



Monroe Community College

STATE UNIVERSITY OF NEW YORK

General COVID-19 Response Guidelines Intersession/Spring Semester 2022

December 1, 2021

The following guidelines have been reviewed by the Monroe County Department of Public Health and may change in response to the latest federal, state, SUNY, and/or county guidance.

Overview & Purpose

The State University of New York (SUNY) and Monroe Community College (MCC) continue to operate under federal and state public health guidance to ensure the safety of our faculty, staff, and students at MCC's Applied Technologies Center, Brighton Campus, Downtown Campus, and Public Safety Training Facility. The health and well-being of students, faculty, and staff remain top priorities. Offsite learning locations (e.g., Rochester Arc + Flame, Eastman Business Park, clinical locations, etc.) may follow different guidelines.

The *General COVID-19 Response Guidelines: Intersession/Spring Semester 2022* adhere to SUNY's required COVID-19 health and safety protocols and has been reviewed by the Monroe County Department of Public Health (MCDPH).

MCC continues to safely increase in-person teaching and learning, especially for students enrolled in programs that require in-person instruction to achieve promised learning outcomes. MCC students and employees strive to maintain a very low, on-campus COVID-19 positivity rate. While New York state and Monroe County restrictions for higher education are now lifted, MCC continues to be reasonably conservative in its approach to increasing in-person learning and service options due to the presence of COVID-19 variants in the United States and abroad.

As compared to the 2020-2021 academic year during the height of the pandemic, MCC offers a more robust in-person academic experience for students. Students may choose from a wider variety of in-person courses and labs as well as those delivered via SUNY Online (students choose when to attend) and remote-live technologies (students participate on specific dates and times). Services and co-curricular programming (e.g., student life, athletics) are also offered safely in person.

The MCC Association (i.e., MCC Bookstore, Richard M. Guon Child Care Center, Housing and Residence Life) and its partners (food services, Sodexo) operate under a separate plan.

General Guidance

If federal, New York state, SUNY, or Monroe County Department of Public Health (MCDPH) guidance changes, MCC's operating guidelines will be updated accordingly.

Health-related Restrictions

Students, faculty and staff. Individuals are considered fully vaccinated: (1) two weeks after receiving the second dose in a two-dose COVID-19 series or (2) two weeks after receiving a single dose vaccine. See the "Vaccine Disclosure" section of this document for additional information.

Unvaccinated individuals must follow the latest [U.S. Center for Disease Control and Prevention \(CDC\) guidance](#), including wearing a mask, social distancing and participating in weekly COVID-19 testing. MCC will respond to individual virus exposure situations following Centers for Disease Control and Prevention guidance [Testing, Screening, and Outbreak Response for Institutions of Higher Education](#) MCDPH protocols.

SUNY, Monroe County and MCC retain the authority to **pause campus activities** in cases of increased community transmission of COVID-19. Students and employees will be notified via an MCC Alert (email, text, and phone) and other communication channels if there is a significant rise in MCC's on-campus positivity rate and/or significant changes to general guidance.

COVID-19 Vaccination Requirements

SUNY and MCC mandate all students and encourage employees to get vaccinated for COVID-19 as part of MCC's comprehensive efforts to promote health and safety.

COVID-19 vaccination is mandatory for all SUNY students who take in-person classes, live on campus or have any on-campus presence. COVID-19 vaccination is treated like all other student immunization requirements. Employees are not required to have a COVID-19 vaccination and have the option to voluntarily submit proof of vaccination to Human Resources.

A. Students

- SUNY and MCC mandate students be vaccinated against COVID-19 in order to have a physical presence on campus.
- Students who are not vaccinated and participate only in online courses must attest that they will not come to campus.
- Students are considered fully vaccinated: (1) two weeks after receiving the second dose in a two-dose COVID-19 series or (2) two weeks after receiving a single dose vaccine.
- MCC students are encouraged to upload proof of vaccination (screen shot of vaccine card) to the [MCC Student Health Services Portal](#).
- Fully vaccinated students who have submitted proof of vaccination are not required to participate in weekly COVID-19 testing.
- Students who have received one shot of a two-shot vaccine series by the first day of class must apply for a medical accommodation via the MCC Student Health Services Portal in order to attend class. The medical accommodation provides additional time to complete the vaccine series.
- Students may apply for a medical or religious COVID-19 vaccination exception via the MCC Student Health Services Portal. (Students taking intersession courses must verify vaccination by the first day of class. The spring semester deadline is January 14, 2022. Late start courses may have a different deadline.)
 - Students who received a medical or religious exemption for Fall Semester 2021 are not required to submit a new exemption request for Spring Semester 2022.
 - Students who receive an exemption are required to test weekly for COVID-19.
 - A decision in response to an exemption application will be sent to the student's MCC email address.
- Students/Learners participating in MCC Economic and Workforce Development Center (EDIWS), MCC Corporate College, or Public Safety Training Facility (PSTF) programs should refer to the *MCC Economic and Workforce Development Center (EDIWS) and MCC Corporate College* section of this document for more detailed information related to those programs.

B. Employees

- SUNY and MCC encourage employees to get vaccinated to stop the spread of COVID-19. Vaccination is not required to work in person.
- MCC follows federal guidance and COVID-19 vaccination requirements.
- Employees are considered fully vaccinated: (1) two weeks after receiving the second dose in a two-dose COVID-19 series or (2) two weeks after receiving a single dose vaccine.
- Employees are encouraged to disclose their vaccine status by completing [MCC's Voluntary Vaccine Disclosure form](#).
 - Vaccinated employees who would like to submit documentation to forgo weekly COVID-19 testing must complete [MCC's Voluntary Vaccine Disclosure Form](#).
 - Employees should only complete this form if they are fully vaccinated, that is, if it has been at least two (2) weeks since receiving two (2) doses of Moderna or Pfizer, or two (2) weeks since receiving one (1) dose of Johnson & Johnson.

- You must include your entire vaccine card clearly showing your name, date of vaccine doses, brand, and all other relevant information. A screenshot or PDF copy of the NYS Excelsior Pass proof of vaccination is also acceptable documentation.
- Employees whose vaccine status changes (i.e., they are vaccinated after the survey collection) may submit a scan/image of their entire vaccine card clearly showing name, date of vaccine doses, brand, and all other relevant information using the [Voluntary Vaccine Disclosure form](#). A screenshot or PDF copy of the NYS Excelsior Pass proof of vaccination is also acceptable documentation.
- The ADA requires MCC to maintain the confidentiality of employee medical information, such as documentation or other confirmation of COVID-19 vaccination. This information, like all medical information, must be kept confidential and stored separately from the employee's personnel files under the ADA. The College will report only aggregate data with respect to vaccination status (e.g., *As of X date, X number of employees reported that they are fully vaccinated*).

C. MCC Economic and Workforce Development Center (EDIWS) and MCC Corporate College

- Programs/Courses delivered in person at an MCC campus or site require participants to be fully vaccinated.
 - Participants can verify their COVID-19 vaccination status by uploading a photo of their vaccination card to the [MCC Student Health Services Portal](#), **OR**
 - Submit a copy of their vaccination card to their instructor on the first day of class.
- SUNY policy defers to guidelines established by some off-site programs, including:
 - Skilled trades programs delivered at the Eastman Business Park
 - Welding programs delivered at the Rochester Arc & Flame Center
 - Programs delivered at employer-specific locations
- Participants in programs/courses with rolling start dates prior to the start of or during the semester, that meet in person more than once, must
 - Verify vaccination against COVID-19 (i.e., have completed a full vaccine series—meaning that the participant has received at least one dose of a single dose vaccine or one or two doses of a two-dose series), provided, however, that this period does not include the two-week window after completion of the series needed for immunity; **OR**
 - Apply for a medical or religious exemption or medical accommodation via the [MCC Student Health Services Portal](#). Exemption forms are also available on the MCC website under [COVID-19 Updates & Resources](#).
 - An approved medical accommodation provides the applicant additional time to become fully vaccinated (i.e., receive the second shot of a two-shot vaccine series).
 - A decision in response to an exemption application will be sent to the student's MCC email address or provided email address.
- Learners who are exempt from vaccination must sign/submit an attestation form, provided by their instructor on the first day of class, to show understanding that without full vaccination against COVID-19, they are not permitted to access any SUNY campus facilities in person, with limited exceptions.
- **DISCLAIMER:** Attestation does not apply to a student who is a first responder called to an MCC campus or site in response to an emergency situation.
- Contact the Economic and Workforce Development Center at (585) 685-6004 with questions.

D. Public Safety Training Facility

- Programs/classes delivered in person at the Public Safety Training Facility require participants to be fully vaccinated.
 - Participants can show proof of vaccination status by submitting a photo of their vaccination card to the [MCC Student Health Services Portal](#).
 - SUNY has granted vaccine policy exemption for some off-site programs, please contact the Public Safety Training Facility by phone at (585) 753-3800 for specific program/course related information.
- Participants in programs/classes with start dates outside of the normal MCC semester start must:
 - Verify vaccination against COVID-19 (i.e., have completed a full vaccine series—meaning that the participant has received at least one dose of a single dose vaccine or one or two doses of a two-dose series), provided, however, that this period does not include the two-week window after completion of the series needed for immunity; **OR**
 - Apply for a medical or religious exemption or medical accommodation via the MCC Student Health Services Portal. Exemption forms are also available on the MCC website under [COVID-19 Updates & Resources](#)
 - An approved medical accommodation provides the applicant additional time to become fully vaccinated (i.e., receive the second shot of a two-shot vaccine series).
 - A decision in response to an exemption application will be sent to the student's MCC email address or provided email address.
- All participants participating in programs/courses that are exempt from vaccination must submit a signed attestation form, provided by their instructor on the first day of class, to show understanding that without full vaccination against COVID-19, they are not permitted to access any SUNY campus facilities in person, with limited exceptions.
- *Disclaimer:* Attestation does not apply to a student who is a first responder called to an MCC campus or site in response to an emergency situation.
- Contact the Public Safety Training Facility directly at (585) 753-3800 with questions.

Masking

Due to Monroe County's consistently high virus transmission rate, **masks are required** to be worn by everyone - regardless of vaccination status - inside all MCC building. (Subject to change per SUNY, CDC, Monroe County, and MCC guidelines.) Instructional spaces are defined as spaces that are assigned specific course section numbers on specific days and times during the semester.

Exceptions: Some offsite locations, such as Rochester Arc + Flame, Eastman Business Park, and off-site training coordinated by the Public Safety Training Facility may follow different guidelines due to the nature of instruction.

Face shields will be provided to those with qualifying medical accommodations.

- Employees needing accommodations should contact Human Resources.
- Students needing accommodations should contact Counseling and Disability Services.

COVID-19 Testing

- MCC [COVID-19 pooled testing](#) sessions are coordinated by MCC Health Services and Public Safety offices. MCC works in partnership with SUNY Upstate Medical University to register participants and test saliva samples.
- Faculty, staff and students who verify vaccination may opt out of weekly testing.
- **Unvaccinated individuals are required to test each week.** Limited pool and/or rapid testing will continue to be available at the College's expense until updated guidance removes testing requirements.
- Results of tests administered elsewhere can be submitted to [MCC Health Services](#) (students) or [Human Resources](#) (faculty and staff).
- MCC provides requested testing and case-tracking data to SUNY on a weekly basis.

Mandatory Quarantine and Isolation due to COVID-19

Students are required to immediately notify MCC Health Services and the Office of Student Rights and Responsibilities if they test positive for COVID-19. Employees are required to contact Human Resources.

Students and employees who test positive for COVID-19, have been exposed to individuals who tested positive for COVID-19, or are informed by a state or local health department, medical professional or MCC Health Services representative that you are "at risk" for having COVID-19, may be required to quarantine or isolate and must not come to campus. Positive test results are confirmed by the Monroe County Department of Public Health. New York state and Monroe County manage contact tracing and case follow up.

This may include taking classes remotely, staying in a specific on-campus residence hall and room, and not going to other campus facilities for a specific time frame. Resident students will be assisted by Office of Housing and Residence Life and MCC Health Services staff and receive access to food, medicine and supplies. Mental health, wellness, academic and/or other supports will also be available as needed.

International Travel

MCC study abroad programs for students are not permitted at this time. Employee requests for international travel on behalf of the institution will be reviewed on an individual basis through March 31, 2022. MCC reserves the right to extend the suspension of international travel on behalf of the institution for the remainder of the academic year.

Support Resources

MCC and SUNY continue to offer resources to help students get the support they need to successfully complete their studies and achieve their goals. Resources are listed on MCC's website and reinforced via the student portal, email, daily e-newsletter and social media. Resources include:

- [MCC Student Resources](#)
- [MCC Health Services](#)
- [MCC Libraries Updates, Resources, and Services](#)
- [MCC's Counseling Center](#)
- [MCC Veteran Services](#)
- Veterans Crisis Line: 1-800-273-8255 or text to **838255**
- National Text Line for Students of Color: Text **STEVE to 741-741**

- National Trans Lifeline: 1-877-565-8860
- [ReachOut SUNY](#)
- [Thriving Campus](#)
- [Middle Earth from the University at Albany](#)
- New York State Office of Mental Health Crisis Text Line: Text **GOT5** to **741-741**

Telecommuting

Telecommuting is an alternate work arrangement that allows employees to conduct some of their work away from their assigned work site. [MCC's Telecommuting Pilot program](#) is available for employees.

Cleaning and Disinfecting Protocols

The Custodial Operations Department will adhere to the CDC Guidelines for cleaning and disinfecting. MCC's Custodial Operations Department staff complete the following tasks Monday through Friday:

- Common spaces in hallways and lounges - routinely disinfect surfaces and touch points (utilizing Protexus electrostatic sprayer), and empty trash
- Restrooms - daily disinfect, clean and restock all open restrooms
- Residence Halls - disinfect and clean daily common spaces, common restrooms, stairwells, hallways, trash rooms and laundry facilities.
- Classrooms in use - empty trash daily, vacuum or mop one night per week, empty recycling one night per week, straighten desks/chairs nightly, disinfect desks, surfaces and touch points nightly (utilizing Protexus sprayer in rooms with minimal technology)
- Public offices/shared spaces - empty all common space trash nightly, vacuum or mop three nights per week, empty recycling one night per week, spot clean surfaces three nights per week, and disinfect touch points nightly
- Personal offices - vacuum or mop as needed or biweekly, complements faculty and staff cleaning before and after use
- Spaces for medical treatment receive services and disinfection nightly

Campus Safety Monitor

MCC's Chief of Public Safety serves as the Campus Safety Monitor, having the responsibility of coordinating ongoing campus compliance with all pandemic/COVID-19 related guidance.

This document is subject to change based on federal, state, SUNY and Monroe County guidelines.