multi- surface spray cleaners to support self-servicing of touch for college-owned vehicles, drivers should clean and disinfect high touchpoints on and in vehicles before and after each use. Disinfecting supplies will be stored in each vehicle.
- Campuses must conduct regular cleaning and disinfection of the facilities and more frequent cleaning and disinfection for high risk areas used by many individuals and for frequently touched surfaces. Cleaning and disinfection must be rigorous and ongoing and will occur at least daily, or more frequently as needed. Please refer to NYSDOH's "[Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)" for detailed instructions on how to clean and disinfect facilities.
- Ensure that materials and tools used by employees are regularly cleaned and disinfected using registered products. Refer to the Department of Environmental Conservation (DEC) list of products registered in New York State and identified by the EPA as effective against COVID-19. If cleaning or disinfecting products or the act of cleaning and disinfecting causes safety hazards or degrades the material or machinery, campuses must put in place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.
- Campuses must ensure regular cleaning and disinfection of restrooms. Restrooms will be cleaned and disinfected more often depending on frequency of use.
- Campuses are expected to follow CDC guidelines on "[Cleaning and Disinfecting Your Facility](#)" if someone is suspected or confirmed to have COVID-19:
 - Campuses do not necessarily need to close operations, if they can close off the affected areas.
 - Close off areas used by the person who is sick, suspected or confirmed to have COVID-19.
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before you clean and disinfect. If 24 hours is not feasible, wait as long as possible.
 - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19 who is sick, such as offices, classrooms, bathrooms, and common areas.
 - Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
 - Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the work in the area or resume on-campus activities immediately after cleaning and disinfection.

- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection will continue.
- Campuses must provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g., elevators, lobbies, building entrances, badge scanners, restrooms, handrails, door handles).
- Refer to NYSDOH's ["Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure"](#) for information on "close and proximate" contacts.
 - If a worker or visitor was in close or proximate contact with others at the location and tests positive for COVID, immediately notify and cooperate with New York State and City health departments with contact tracing efforts, including notification of potential contacts, such as workers, visitors and/or customers (if known) who had close or proximate contact with the individual, while maintaining confidentiality required.
- Campuses should avoid use of furniture that is not easily cleaned and disinfected (e.g., cloth fabric sofas)
- Whenever possible, campuses will increase ventilation of outdoor air (e.g., opening windows and doors) while maintaining safety precautions.
 - Patios or outdoor spaces that allow for open air meetings could serve as a substitute for indoor meeting spaces, weather permitting.

Additional guidance on ventilation and HVAC systems

Where possible, CUNY facilities should ensure there is an adequate flow of fresh air to workspaces and optimize the ventilation system operations in order to reduce the risk of airborne exposure to SARS-CoV-2, the virus that causes COVID-19. The CDC has identified many approaches in its [Ventilation in Buildings](#) guidance document, including:

- Increasing the introduction of outdoor air through opening of dampers and operable windows;
- Disabling demand control ventilation or systems that turn the fans off when thermostats are satisfied so that fans run continuously;
- Running HVAC systems at maximum outside airflow for 2 hours before and after the building is occupied.
- Ensuring ventilation systems operate properly;
- Increasing air filtration to as high as possible (MERV 13) without significantly reducing design airflow.
- Making sure filters are properly sized and fit properly;
- Ensuring restroom exhaust fans are functional and operating at full capacity;
- Considering portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning; and
- Considering ultraviolet germicidal irradiation (UVGI) as a supplemental treatment when options for increasing room ventilation and filtration are limited

The CDC recommends that facility operators adopt a layered approach to COVID-19 transmission mitigation and suggests that facility operators "consider using some or all of [its list of control measure] tools to improve ventilation." As part of the ventilation assessment, campuses were instructed to implement these measures to the extent practicable. These control measures and the CDC guidance formed the basis of the ventilation assessment planned and conducted by CUNY.

As part of this overall assessment, an engineering consultant conducted site visits at all of the buildings identified for re-opening to determine what control measures were available for each building and reported its findings to CUNY. Based on the CDC guidelines and the data gathered, CUNY identified the buildings that meet a sufficient subset of the CDC guidelines to limit the risk of airborne transmission of the SARS-CoV-2. The reports confirmed which buildings could safely be used for in-person learning.

Campuses were directed to review these reports and directed not to use or occupy buildings until they have been assessed and included in a report indicating that they can be used for in-person learning. In addition, campuses may not use or occupy any building that has been indicated not to be used for in-person learning.

Campuses must continue to perform maintenance and conduct operations to maintain the control measures recommended by the CDC that formed the basis of CUNY's reports.

The City University of New York

COVID-19 Campus Safety Policy – Visitor Access to Campus (Rev.9/13/21)

This policy is informed by CDC, New York State Department of Health, and New York City Department of Health and Mental Hygiene guidelines relating to the COVID-19 public health emergency. It aims to provide a consistent approach to density management that is in parallel with the processes that are or will be in place for all City University of New York (CUNY) community members who are on campus.

The Federal, New York State and New York City rules, regulations, policies, procedures and laws (collectively, "Laws") regarding the matters covered by this policy change frequently. In the event that the U.S. Government, New York State or New York City adopt Laws applicable to CUNY that are stricter than those set forth in this policy, these stricter Laws shall supersede those in this policy.

This policy is written broadly with the expectation that individual campuses will adopt procedures for implementation of it.

Definition of Visitor

A visitor to a University campus is someone who is not a CUNY student, faculty or staff member. Examples of visitors include, but are not limited to:

- vendors and other individuals coming to campus to perform activities related to a contract with or in support of the University;
- employees of related entities of CUNY including without limitation auxiliary enterprises, corporations, colleges, associations, and child care centers;
- unpaid college interns;
- community members and other individuals coming to a campus to use University facilities such as pools and gyms, or to attend activities on campus; and
- family members or friends of CUNY students, faculty, or staff.

Rules for Visitors

Subject to the exceptions in this policy, every visitor to a CUNY campus, whether accessing indoor or outdoor spaces, must provide proof to CUNY that they (i) are fully vaccinated or (ii) have had a negative COVID-19 molecular (PCR) test performed by an accredited lab no more than 7 days prior to the visit. "Fully vaccinated" means:

- Two weeks after a second dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or
- Two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine; or
- At the time specified in either the FDA licensure or World Health Organization approval, after the final administration of any other vaccines.

Visitors are also required to comply with all other University policies and codes of conduct, as well as government and/or campus-specific rules and protocols, applicable to individuals on campus that are intended to help prevent the spread of COVID-19, including by way of example:

- any masking and social distancing requirements; and
- complying with any applicable federal, state or local quarantine rules.

Before coming to a CUNY campus, visitors are encouraged to consult the campus' website to review the most current access rules and protocols. You can find links to each campus reopening plans here: <https://www.cuny.edu/coronavirus/fall2021-reopeningplans/>

Exception for Short Visits with No Close Contact

Visitors who are on campus for 30 minutes or less per visit do not have to comply with any COVID-19 vaccination or surveillance testing requirements applicable to CUNY staff unless the visitor expects during that time to be less than 6 feet distant of another person for a total of 15 minutes or more.

Exceptions for Visitors under 12

At present there is no vaccine available to individuals under the age of 12. The requirements for these children are as set forth on the attached Exhibit 1.

Failure to comply with this policy will result in the denial of access to the campus.

Any modifications of the protocols set forth in this policy must be approved in advance by the Office of the Executive Vice Chancellor and Chief Operating Officer.

EXHIBIT 1

VISITOR POLICY GRID: UNDER 12 POPULATION

TYPES OF UNDER 12 GROUPS	DESCRIPTION	CUNY PROTOCOL
1. Accompanying a visitor	Children accompanying a visitor who have business to tend to on campus for a limited time.	<ul style="list-style-type: none"> • Exempt from testing. • Require masking for those 2 and up.
2. Attending events	Children attending an event, performance, or assembly where a large group will congregate for an extended period.	<ul style="list-style-type: none"> • Exempt from testing. • Limit access on campus. • Require masking for those 2 and up; enforce social distancing.
3. Enrolled in programs	Children who routinely come to CUNY facilities to participate in a program.	<ul style="list-style-type: none"> • Require Weekly Testing. • Require masking for those 2 and up.

-END-