

Marist College Phase 4 *New York Forward* Reopening Plan

Business: Marist College (the “College”)

Industry: Higher Education

Address: 3399 North Road, Poughkeepsie, NY 12601

Contact Information: (845) 575-3296; www.marist.edu

Reopening Website: <http://www.marist.edu/reopen>

Owner / Manager of Business: Dr. Geoffrey Brackett, Executive Vice President

I. Restarting Campus Operations

- **Capacity:** In preparation for the academic year, Marist College began to restart operations, in line with New York State’s *New York Forward* phased reopening schedule.

Facilities: During the summer months, Marist has initiated the following protocols to reopen all campus facilities: all spaces have been cleaned and disinfected throughout the summer; water has periodically been run in all the unoccupied buildings; hot water tanks and systems will be flushed; and bacteria tests will be administered. In accordance with industry best practices and where feasible, MERV 13 filters have been added to our HVAC systems, and air handling units have been adjusted to increase the amount of fresh air introduced into campus buildings.

Faculty and Staff: The return to work on campus for Marist College conforms to all guidelines and policies outlined in New York State’s *New York Forward* Reopening Plan and will be carefully controlled and coordinated to ensure appropriate physical distancing and availability of PPE and to reduce potential risks and ensure the safety of the entire College community. On July 14, all Marist employees were provided with a Guide to Reopening the Workplace, which includes a required training component in accordance with Phase 2 of *New York Forward*. Marist has also implemented other industry-specific safety plans for its operations in other reopening phases, including essential employees, housekeeping, grounds, and mechanical services staff included in *New York Forward* Phase 1 and all office personnel included under *New York Forward* Phase 2.

Students: In preparation for the Fall semester, the College has communicated policies and procedures with students on a regular basis through a dedicated website, e-mail communications, a dedicated e-mail address and phone number, and WebEx sessions to ensure a common understanding of expectations.

Training: Prior to arriving on campus, all students, faculty, and staff are required to complete an online training program, which outlines Marist policies and New York State requirements specific to COVID 19.

Social Distance Policies: Marist College has implemented protocols to ensure that all physical spaces meet or exceed CDC, *New York Forward*, and New York State Department of Health density standards. To plan for the fall semester, Marist Physical Plant Staff worked with Robert A.M. Stern, Liscum McCormick and VanVoorhis, and Ann Beha Architects to develop comprehensive density reduction plans for academic buildings on campus, including the Murray Student Center. As a measure of additional safety, administrative offices will be relocated or modified to ensure appropriate physical spacing between individuals and where feasible, plexiglass barriers have been installed to minimize contact between individuals. To ensure share understanding of expectations, the College has branded signage and messaging is being installed in all campus buildings, including academic buildings and residence halls, to continually reinforce community expectations. Signs also indicate designated entrances and exits, one-way directions for stairways and hallways, and provide floor marks to show people where to stand and sit, and elevator capacities.

Testing: In preparation for the Fall semester, Marist is partnering with MidHudson Regional Hospital, whose site is contiguous to campus, to serve as the preferred testing location for students, faculty, and staff. Through this agreement, the hospital will work closely with Marist Health Services, to ensure a seamless experience for individuals in need of testing and/or medical assistance.

Quarantine and Isolation Capacity: In preparation for the Fall semester, Marist has dedicated one residence hall, Talmadge Court, to serve as the site for quarantine and/or isolation for students who test positive for COVID. Additionally, the College will dedicate a portion of a leased residence hall facility for quarantine purposes. This location will be used for the precautionary quarantine of students from “restricted” states, as determined by New York State, as well as for individuals identified as a patient under investigation (PUI) during the academic year.

Load Medical Capacity: Routine student health care will be provided by Marist Health Services. Our already-existing robust health services has been relocated into a larger space away from the center of campus (in a former medical office). We have extensive telehealth capability for our student population as well. We will be working closely with our partner organizations, MidHudson Regional Hospital and Emergency One to expand service as needed. In addition to these, our Safety and Security staff includes four EMT’s who provide on-site services as needed.

Safe Transportation: Marist has amended its parking policy for academic year 2021 to allow all students to bring their cars to campus to ensure student access to transportation. Additionally, Marist security has dedicated a vehicle to transport students to testing and quarantine/isolation facilities. Use of the vehicle will follow best practices in safety and hygiene and will be outfitted with a barrier between the driver and passenger, and will require use of PPE for all parties.

- **PPE:** To ensure the safety and well-being of the Marist community, the College has developed a comprehensive policy regarding the provision and use of PPE based on the requirements and recommendations put forth by New York State (NYS), as well as the Centers for Disease Control and Prevention (CDC). All students, faculty, and staff will be provided with instruction on appropriate use and care for these items as part of their required training. Among other things, this policy requires that any time individuals come within six feet of another person who does not reside in the same residence (i.e. roommate), acceptable face coverings must be worn. In addition, employees, students and visitors will be required to wear face coverings in common areas or situations where social distancing may be difficult to maintain, such as riding in elevators, entering/exiting classrooms or student centers and traveling around the campus.

Reusable Cloth Face Coverings: Reusable face coverings will be made available for all students, faculty, and staff upon request.

Disposable Procedure Masks: Disposable procedure masks will be made available to public-facing departments, including all administrative buildings and points of service, so they can provide a temporary mask to customers who may arrive without a mask. Disposable procedure mask supplies at these locations will be replenished as needed.

N95 Respirators: N95 respirators will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance.

Face Shields: Face shields will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance.

Disposable Nitrile Gloves: Disposable nitrile gloves will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance. Additionally, disposable nitrile gloves will be made available upon request for employees who are responsible for cleaning/disinfecting high-touch areas.

Disposable Isolation Gowns: Disposable isolation gowns will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance.

Disposable Microporous Coveralls: Disposable microporous coveralls will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance.

Disposable Shoe Coverings: Disposable shoe coverings will be provided upon request to employees who will be in direct contact with a known/presumed infected person or space. Examples include Health Center employees and college EMT's who are responding to or treating an infected individual, as well as housekeepers and/or maintenance personnel who must enter a quarantine area for cleaning or maintenance.

- **Testing:**

Screening: On a daily basis, all faculty and staff will be required to conduct symptom monitoring by logging in to an online questionnaire accessed in myMarist and answering questions prescribed by the NYS Department of Health relating to COVID-19 symptoms, testing, exposure, and travel. On a periodic basis, students will be required to conduct symptom monitoring by logging in to an online questionnaire accessed in myMarist and answering questions prescribed by the NYS Department of Health relating to COVID-19 symptoms, testing, exposure, and travel.

Precautionary quarantine: Marist requires all international students and those from states identified as "restricted" to comply with the New York State requirement for quarantine for 14 days, prior to their move-in on campus.

Testing: Marist has establish a policy requiring all students to undergo a PCR-based molecular test for COVID-19 prior to their arrival on campus for the fall semester. Students who obtain positive test results must provide documentation of results, along with medical clearance to come to campus. All other students will be required to attest to the results of their test. Students who are unable to access a test (due to supply limitations in their state or other restrictions), will be required to obtain a test from MidHudson Regional Health Center upon arrival to campus.

- **Residential living:**

Capacity limits: In order to provide an on-campus living experience that promotes public health and safety, Marist housing will restrict the number of students living on campus to standard occupancy. Residence Halls have been de-densified by eliminating quads and in most cases, limiting occupancy to no more than two students. To facilitate a safe move-in process, an extended, de-densified schedule will be used with students assigned time slots based on room assignment.

Enhanced cleaning and disinfection: The College will employ a consistent, thorough, and deliberate cleaning strategy across all campus facilities. This strategy includes use of hospital-grade EPA approved products for disinfecting and deep cleaning of communal areas including bathrooms, lounges, kitchens, elevators, laundry areas, and hallways. Residence hall bathrooms and lounges will be disinfected at least three (3) times per day based on the resident's schedules and preferences. Additionally, to support increased hand washing, Marist has increased the number of hand sanitizer dispensers throughout the campus in order to ensure placement at the entrance to every building.

Social distancing and use of acceptable face coverings: Residence Halls have been modified to ensure social distancing in all lounges and common areas. This includes the removal of furniture, installation of floor markings, signage and modifications to common bathrooms. Face coverings/masks are required for students in all common areas outside of their individual dormitory rooms and all public spaces.

Non-essential gatherings and activities: In accordance with CDC guidelines and NYS requirements, the College is encouraging the use of WebEx or other online platforms to facilitate group interactions. In instances when gatherings are held, events will be limited in size, follow social distancing guidelines and will be held outdoors, as practicable.

Restricted access (student and visitors): Access to Marist's residence hall has been restricted to only students who live within the building. Parents and other visitors will not be allowed in housing facilities.

Special considerations: Marist is committed to providing reasonable accommodations for students, faculty, and staff who may be at-risk for contracting COVID-19. Where feasible, this may include housing accommodations.

Isolation and Quarantine: In accordance with New York State, Department of Health guidelines, the College has identified separate living spaces for persons undergoing isolation or quarantine. As previously noted, Marist has dedicated one residence hall, Talmadge Court, to serve as the site for isolation for students who

test positive for COVID. This capacity has the ability to serve 20 individuals at a time. Additionally, the College will dedicate a portion of a leased residence hall facility for quarantine purposes. This location will be used for the precautionary quarantine of students from “restricted” states, as determined by New York State, as well as for individuals identified as a patient under investigation (PUI) during the academic year. This location has the ability to serve 40 individuals at any given time.

Student Code of Conduct: All students are required to review and attest to a modified set of rules for the academic year, specific to COVID-19. Students are expected to engage in behaviors on and off campus that support the College’s efforts to ensure the health and safety of the Marist community. Failure to do so will result in disciplinary action, which may include dismissal or a removal from campus and a requirement to complete classes online.

- **Operational activity:**

Modified Academic Calendar: Marist has established a condensed Fall 2020 schedule which includes in-person courses from Monday, August 24 to Tuesday, November 24 and online courses from November 30 to December 4 online, with final exams taking place online December 7–11.

Academic instruction: The College will utilize a blended, flexible model of in-person and online instruction to provide flexibility for students to fulfill their academic requirements. In this model, each student will attend each class in-person a minimum of once per week, and will join class remotely during other days. Students will be provided with a schedule by each faculty member at the start of fall term. To support the learning environment, Marist has invested in a suite of technology tools for students to engage in collaborative activities, both on-site and remotely. Technology resources will supplement the in-person classroom environment and create additional ways to interact with peers in a project space scenario.

Academic support services: To support students outside of the classroom, Marist has adapted support services and advising. Faculty members and academic advisors are strongly encouraged to hold online office and services like the Writing Center, Tutoring, and the Center for Career Services will utilize a remote model of service. In-person meetings will be available, upon request with social distancing requirements.

- **Restart operations:** All campus locations, including classrooms, residence halls, and offices have been modified to reduce density in accordance with NYS requirements. Classrooms have been modified to allow for social distancing between students, and will operate at a reduced capacity (50% of maximum capacity or less). Academic buildings will feature modified wayfinding including one-way corridors and staircases, restricted use of elevators, and floor markings to ensure appropriate social distancing. Use of

communal space in academic buildings will be restricted. In alignment with CDC public health recommendations, academic spaces will be cleaned between class sessions with hospital-grade cleaning products and electrostatic sprayers. Restroom and high-touch surfaces will be cleaned regularly.

- **Extracurriculars:** Marist will continue to provide co-curricular programming to undergraduate students primarily using WebEx and Zoom. Club meetings will occur remotely, with limited exceptions as required. All recreation and intramural activities will take place outside with size limitation and social distancing requirements. Intramurals that involve close contact will not be included in programming for the fall.
- **Vulnerable Populations:** Marist is committed to providing reasonable accommodations for students, faculty, and staff who may be at-risk for contracting COVID-19. Where feasible, this may include remote instruction and/or work, and/or modifications to campus workspace. Accommodations requests are reviewed in accordance with the Americans with Disabilities Act on an individual basis by the appropriate department.
- **Hygiene, cleaning and disinfection:** Campus-wide cleaning and disinfection protocols have been developed for all campus locations including academic spaces, offices, residence halls, restrooms, and food service facilities, which comply with the cleaning and disinfection requirements from the Centers for Disease Control (CDC) and NYS Department of Health. Protocols include use of hospital-grade EPA approved products for disinfecting and deep cleaning of communal areas including bathrooms, lounges, kitchens, elevators, laundry areas, and hallways. Residence hall bathrooms and lounges will be disinfected at least three (3) times per day based on the resident's schedules and preferences. Additionally, to support increased hand washing, Marist has increased the number of hand sanitizer dispensers throughout the campus in order to ensure placement at the entrance to every building. Cleaning logs will be maintained that include the date, time, and scope of each cleaning and disinfection. These logs will be maintained by Associate Director of Physical Plant.

Marist will provide and maintain hand hygiene stations throughout the campus, including handwashing with soap and water, and disposable paper towels, as well as alcohol-based hand sanitizer containing 60% or more alcohol for areas where handwashing is not feasible.

II. Monitoring Campus Health Conditions

- **Testing responsibility:** Marist Health Services is responsible for administering protocols for COVID testing. In this capacity, Health Services will provide telehealth assessments for symptomatic students and facilitate appointments with MidHudson Regional Hospital. As part of the MOU with MidHudson Regional Hospital, test results will be communicated to Health Services and maintained in Marist's EMR, Medicat.

MARIST

- **Testing frequency and protocols:** To minimize the potential spread of COVID-19 on campus, Marist will require all students who exhibit symptoms, as defined by the CDC, to be tested and immediately isolate. This process will be managed by Marist's Student Health Services who will refer students to the College's testing partner, MidHudson Regional Hospital, via appointment. Students will be required to isolate until negative test results are documented and students receive clearance to return to campus from Student Health Services. Close contacts of individuals who test positive will also be required to test and quarantine for 14 days.
- **Surveillance Testing:** Marist and MidHudson Regional Hospital continue to explore capacity to conduct additional testing beyond symptomatic testing protocols.
- **Early warning signs:** Marist Health Services will continue to work closely with the Dutchess County Department of Health to monitor general health of campus, through metrics including the rate of COVID infection and the number of students in isolation.
- **Tracing:** To supplement the work of the Dutchess County Department of Health, Marist has convened an internal contact tracing team for COVID-19, whose work is led by two dedicated positions and overseen by a medical doctor. Through this process, Marist has developed a two-step training program which includes certification from the Johns Hopkins Bloomberg School of Public Health training program and a community-specific training to orient individuals to Marist's policies.
- **Screening:** To ensure the ongoing health and safety of the community, Marist students, faculty, and staff are required to participate in a robust, online health screening program and attest to whether they have tested positive for COVID, experience symptoms, or have been in contact with individuals who have tested positive. Additionally, all visitors (including parents) are required to complete an online health screening prior to their arrival on campus.

III. Containment

- **Isolation:** Marist's isolation policy is based on CDC guidance and NYS Department of Health requirements, and mandates students who test positive for COVID to enter isolation away from others until they are approved to return to normal access to campus life. For the safety of the entire Marist community, students who test positive will be instructed to return to their non-Marist residence, in a private vehicle and while avoiding close contact with others to complete their isolation. Resident students who test positive and who are NOT able to travel to their non-campus residence will be moved to an isolation space. Students who reside off-campus and develop symptoms or test positive, are recommended to self-isolate away from others, using a private bathroom and follow CDC guidance.

Marist has a comprehensive plan in place to support students in isolation including transportation to the site of quarantine, which will be pre-stocked with water and small

snack items, delivery of medicine and daily meals, daily telehealth visits with medical professionals, and remote access to academic programming. The health of students will be monitored by Student Health Services, who will refer to MidHudson Regional Hospital if more advanced care is needed.

- **Quarantine:** In alignment with CDC and New York State guidelines, Marist's quarantine policy requires close contacts (as defined by the CDC) of students with confirmed COVID tests to quarantine for 14 days. Quarantine will occur in a dedicated space that meets or exceeds New York State requirements until students are approved by Student Health Services to return to campus life. Daily meals, and medicine will be delivered to living quarters and students will access academic coursework via remote learning. While in quarantine, students will access support services including health services and counseling via telehealth.
- **Cleaning Exposed Areas:** Outlined below is Marist's protocol for cleaning exposed areas.
 - Upon notification that a space/location requires a COVID positive decontamination, Housekeeping staff will close the space/location for 24hrs from the time the ill person was last in there.
 - After 24hrs have passed, a trained housekeeping team will don appropriate PPE and enter the space/location to clean and disinfect it.
 - Electrostatic Sprayers (either guns or backpacks) will be utilized to spray the entire room with ALPHA-HP.
 - After waiting the 10 minute ALPHA-HP dwell time, the trained housekeepers will wipe all of the surfaces clean.
 - Once everything has been cleaned, the trained housekeeping team will electrostatically re-apply ALPHA-HP disinfectant to all surfaces in the space/location.
 - The space/location will remain closed until the ALPHA-HP has dried (approximately 30min to 1hr).
 - Housekeeping Management will notify appropriate staff when the room is completely disinfected and that it is safe to re-enter.
- **Communication:** Marist will continue to use a comprehensive strategy to communicate all safety protocols and policies with the entire campus community. This may include e-mails, daily updates to its dedicated website or iLearn portal, and where appropriate, WebEx discussions to ensure all members of the Marist community have access to relevant information.

IV. Shutdown Contingency Plans

- **Operational Activity:** In early spring, Marist convened an operations committee comprised of Cabinet officers, medical professionals, and subject-matter experts to oversee its response to the evolving COVID pandemic. Members of the operations committee have played a critical role in the spring 2020 shutdown and led all Marist's

planning for its fall reopening. Should a second shutdown be required, Marist will utilize a phased approach to migrate operations to a remote environment. We anticipate that this transition will occur over a two-week period.

Academics: Recognizing that COVID is an evolving situation, Marist is requiring that all faculty develop fall courses in its learning management tool, iLearn, with the idea that conditions may require any or all students, or the faculty member, to participate on a remote basis at any point during the semester. Robust iLearn course sites will include, at minimum, the course syllabus, grade book, course readings, discussion forums, and short, pre-recorded video lectures.

Administrative Staff: Marist has put in place necessary infrastructure to allow all administrative functions to continue, uninterrupted. Marist remote work is supported by VPN, Office-365, Webex, and Cisco VoIP, which allows employees to operate remotely with the same tools and system access as they would have if they were in their office. In addition, we are adding additional measures including multifactor authentication, Zoom and updated iLearn functionality to support remote and hybrid operations.

Essential Functions: As an essential business, Marist will limit on-campus functions to those that cannot be performed remotely. These include: 1) activities to assist with remote education, 2) accounts payable and payroll, 3) data center management and telecommunications (cloud services provided to other entities, including medical providers, the Town of Poughkeepsie Police Department, the FDR Library, and other colleges), and 4) other executive functions necessary for the health and safety of the Marist and local community.

- **Move-out:**

Traditional Undergraduate Students: In the event of a campus shutdown during the fall semester, Marist will utilize a time process to safely move residential students out of campus. This process is in place for move-in activities in August, and will be replicated with assigned move-out timeslots, restrictions on building access for guests, and mandated social distancing guidelines. Due to the number of undergraduate students who reside on campus, we anticipate that this process will likely occur over several days.

International students: Students who are unable to return home due to travel restrictions, or other extenuating circumstances, will be permitted to remain in campus housing until such time that they are able to relocate.

- **Communication:** Marist has developed a comprehensive plan to communicate with all constituencies, should a shutdown be required. Mirroring the process used in spring 2020, Marist will utilize a website as a central repository for information, in addition to e-mails and MaristAlerts as information becomes available. Initial communications will include a warning of potential shutdown, which will be followed by a schedule and detailed

MARIST

process for shutdown activities such as move out, transition of academic coursework, and remote work.