

Successful Fall Opening 2020



CENTRAL
CONNECTICUT STATE UNIVERSITY

7/29/2020



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REOPENING PLANS FOR COLLEGES & UNIVERSITIES IN PHASE 3 FALL 2020

Name of Institution: Central Connecticut State University

COVID-19 Coordinator (Name and Title): Sal Cintonino, Chief Operations Officer

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Intended date of first students' arrival (on or after August 10): August 10, 2020

Intended date of classes starting: August 26, 2020

Intended duration of the fall semester or quarter: On-ground classes conclude and move online November 24, 2020. Semester ends: December 23, 2020

Date submitted: July 29, 2020 (If the CDC or Connecticut Department of Public Health guidelines are changed or amended, our plans will be adjusted accordingly.)

PART ONE

PLAN FOR REPOPULATING THE CAMPUS (reentry of students)

Classrooms

Central Connecticut State University (CCSU) is implementing an on-ground (35%) and online (65%) model for Fall 2020. On-ground courses will be considered "HyFlex" offerings. The University invested more than \$1.2 million in the development of 34 classrooms, 4 large lecture spaces, and 29 labs/specialty spaces for HyFlex learning. HyFlex is a flexible hybrid model that would allow courses to be simultaneously delivered both in-person and online, using lecture capturing and broadcasting capabilities in classrooms. Within the HyFlex model, teaching, learning, and student services can be provided both on-ground and online. In this model, on-ground capacity is reduced to the number of students that can be placed in a classroom while maintaining six-foot social distancing requirements (approximately 12 students in most rooms), while other students, approximately 20, are attending the live teaching event via electronic means.

Hundreds of new physical and digital signs will remind the campus community to follow the social distancing safety measure. Plexiglass will be installed in administrative offices and classrooms as an added layer of protection when social distancing could be compromised. Physical barriers will be placed outside of service areas to guide social distancing leading up to service desks/windows/counters. Additional safety measures will include overhead signage, counter signage, floor spacing decals, and a nearby supply of cleaning products. To eliminate hallway congestion, rooms adjacent to the HyFlex classrooms will be designated and prepared to serve as safe waiting areas where students, prior to class, can maintain social distancing. Academic buildings will be set up using a one-way travel plan in corridors and stairwells to help reduce contact with other students and faculty.

Off-campus learning experiences are also an important component of many of our academic programs. In some cases, experiential learning is required for not only program completion, but also certification and licensure. These learning experiences include off-campus practicums, internships, student teaching, clinical and field placements, and other off-campus opportunities.

CCSU is working to provide the greatest number of experiential opportunities to students while operating from a “safety first” mindset. A safety team has developed health and safety guidelines, while also examining and understanding external protocols required at the off-campus sites.

Some of these health and safety guidelines include:

- Students must complete a newly developed Experiential Learning Application that establishes the safety protocols that must be followed and includes important contact information for the student, faculty, and off-campus site supervisor that is essential for contact tracing; this must be acknowledged by the student, faculty, and off-campus site supervisor.
- Students must also submit a signed COVID-19 Assumption of Risk and Release of Liability Waiver.
- Experiential learning opportunities must be prioritized for programs that require off-campus hours leading to certification and licensure.
- The appropriate Dean’s Office must have an inventory of off-campus experiences on file, as well as acknowledged receipt of the Experiential Learning Application and Waiver from the student, faculty, and site supervisor.
- Accommodations should be made for students whose off-campus experience must be terminated due to COVID-19; in some cases, students’ program completion will be delayed when off-campus hours are required for certification and licensure.
- In situations and circumstances out of our control that do not allow students to complete their required hours, providing an “incomplete” as a final grade is strongly recommended to ensure students are not financially responsible for additional course tuition. Similarly, in programs that would allow for other simulated or alternative experiences, this is strongly recommended to allow for students to complete their program.

Dining Halls

We are collaborating with our dining service provider Sodexo to establish a phased-in reopening of our campus dining facilities. Using new technologies and modifying dining facilities, Sodexo will provide our students with several dining styles and options that adhere to local, state, and federal health guidelines while providing flexibility and a sense of safety. The operational changes include:

- Meal options will include dine-in, carry-out, prepackaged foods and Grub Hub delivery on campus, where feasible.
- By downloading and using the “Bite” app, students can view daily menus to plan ahead.
- To limit physical contact between staff and students, new technology will be installed to create touchless entryways and create options for online ordering, cashless payments, and delivery.
- Self-service options will be eliminated.
- Following social distancing requirements, dining rooms will operate at 30 percent capacity. Floor markers, additional health & safety signage, and plexiglass barriers will be installed.
- Service during Quarantine will include safe meal delivery options to isolated locations for students experiencing symptoms or diagnosed with COVID-19.
- Sodexo employees will wear masks and gloves and continue to wash hands frequently. They will also regularly report on their health, including temperature checks.
- High-touch surfaces will be cleaned frequently with professional-grade products.

Athletics

The Northeast Conference Council (NEC) of Presidents recently announced the postponement of all competition and championships for the Fall 2020 season due to the continuing challenges presented by the pandemic. The NEC will reconvene on October 1 to evaluate the public health crisis and competitive options moving forward. CCSU student-athletes are scheduled to return to campus with the general student body on

August 24, 2020. Following NCAA Division 1 regulations and NEC protocols, athletes will be allowed to practice and participate in other athletics-related activities.

Training and practice protocols have been established to govern practices and coordinated team activities. Prior to each contest, a representative of CCSU will communicate these protocols with all visiting institutions. Should the NEC provide additional guidelines, those will also be utilized.

Athletics Protocols

CCSU will educate our student-athletes, coaches, and staff in the health and safety practices and symptoms and protocols related to COVID-19 through digital presentations and online resources. All Athletics teams will be required to follow practice, training room, and travel competition protocols.

Reporting

- A positive test result requires immediate call to CCSU COVID-19 contact-tracing hot line (additional information on contact tracing on page 14).
- Student-athlete contacts head coach, head athletic trainer and the Office of Student Affairs in the event of a positive test result or COVID-19 symptoms.
- Coaches and staff contact Head Coach/Athletic Director, Head Athletic Trainer and Human Resources (HR) in the event of a positive test result or COVID-19 symptoms.

Return to Play

Our return to play/competition will take place in phases, as defined below. These phases have been recommended and reviewed by our team physicians. A working spreadsheet has been created for each team to assist individual student-athletes in the completion of the phases.

- **Phase 1** (14 days) - Groups of four to five student-athletes will eat and train together avoiding contact with other team members and other student-athletes. As advised by our doctors, this 14-day period holds even for those who test negative upon their arrival to campus.
- **Phase 2** (7-14 days) - Groups of 10 to 12 student-athletes will eat and train together. The decision on length of this phase (and in some cases extending it) will be determined in consultation with our medical experts. Some athletes may need additional time to physically condition to the appropriate level.
- **Phase 3** (7-14 days) - The entire team reunites. Determining when the team or individual athletes need a longer time to physically condition to the appropriate level will occur in collaboration with our medical experts.

Practice

Coaches will be required to submit a practice plan for each of the three phases of return to play. Locker room usage during preseason camp will be limited according to guidelines set in place by the University.

- Coordinated practice times/schedules: Each student-athlete/group should be given a designated time to be present at the facility.
- Logistics: Arrival and departure must be scheduled so groups will not meet en masse.
- Equipment: Surfaces and equipment must be disinfected prior to each training group's arrival and after each group's departure.
- Uniforms/Clothing: A policy for the return of clothing to the equipment room for proper washing has been established and will require the use of drop-off bins to avoid direct hand-off from students to staff.
- Hydration: Student-athletes will be responsible for providing their own water bottles, which must be clearly labeled, for use in the weight room and during practices and games.

- Coaches will not use whistles during practice.
- Coaches and other staff will be required to wear masks at practice.
- Student-athletes will remain part of the same group for each phase of return to play.
- Social distancing guidelines will be enforced:
 - 6 feet between persons; 12 feet between persons during workouts.
 - 15 feet is advised for coaching staff.
- If multiple groups are on the field at the same time, quadrants must be established to maintain adequate distancing.
- If multiple coaches are on the field, they must stay with their assigned group and are not to circulate with other groups during the training session.
- Touch surfaces on the way in and way out of training areas will be limited (i.e. balls, cones, goals).
- Student-athletes reporting to training should arrive wearing/bringing any needed clothing, equipment, towels, etc.
- At the completion of each training session, student-athletes should leave promptly and shower at home or their residence hall.

Athletic Training Room

Access to the Athletic Training Room will be limited to assigned times only, to be determined by the Athletic Training staff. The number of individuals allowed in the room will be determined by the University prior to preseason camps. This information will be shared with each visiting team prior to competition.

Pre-Competition Screening for Home and Away Contests

Prior to departure to an away contest, a temperature check and COVID-19 signs and symptoms screening shall be performed on all student-athletes and staff.

- Should a visiting team not travel with medical personnel, the visiting institution shall designate a staff member to screen and report student-athletes' and staff results.
- Any student-athlete or staff with a fever over 100.4 or any symptoms shall not be allowed to travel and be immediately referred for medical care and potential isolation. This process shall be repeated if game or away practice is next calendar day.
- Screening shall be completed prior to arrival at host facility.
- On subsequent dates, any student-athlete or staff with fever over 100.4 or any symptoms shall not be allowed to travel and be immediately referred for medical care and potential isolation.
- A written form from both host and visiting institution detailing travel and host party clearance or failure shall be exchanged prior to facility usage.

Spaces for Student Congregation

The campus has identified "open" outdoor spaces for group socialization and so-called "areas of expression" while maintaining social distancing. Also, large interior locations have been assessed for the potential of hosting smaller capacity groups while maintaining the 6-foot social distancing requirement. The University Architect worked in concert with the Health and Safety Director to identify spaces which would safely accommodate 40-plus students. These spaces include the Library, Carol Ammon Atrium, Founders Hall, Alumni Hall, the Student Center, Kaiser Gymnasium, and Devils Den. Spatial distancing is being achieved in these locations by a variety of methods, which may include placement of furniture, removal of seating, instructional signage, and floor markings.

Residence Life

Following the state's guidelines for reopening university campuses this fall, CCSU will open seven residence halls. Significant modifications in occupancy rates will be implemented, in addition to health and safety equipment and resources.

Instead of a single “move-in weekend,” the Residence Life team has created a two-phase residence hall reopening plan (see details below) designed to keep students and staff safe. Students must schedule an appointment with Residence Life to drop off their belongings in mid-August and return to campus just prior to the start of classes to move in.

In alignment with state guidelines, COVID-19 testing is required for all resident-students. This testing must be conducted no more than 14 days before arrival. Throughout the semester, the state will also be testing 10% of our resident-students each week. A coordinated plan has been developed in collaboration with Griffin Health Care. These weekly testing plans will enable the ongoing testing throughout the semester of our resident-students.

The Guidelines for Residence Hall/Dormitory Bathrooms will be followed. In addition, health and safety measures related to residence hall life include:

- Face masks must be worn in public areas of residence halls including hallways, stairways, bathrooms and common areas. They are not required in a student’s own room.
- Social distancing in public spaces (lounges, meeting rooms, hall bathrooms) is required (though many of the public spaces will be closed).
- The maximum size of any suite will be capped at four students to promote effective social distancing.
- Only resident-students will be allowed in their residence hall during the semester. Room visits are restricted to other hall residents and only one at a time (two for a suite).
- No family or guests will be allowed in the halls (other than one guest on “Drop Off Day”).
- Special areas outside of residence halls (i.e. large rooms in nearby buildings) will be designated for family/guest visits.
- Shared kitchens will be closed.
- Students who reside in suites or apartments with private bathrooms must keep all personal items in the bedroom.
- New cleaning protocols have been developed for high touch areas. Cleaning and disinfecting products will be provided throughout the building and frequency of cleaning public areas and bathrooms will be increased.
- Residence Life and student staff are receiving additional training in health and safety regulations.
- Virtual floor communities will be established, and, through regular meetings and activities, Resident Assistants (RAs) will build relationships. In the event of a full campus shutdown, RAs and residents already will be connected and able to stay in touch for the duration of the semester.

Orientation/Arrival

Phase One: Drop-Off

Resident-students will register for a day and time period between August 12 and August 18 to deliver their belongings to their dorm room. Students with scheduling issues or from out of state, special arrangements will be provided.

- Students will need to comply with COVID testing requirements prior to drop-off. Specific information related to testing will be emailed to students prior to drop-off.
- Students will login to MyHousing to sign up for a drop-off time.
- At drop-off, each student must provide an ID and a copy of their confirmation email to obtain access to their residence hall.
- A staff member will be standing by to provide room access.
- Elevator occupancy will be limited to a student and their one guest.
- Specific stairwells will be designated for either up or down travel.
- When exiting their vehicle, each student and guest will be required to wear a face mask.
- Once drop-off is complete, student and guest will be asked to exit the area promptly.

Phase Two: Move-In

- First year students will move in on **August 24** and transfer and continuing students on **August 25**.
- Student will be assigned a move-in time based on their status (i.e., freshmen, transfer, continuing student) and building location. They will receive an email in August (prior to move-in) with information about move-in day and time.
- Upon arrival, they will be checked in by staff to verify that they are taking occupancy of the room and have complied with testing and vaccine requirements.
- Incoming resident-students must have documentation that they have had a COVID-19 test within 14 days prior to their arrival on campus. This documentation must be submitted prior to arrival on campus or in person upon arrival. Additional requirements are outlined in Part Two of this report.
- No guests or family are allowed into the residence halls on move-in day.
- Students will submit an online self-screening questionnaire upon arrival to campus and each day for the first seven days.

Personal Protective Equipment

Face Mask and Social Distancing Protocols

CCSU is committed to the safety of all members of the CCSU community including students, faculty, staff and vendors invited to campus. Due to the unique and uncertain nature of the COVID-19 pandemic, strict adherence to safety and other precautionary measures is paramount to protecting against and preventing the spread of the virus. As such, all CCSU faculty, staff, students, and vendors are required to abide by the established safety protocols regarding the wearing of masks, maintaining social distancing, and all other safety guidelines.

The wearing of face masks is required in all campus buildings and at outside locations where social distancing is not feasible. Bandanas, scarves, or stretched shirts are not considered safe alternatives. Masks must cover the nose and mouth and have tension that reasonably seals both the top and bottom of the mask.

CCSU has procured personal protective equipment (PPE) to support the mask safety protocol during the summer and fall, but the campus community is strongly encouraged to purchase their own masks.

Cloth and disposable face masks will be provided for those faculty, staff, or students who do not bring their own from home. During the fall semester, mask dispensing stations will be offered at five locations on campus: the former University smoking huts and a drive-up depot located at the top of Arute Parking Lot. Employees will be responsible for the care and cleaning/maintenance of the issued cloth face mask.

Hundreds of new physical and digital signs will remind the campus community to follow the six-foot, social distancing safety measures. Plexiglass will be installed in administrative offices and classrooms as an added layer of protection when social distancing could be compromised. Physical barriers will be placed outside of service areas to guide social distancing leading up to service desks/windows/counters. Additional safety measures will include overhead signage, counter signage, floor spacing decals, and a nearby supply of cleaning products.

Noncompliance Procedures

In the event a member of the CCSU community is observed to be in noncompliance with the University's health and safety protocols, the following actions shall be taken:

For employees

HR will promptly provide assistance and direction to managers, deans, and supervisors to address instances of noncompliance, working within the confines of collective bargaining agreements where applicable.

For students in the classroom

Faculty will direct students to comply with face mask and safety requirements. Students who fail to follow the faculty member's direction shall be asked to leave the classroom and be referred to the Office of Student Rights and Responsibilities (SRR).

For visitors, vendors, and students outside of the classroom

Reports of noncompliant visitors, vendors, students, and others failing to follow safety protocols (i.e., face masks, social distancing, etc.) should be directed to the "COVID Hotline." Upon receiving these compliance complaints, designated personnel will be deployed to investigate the matter immediately, identify the status of the noncompliant individual(s), and make a referral to the area responsible for enforcement.

Please note: Individuals who have underlying medical conditions and have been advised by a medical professional not to wear a mask or other PPE shall not come to campus without prior approval. Faculty and staff must contact HR immediately following said medical advice to obtain approval prior to coming to campus and/or a workplace accommodation, if appropriate. Students must contact the Office of Student Disability Services.

Other PPE Requirements

Research or tasks that require specialized PPE will be outlined in PPE Hazard Assessments by the Office of Environmental Health & Safety (EHS). PPE for employees who potentially could be in contact with COVID-19 positive cases will be equipped with N95 masks under the CCSU Respiratory Protection Program, as well as gloves, gowns, safety glasses/goggles, face shields, and face masks. These employee groups are limited to Health Services and the Police Department.

Employees working with people who are not COVID-19 positive or suspected to be COVID-19 positive but are working in close proximity to others (i.e. Nursing or Athletic Training programs), will be equipped with gloves, gowns, safety glasses/goggles, face shields, and face masks.

Disinfection

The Facilities Management Department is following disinfection and sanitization protocols recommended by the Connecticut Department of Public Health and the CDC. The supply chain for procuring these products has been secured for over two months. These supplies will enable the University to maintain the highest level of management as it relates to disinfecting and sanitizing. Building entrances and classrooms are being equipped with hand sanitizers and disinfecting wipes. Disinfecting and cleaning products will also be available in bathrooms, common copy machine areas, and shared facility locations. Bathrooms are being cleaned in accordance with state general guidelines for business. Informational signage outlining these safety guidelines are posted throughout the entire campus.

Additional cleaning measures being implemented include:

- Using an approved disinfectant that addresses COVID-19
- Daily disinfection routines in all the buildings using a variety of manual and battery-operated sprayers including backpacks for large areas
- Deep cleaning and disinfection of residence halls
- Deep cleaning and disinfection of dining areas
- Blocks of time have been scheduled for cleaning of classrooms between each class
- Disinfecting high-touch areas (doorknobs, handles, railings, entrances, etc.) in buildings multiple times throughout the day
- Cleaning and disinfection all bathrooms multiple times throughout the day
- All hard floor surfaces cleaned daily with disinfectant

- Public notices (signs) have been posted throughout buildings highlighting the need for disinfection using hand sanitizers, wipes, and cleaning regimens.
- Outside air supply for buildings will be increased to allow more fresh air into buildings.

Travel

All travel outside of Connecticut financially supported and/or approved by the University has been suspended until further notice. Requests for exception must be submitted to CCSU President Zulma Toro and should be directed to Courtney McDavid in the President's Office at mcdavidc@ccsu.edu. The University will lift this restriction after July 31, 2020, however, only for critical, essential, and unavoidable travel.

- If personal or professional travel occurs, individuals are required to comply with Governor Lamont's Regional Travel Advisory that went into effect on June 24, 2020.
- In traveling beyond Connecticut's borders and a quarantine by destination state is required, please contact Norma Rivera in CCSU HR at (860) 262-2305 or by email at norma.rivera@ccsu.edu for procedures related to the process to return to work.
- CCSU has provided this information to all faculty, staff, and students via email and/or via the travel website and updates on protocols or procedures will be placed on that site as they are revised.

Staffing

Messages to the campus community are communicated from the University President, Office of Academic Affairs, Office of Marketing & Communications, the Chief Operations Officer (Incident Commander). Employee-specific messages are sent by HR.

HR is charged with overseeing the orderly return and repopulation of faculty and staff back to the campus. The department also has set up "all incidents" employee focused contact tracing process and a benefits hotline staffed five days a week with emergency support provided during off hours. As part of website materials published, updated, and distributed by HR, their COVID web resources include:

- Written notifications and announcements that students, faculty and staff are not to come to work or leave their residence halls if they are experiencing COVID-like symptoms
- Restricted access to campus for visitors with a single visiting center
- Prior to reopening, testing will be required for specific groups per the State of Connecticut public health guidelines
- In addition, HR has provided links to relevant forms, protocols, and programs afforded to employees to support them as individual concerns arise.

Access to Campus

The University recognizes that resident-students will need to have visitors from time to time during the semester. These visits will be scheduled through Residence Life. The University has created a visitation room at the edge of campus where these scheduled visits will take place and will be deep cleaned between visits. In addition, the University is establishing two outdoor tented spaces to support larger scale socializing opportunities.

Third party contracted staff have also been given guidelines for accessing campus. Proper campus notification and confirmation of adherence to safety guidelines must be provided prior to access being granted.

PART TWO

PLAN FOR MONITORING THE HEALTH OF STUDENTS, FACULTY, AND STAFF

This summer, the University made a significant investment to implement Mediat Electronic Health Records. This system provides real-time information to students and assists them in symptom monitoring as well as interfacing with Health Services and our database for contact tracing. Symptom monitoring is the cornerstone of the University's health management strategy. This type of monitoring is a key component in self-care management and serves as a preventive measure to help contain the spread of COVID-19. It will also provide University Health Services up-to-the-minute information and ongoing metrics without the need for in-person visits.

Resident Testing and Containment Requirements for COVID-19

International

International students who are scheduled to live on campus and unable to quarantine at a Connecticut location will move into the quarantine building and remain there until cleared to move to their permanent assignment.

United States

- Students from states identified in the [Connecticut Department of Public Health Travel Advisory](#) must quarantine for 14 days in Connecticut prior to move-in OR provide results of a negative COVID-19 viral test (not an antibody test) administered within 72 hours prior to arriving in Connecticut. If a test was obtained in the 72 hours prior to travel but the result is still pending at the time of arrival in Connecticut, the student shall remain in the CCSU quarantine hall until the test result is received. A negative test result for COVID-19 shall eliminate the need for further quarantine.
- Students who are residents of Connecticut or a state not listed in the [Connecticut Department of Public Health Travel Advisory](#) must be tested no more than 14 days prior to campus arrival. A copy of the negative test must be provided. If a test was obtained in the 72 hours prior to travel but the result is still pending at the time of arrival in Connecticut, the student shall remain in the CCSU quarantine hall until the test result is received. A negative test result for COVID-19 shall eliminate the need for further quarantine.
- All resident students and residence hall directors must provide a dated, negative, approved test result prior to moving into the residence halls. This test will serve as their pretest requirement and shall be administered at the expense of the student or through their personal insurance.

Ongoing Testing of Students in Residential Institutions for the COVID-19 Virus

The University worked with the State of Connecticut to procure the services of Griffin Health which will send swabbers to campus throughout the semester to conduct weekly testing of 5 to 10 percent of the resident-student population and residence hall directors. All out-of-state resident-students and out-of-state commuters will be included in the first week of random testing.

Appointment of a COVID-19 Coordinator

COVID-19 Coordinator is Sal Cintonino, Chief Operations Officer: cintonino@ccsu.edu, 860-637-4376

The University Emergency Planning Team has met regularly since February 2020 and continues to meet. In addition, the University leadership and members of the University Emergency Planning Team meet directly with the CSCU System Office and separately as individual peer groups of operations officers, technology officers, and student life vice presidents, to share best practices, information about trends, and interpret changing regulatory or environmental conditions.

Protocol for Collecting Information about COVID-19 Cases

The Connecticut Department of Health will notify CCSU personnel of all known or suspected cases tied to the University. The leadership team, the Office of Environmental Health & Safety, and any other related departments will be apprised of known or suspected cases and receive instructions on isolation, quarantine, and appropriate cleaning and disinfecting measures.

CCSU's newly established Contact Center is equipped with two incoming "hot lines" – one for student cases and the other for employee cases.

- The contact tracing team will be staffed by a combination of CCSU Nursing faculty and Health Services and other employees. All contact tracers will receive training via the Johns Hopkins COVID-19 Contact Tracing Certification program. They will work under the guidance of CCSU Health Services and epidemiologists from the New Britain Public Health Department. In addition, CCSU has requested five accounts for the ContaCT DPH system to support information exchange and management as well as University contact tracing within the University perimeter.
- The School of Education and Professional Studies Nursing faculty who also are practitioners will provide supervision to the CCSU Contact Center team and coordinate overall program oversight.
- Contact Center team members will be expected to commit to 20 hours per week for at least one semester. During the summer when minimal faculty, staff, and students are on campus, two staff and one supervisor will be on duty per shift.

Reporting Protocol for Positive Test Results

Positive student case:

- Immediate call to CCSU Contact Center
- Director of Environmental Health and Safety, Health Services, and Student Affairs are notified
- Director of Environmental Health and Safety contacts DPH

Positive faculty or staff case:

- Immediate call to CCSU Contact Center
- HR, Director of Environmental Health and Safety, and Health Services are notified
- Director of Environmental Health and Safety contacts DPH

PART THREE

PLAN FOR CONTAINMENT

Isolation Residence Hall

Seth North Hall, a three-story building, is the smallest residence hall on campus and houses 55 single rooms. Lavatories are accessed from hallways and the laundry facility in the basement contains three washers and three dryers. The Hall Director's apartment on the first floor and the community study hall in the basement will be used by the staff managing the isolation operation.

Protocol

An individual who receives a positive test result will be required to isolate. The Contact Tracing Center (detailed on page 14) will communicate with each individual. Non-resident individuals will be instructed to remain off campus and that they may not return until receiving written notification from the University confirming their date of return.

Resident-students will be contacted by the Contact Tracing Center and Student Affairs with instructions, including a required check-in time, for moving to the Seth North, the isolation hall. Seth North will be staffed with registered nurses (RN) and licensed practical nurses (LPN). Three meals a day will be delivered by a third party. Deep cleaning and high touch cleaning will be done daily. Technology and phones for contact with Health Services will be provided. Resident-students will remain in isolation until receiving written notification from the University confirming their date of return to their assigned residence hall room, at least 14 days after moving into isolation.

Medical Care

Seth North Hall will be staffed by a third-party supervisor who coordinate building operations and a combination of an RN or an LPN and one staff member per shift. Single bedrooms will receive a change of linens by third party staff and will be provided with a mini fridge. Bathrooms will be cleaned daily.

Quarantine Residence Hall

Beecher Hall has been dedicated as the quarantine residence hall. The three-story, corridor-style residence hall offers doubles for 129 students, or singles for 65 students. The Hall Director's apartment on the first floor and the community study hall in the basement will be used by the staff managing the quarantine operation.

Protocol

Individuals identified as a primary contact with a COVID-19 patient will receive communication from the Contact Tracing Center. Non-resident individuals will be instructed to self-quarantine off campus and that they may not return until receiving written notification from the University confirming their date of return.

Resident-students will be contacted by the Contact Tracing Center and Student Affairs with instructions, including a required check-in time, for moving into Beecher, the quarantine hall.

Medical Care

The estimated quarantine duration is 14 days. Beecher Hall will be staffed 16 hours a day with a combination of an RN or LPN and one staff member per shift. The medical staff will take daily information and perform temperature checks. Meals will be delivered to the rooms by a third party, three times per day. Deep cleaning and high touch cleaning will occur daily.

Each room will be equipped with a single bed, phone, mini fridge, and technology to allow contact with Health Services for information updates. Linens will be changed by third-party staff and bathroom and toilet areas will be cleaned daily. A third-party supervisor will coordinate the building operations. Resident-students will remain in quarantine until receiving a written notice from the University confirming their date of return to their assigned residence hall room. A student in quarantine will be moved to isolation if they test positive or develop symptoms. It is expected that students in isolation and quarantine will attend classes online if well enough to do so.

Contact Tracing

Calls will be managed by the newly established CCSU Contact Center. The New Britain Public Health Department and/or Griffin Health will notify CCSU personnel of all known or suspected cases tied to the University. The leadership team, the Office of Environmental Health & Safety, and any other related departments will be apprised of known or suspected cases and receive instructions on isolation, quarantine, and appropriate cleaning and disinfecting measures.

The CCSU contact tracing team will be staffed by a combination of Nursing faculty, CCSU HR staff, and other CCSU employees. All contract tracers will receive training via the Johns Hopkins COVID-19 Contact Tracing Certification program. They will work under the guidance of CCSU Health Services and epidemiologists from the New Britain Public Health Department.

Faculty members from the School of Education and Professional Studies who are current Nursing faculty and practitioners will provide supervision to the CCSU Contact Center team and coordinate overall program oversight.

Staff members on the Contact Center team will be expected to commit to 20 hours per week for at least one semester. During the summer when minimal faculty, staff, and students are on campus, two staff and one supervisor will be on duty per shift.

Beginning in August, the number of contact tracers may be expanded depending on the capacity of the Department of Public Health and demands for contact tracing. Long-term, the University will establish a COVID-19 Contact Tracing Committee that will frequently meet to coordinate ongoing contact tracing efforts with the City of New Britain Health Department and Connecticut Department of Public Health.

Liaison with Regional Hospitals and Health Care Facilities

CCSU Health Services and the CCSU Director of Health & Safety are in regular contact with the local (New Britain) Department of Public Health. In addition, CCSU Health Services is in consultation with the RN/LPN coordinators of the isolation and quarantine residence hall spaces and APRNs overseeing the University Contact Tracing Center.

PART 4 PLAN FOR SHUTDOWN

Shutdown Initiated by the Institution if a Serious Outbreak Occurs on Campus

CCSU has developed a “blueprint” for the orderly shutdown of buildings, campus closure, and emergency shutdown. A diagram of the process is provided in the graphic on this page.

All decisions involve regular assessment of risk followed by determination if community spread is occurring. If none, then the standard practice of deep cleaning overnight of academic and administrative buildings will continue. Residence halls will receive high touch and expanded areas of cleaning.

If community spread is determined, the appropriate building(s) will be closed for 72 hours. A closure alert will be sent to the campus community delivered over emergency alerts, digital signage, and relevant electronic messaging (email, campus portal, website, etc.).

Shutdown of the State

CCSU’s Emergency shutdown plan is enacted in the event of a State or system-wide shut down. Given the size and scope of the University and associated operations, this plan takes approximately 96 hours to fully complete, but more than 70 percent of operations can be closed and shutdown within eight hours. The residual 30 percent of shutdown involves the coordination of resident-students packing up their belongings and arranging for travel home, etc.

In the event of an emergency campus shutdown, the message is communicated across multiple digital platforms and emergency alert services. Classes and all events are shutdown within two hours of notification. Faculty, staff, and students are directed to immediately begin collecting their belongings, teaching supplies, and otherwise, to support the closure of campus operations. Within 48 hours of the initial notification, approximately 85 percent of the campus community is expected to have exited campus.

Faculty and staff begin final campus closure with monitoring of all interaction in/out of buildings and labs. Researchers, Residence Life employees, and essential employees remain the only staff able to access campus. Meals for students still preparing to exit are boxed and delivered by campus providers. Within 72 hours, contracted movers assist resident-students with final pickup, and students unable to secure travel home are



assisted in relocation to an area hotel. Students in the quarantine or isolation halls will remain for the duration of their required seclusion.

Plan for Continuation of Instruction

The University constructed a comprehensive reopening plan between May and July to support the return to campus operations. This planning involved over 130 different members of the University including staff, faculty, students, and administrators. A core tenet of the plan was that the academic experience needed to be agile and able to pivot between a HyFlex (online/on ground) experience and a fully remote experience. The University has made over a \$1.8 million investment in technology, training, and support to faculty, students, and staff ranging from the development of HyFlex classrooms with cameras, microphones, and plexiglass, to student support including access to laptops, Wi-Fi broadband hotspots, and remote software. While no plan can anticipate exact conditions, the University believes that the strong work by its planning teams provides a robust and comprehensive plan which supports students academically, socially, and emotionally through a combination of in-person and fully online services to be offered during the Fall 2020 semester.



CENTRAL

CONNECTICUT STATE UNIVERSITY

Letter of Declaration

The World Health Organization (WHO) has declared the novel Coronavirus (COVID-19) a worldwide pandemic. Due to its capacity to transmit from person-to-person through respiratory droplets, the State of Connecticut has set recommendations, guidelines, and some prohibitions which Central Connecticut State University agrees to comply with.

Central Connecticut State University's plans for reopening campus include, but are not limited, to the following:

- Repopulation of campus
- Monitoring the health of students, faculty and staff
- Containment
- Shutdown

This Letter of Declaration shall serve as confirmation that Central Connecticut State University has achieved the recommended safety guidelines and requirements set forth by the Connecticut Higher Education Subcommittee for Colleges and Universities.

Central Connecticut State University declares the following:

- Classrooms have 6-feet of physical spacing.
- Dining halls have 6-feet of physical spacing and the state restaurant guidelines have been achieved.
- Athletics is following guidelines on athletic training, practice, and competition per conference guidelines.
- Spaces for congregation have achieved 6-feet of physical spacing.
- The guidelines for residence halls/dormitory density is being followed.
- The University is organizing orientation and the return of students following 6-foot physical distancing requirements.
- All faculty, students, and staff have been informed to wear masks.
- Special populations will follow any additional mandated special PPE requirements.
- In addition to public notices, disinfection using hand sanitizers, wipes, and cleaning regimens has been implemented in accordance with state guidelines for business.
- Faculty, staff, and students are reminded to wash hands frequently.
- Travel for students, faculty, and staff has been discouraged, but in instances when travel must take place, special requirements must be met.
- Written notifications and announcements have been and continue to be provided to students, faculty, and staff that they are not to come to work or leave their residence halls if they are experiencing COVID-like symptoms.
- Access to campus for visitors has been restricted and a single visiting center established.
- Isolation and quarantine space have been designated with established medical, cleaning, and meal arrangements
- Prior to reopening, testing will be required for specific groups per state public health guidelines.
- Ongoing testing will be performed weekly with 5%-10% of resident students and residence hall directors per the state's public health guidelines.