

**Academic Continuity and the Health and Safety
of Students, Faculty, and Staff Policy
for SUNY Corning Community College**

Winter and Spring Terms 2021

1. COVID-19 Testing and Monitoring

A. Departing Campus in Fall

Please refer to the approved College's Testing Policy for Departing from SUNY CCC Fall 2020.

B. Students Remaining on Campus

No students have requested to remain on campus after the Fall term ends and/or during the Winter term.

C. Returning to Campus for Winter and Spring Terms Testing and Isolation Requirements

i. The College will continue to use online self-screening forms for students, faculty, and staff. The form is required to be completed daily for anyone who will be coming to campus. Students and employees will be informed that they must fill out the self-screening form each day starting two weeks prior to the beginning of the semester, unless they do not intend to come to campus during the semester for class or work. The forms require information regarding symptoms, possible exposure, and recent travel. Visitors to campus will also continue to be screened, including a temperature check.

ii. Upon returning for Winter and/or Spring 2021 on-campus activities, any student who (1) lives on campus, or (2) takes at least one class on campus, or (3) utilizes services on campus (e.g. library, gym, dining), or (4) work on campus, must present evidence of a negative COVID-19 test taken within three (3) days prior to return or participate in on-campus COVID-19 testing as soon as possible but no later than five (5) days of returning to campus or present documentation of a positive diagnostic result for COVID-19 from the prior 3-month period. Finally, they must inform the campus of any known contacts with COVID-19 positive individuals, or of any symptoms consistent with COVID-19 or of a positive test result for COVID-19. Students will be required to participate in college-sponsored pooled testing prior to attending their first class (during the first week of classes) if they cannot provide this documentation. Residential students will be moving into Perry Hall beginning on January 29th and will follow the above protocols.

Via an online form, students are required to affirm they have met all precautionary quarantine requirements during the seven-day period prior to the start of classes. Upon arrival on campus students must report to the testing

center, where they will provide that documentation or be tested. They will not be permitted to attend classes without a college-issued document indicating their compliance.

Commuter students who are employed may apply to the campus designee for a limited exemption to allow them to work during the seven-day precautionary quarantine period. To qualify for the exemption, students will need to document the COVID-19 safety protocols of their employers. The exemption will only apply to their ability to work and when not working, they will be expected to quarantine from others. The college will maintain records of the number of exemptions approved for the semester.

Self-screening forms ask if the person completing the form has been in contact with anyone who has tested positive or is experiencing COVID-19 like symptoms.

iii. Pooled surveillance testing utilizing Upstate Medical's services will begin immediately after the semester begins. Cohorts will be identified and scheduled to be tested regularly, as follows: residential students: biweekly; athletes; weekly or biweekly, depending on travel schedule; commuter students and employees: monthly; if positivity rates increase, then testing will be more frequent for all groups.

iv. In cases of possible exposure to COVID-19 on campus, Campuses will follow the Centers for Disease Control and Prevention guidance Testing, Screening, and Outbreak Response for Institutions of Higher Education (IHEs), specifically the section "Tiered approach and inclusion criteria for SARS-CoV-2 testing of persons with possible exposure in IHE setting in the context of an outbreak." The College will also work with local health department officials to meet all contact tracing requirements, and those testing positive will be required to quarantine according to health department guidelines. College staff will assist the health department in monitoring residents in quarantine for their emotional and physical health.

v. Students, faculty, and staff who have traveled to/from restricted states/regions or to/from international locations as defined by New York State must attest that they have submitted the New York Traveler Health form and will follow the guidance of the governing local health department related to mandatory testing, quarantine/isolation, and timing of returning to campus. Resident students will be provided the opportunity to quarantine prior to the beginning of the semester as long as they comply with NYS travel guidelines.

vi. Human Resources will work with employees who are required to quarantine, and students will be provided support by Residence Life or the College Nurse to make sure they are complying with quarantine requirements. They will be offered information regarding the Student Assistance Program for emotional

support and Residence Life will continue to check on the quarantined students. Commuter students will be monitored by the health department as needed.

vii. The college will continue to maintain a minimum of 13 quarantine rooms in the Residence Hall for those students who are required to quarantine or isolate for precautionary purposes.

2. Mode of Instruction

A. Winter 2020-21 term

Winter term (Dec. 7, 2020 - Jan. 29, 2021) classes are all online/remote. A very small number of students in applied learning experiences will be on campus in early December to finish incomplete work. This information has been submitted on the notification form to the SUNY Provost's office.

B. Spring 2021 term

i. Spring Semester classes begin Feb. 1, 2021. Nursing lab pre-semester experiences will begin the week of January 25th and this information has been submitted on the notification form to the SUNY Provost's office.

ii. The College has notified SUNY System Administration of any courses with clinical practicums, research, and applied learning experiences that require physical presence.

iii. All classrooms have a 6' social distancing capacity designated. Fully on-campus classes adhere to that capacity. Hybrid class modality is in place for classes where some students attend each day, allowing for on-campus presence for a portion of the class for each student, while maintaining adherence to the 6' capacity. All instructors know to be prepared for a shift to distance learning.

iv. Campus expectations for students during such a mandatory pause will be clearly communicated to students prior to the beginning of the semester. The "What to Expect..." document for students will include an explanation about a potential shift to remote instruction and available resources.

C. Remote Instruction

The College resources to assist students with computer and Internet access include funding for Wi-Fi hotspots with the SUNY CCC Emergency Grant program, outdoor access points on the main campus and at two additional locations, and for computers with the Laptop Loaner Program.

i. Information regarding the percentage of courses which will be offered in-person and remote will be provided by SUNY CCC Institutional Research and will be available on the College's public website.

ii. The College's use of Blackboard and College email accounts provides opportunities for substantive and regular interactions (synchronously or

asynchronously) between the faculty and students. A reminder of the requirement for distance education class sections to include substantive and regular interaction between faculty and students was presented by the Provost to the Faculty Assembly prior to the start of Fall, Winter, and Spring. The Enrollment Advising Center and faculty conduct outreach to students who are identified by the Starfish platform with Early and Midterm Progress Surveys.

iii. Asynchronous online sections of classes offer this flexibility for all students, including international students. Activities, discussions, and question/answer are all available asynchronously.

iv. The requirement for substantive Interaction was presented to the faculty at the December meeting of the faculty assembly. The Provost emphasized how the institution must engage students in teaching, learning, and assessment, consistent with the content under discussion, while also including at least two of the following:

- a) Provision of direct instruction;
- b) Assessment and / or the provision of feedback on a student's coursework;
- c) Provision of information and / or responding to questions about the content of a course or competency;
- d) Facilitation of group discussion regarding the content of a course or competency; or
- e) Other instructional activities approved by the institution's/program's accrediting agency.

v. The Office of Accessibility Services provides information on MyCCC to faculty and staff about how to support remote learning for students with disabilities, including that the standard process for requesting academic accommodation would continue to apply, no matter the mode of instruction.

vi. Training opportunities and information on Blackboard and other tools to assist with distance learning are provided by the SUNY CCC Center for Teaching Excellence and Innovation. The CTIE offers workshops, hosts webinars, and provides individual assistance for faculty.

The online new student orientation includes a link to Blackboard orientation. Students are directed to SUNY Online Support Services for Bb Help Requests. Also, in December, January, and February, the SUNY CCC Learning Commons staff will be offering remote "Blackboard Jumpstart" sessions.

vii. The College will provide proactive advising outreach includes the following:

- a. Enrollment Advisement Center and faculty outreach to Fall 2020 students who aren't yet registered for Spring 2021.

- b. Enrollment Advising Center and faculty outreach to students identified by the Starfish platform with Early and Midterm Progress Surveys.
- c. Enrollment Advising Center and faculty outreach to students to confirm or adjust Summer and Fall 2021 academic plans.

viii. The College will utilize instructional support provided by SUNY, including SUNY Online Support Services for Blackboard Help Requests. SUNY CCC faculty also participate in the SUNY Center for Professional Development offerings.

3. Academic Calendar

A. Spring Term Start Dates

- The revised Academic Calendar due to COVID-19 for Spring 2021 is as follows:
First Day of Classes: February 1
- Last Day of Classes: May 8
- Final Exams: May 10-14

B. Spring Break

No Spring Break and any other Spring holiday periods are scheduled for the Spring 2021 semester.

C. Commencement

The College conducted a virtual commencement ceremony in June 2020, and the Commencement Committee will continue to meet to create plans for the Spring 2021 ceremony in accordance with guidance from New York State.

4. On-campus Activities

A. Federal, State and Local Guidance

All in-person activities will continue to follow the mandatory NYSDOH guidance for social distancing as well as the strictures of the approved campus reopening plan.

- i. Physical Plant staff have made adjustments to the existing HVAC system in an effort to provide a safe air exchange. Rooms have been evaluated regarding maximum occupancy and class scheduling is based upon those standards.
- ii. Cleaning supplies have been purchased that meet applicable guidelines to provide the maximum disinfection possible within CDC standards. Heavy traffic areas are regularly cleaned by trained staff members. In the event that the college discovers that a COVID positive person has been in an area, all safety precautions are followed, including staff wearing recommended PPE, to disinfect and sanitize the area.

B. Face Coverings (Masks)

The College requires that anyone inside a building must wear a face covering even when six-feet social distancing exists, unless they alone are in a private office or dorm room. All face covering requirements are enforced in the dining hall, including offering take-out meals to limit density. Anyone moving around buildings must wear a face covering at all times. Clear masks were provided to faculty for use when necessary.

C. Compliance

The College has adopted the SUNY Uniform Sanctioning in Response to COVID-19 Student Violations, and COVID related guidelines and requirements.

D. Mental Health Supports, Services and Referrals

The Student Resource Guide includes information about the Student Assistance Program, including services provided by Clinical Associates of the Southern Tier, the SUNY CCC Peer Recovery Centers and Coaching, as well as the resources below.

- i. Mental health treatment and resources, including ReachOut SUNY, Thriving Campus and Middle Earth from the University at Albany.
- ii. Therapy groups and other peer-to-peer support strategies
- iii. Crisis services, including Crisis Text Line, including: NYS OMH Crisis Text Line: Text GOT5 to 741741
- iv. Free online QPR suicide prevention training for students, faculty, and staff.

5. Reporting

A. Daily Dashboard

Either the College Nurse or the Executive Director of Auxiliary Campus Services completes the SUNY Daily Tracker and submits data per SUNY requirements. The college utilizes the SUNY COVID-19 Tracker and provides a link on the college website for the college community.

B. Instructional Modalities

Our Institutional Research department will continue to submit periodic statistical summaries of the distribution of instructional modalities between face-to-face, hybrid and remote methods as adjustments are made during the conduct of the academic semester.

6. What Students Should Know: Transparency

SUNY CCC's "What Students Should Know" for Spring Semester includes information including testing requirements; mandatory quarantine and isolation; uniform

compliance; and the percentage of courses which will be offered in-person, and virtual so they can make informed decisions about their educational experience.

Students will also be provided a copy of the Chancellor's Uniform Sanctioning in Response to COVID-19 Student Violations and additional campus sanctioning so they are aware of the penalties for failing to comply with all COVID-19 related testing and safety protocols.