



RETURNING TO CAMPUS: WORKING TOGETHER TO KEEP MONROE HEALTHY AND WELL

Earlier this summer, the College submitted a detailed report to New York State that outlined a comprehensive set of on-campus processes, protocols, and operational changes adopted in light of the public health crisis. These measures are designed to maintain the health and wellness of our staff, faculty, and students as we cautiously welcome select students on campus for the Fall semester. You may receive a copy of the report by emailing Jackie Ruegger at jruegger@monroecollege.edu.

REMEMBER – WE ARE ALL IN THIS TOGETHER.

Maintaining health and wellness on campus is a shared responsibility. The pandemic is not over and everyone has to do their part to protect themselves -- and each other. That includes staying home when you don't feel well and following the wellness directives of Public Safety and posted signage when on campus. Please see the next page for important information about additional on-campus requirements.

Steps we have taken to safeguard students, faculty, and staff:

- ▶ Installed Plexiglass shields at all Public Safety desks, as well as the main reception desks in high-traffic student offices
- ▶ Requiring a temperature check for everyone coming to campus using no-contact temperature readers
- ▶ Requiring masks to be worn on campus (unless you are alone or sufficiently socially distanced)
- ▶ Reduced office headcount capacity and developed alternative work schedules to minimize the number of employees in shared office locations
- ▶ Purchased electrostatic disinfectant sprayers to be used during nightly cleaning for an added layer of protection
- ▶ Provided training to Facilities Management staff to assure proper cleaning and sanitization practices
- ▶ Upgraded our HVAC filters to the CDC's recommended MERV-13 grade
- ▶ Purchased more than 40,000 face masks and other PPE
- ▶ Created a daily health screening process and app to implement it
- ▶ Established on-campus mechanisms to assist with contact tracing should the need arise
- ▶ Boosted the number of hand-sanitizing units in each building with the purchase of freestanding hand-sanitization kiosks (and ample stock of hand sanitizing gel)
- ▶ Reconfigured workspaces and public areas to support social distancing
- ▶ Installed signage to remind all on campus to wear a mask, practice social distancing, and wash hands frequently (among other important actions)

Steps we have taken to safeguard students, faculty, and staff: *(continued)*

- ▶ Decreased classroom capacity to 10-12 students with assigned seating to enforce social distancing and assist with contact tracing if necessary
- ▶ Partnered with Montefiore New Rochelle Hospital and Essen Medical to provide COVID testing to housing students and others in the College community at our expense
- ▶ Established quarantine and isolation spaces in the dorms and on campus
- ▶ Placed a moratorium on external guests on campus (exceptions will be made on a case-by-case basis and only if the College's health and wellness protocols will be enforced)

Steps we all must take to help keep our community healthy:

- ▶ Monitor your health and stay home if you don't feel well
- ▶ Completion of the Daily Health Screening Questionnaire (or app) every day you are on campus
- ▶ Submit to a no-contact temperature scan upon arrival at each building
- ▶ Practice social distancing – continually maintain six feet of distance from others
- ▶ Always wear a face mask or similar covering
- ▶ Wash your hands often and use available hand-sanitizing stations
- ▶ Comply with posted room capacity signs (especially within shared spaces such as restrooms, elevators, and dorm laundry facilities)
- ▶ Limit your travels around campus to just the necessary locations
- ▶ Keep in-person interactions to a minimum
- ▶ Notify us if you travel out of state

Additional steps for staff and faculty:

- ▶ Work with your manager to determine an appropriate work schedule given the needs of your team, the College's operational needs, and your individual preferences
- ▶ Keep your desk free of paper, folders, etc. at the end of the day to assist with the electrostatic disinfection work
- ▶ Space out workstations in shared offices
- ▶ Schedule virtual meetings
- ▶ Use conference rooms and similar spaces only when the number of attendees does not exceed the room's capacity to allow proper social distancing

Questions or comments about any details relating to our reopening plans?

Please reach out to Mr. David Dimond at ddimond@monroecollege.edu.