MEMORANDUM

To: Campus Presidents

From: Chancellor Kristina M. Johnson

Re: Certification of Reopening Plan

Date: June 30, 2020

Thank you for submitting your campus reopening plan on June 23, 2020. SUNY System administration has reviewed your plan and we are pleased to inform you that it meets the minimum standards of the New York State Department of Health’s “Reopening New York Higher Education Guidelines” issued June 20, 2020 and found here: https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Higher_Education_Summary_Guidelines.pdf

By signing the attached Affirmation, you attest that your campus has the mandatory elements found in the above guidance that is required for reopening on-campus operations. Please return your signed Affirmation, along with your complete plan to Ms. Valerie Dent (Valerie.dent@suny.edu) at your earliest convenience. Once we have received the signed attestation, we will inform the Department of Health and the Governor’s Office that we have certified your plan and that you will be officially announcing your plans to restart on-campus activities. Please publicly post your completed reopening plans for employees and students to access.

As always, campus plans may be subject to further review, and modification as new guidance or Executive Orders are issued by the Governor’s Office, the New York Department of Health or other appropriate New York State Agencies.

Thank you for your support during over the past four months and for leading your campus during these unprecedented times.
Certification for Mandatory Elements Required for Reopening

Physical Distancing
- Any time individuals come within 6 ft. of another person who does not reside in the same residence (i.e., roommate), acceptable face coverings must be worn. This provision should not be construed to require physical distancing among roommates or to require face coverings be worn while inside an individual’s residence.
- In consultation with the local health department, identify where students who are exposed to, or infected with, COVID-19 will be residing and how daily needs (e.g. food, medication) will be met if it becomes necessary to have a period of quarantine or isolation.
- Reference relevant industry-specific guidelines provided by the Department of Health — and available on the New York Forward website — for operations of dining halls, research, office workspaces, gyms, transportation, retail stores, and other activities, as applicable.

Personal Protective Equipment (PPE)
- Any time individuals come within 6 ft. of another person who does not reside in the same residence (e.g. roommate), acceptable face coverings must be worn.
- Advise employees, students, and visitors that they are 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.
- Provide face coverings to employees who directly interact with students or members of the public while at work, at no cost to the employee.
- Train employees on how to adequately put on, take off, clean (as applicable), and discard PPE. See CDC guidance for additional information.

Hygiene, Cleaning, and Disinfection
- Adhere to hygiene, cleaning, and disinfection requirements from the Centers for Disease Control and Prevention (CDC) and Department of Health (DOH) and maintain logs that include the date, time, and scope of cleaning and disinfection. Identify cleaning and disinfection frequency for each facility type and assign responsibility.
- Provide and maintain hand hygiene stations throughout the institution, including handwashing with soap, running warm water, and disposable paper towels, as well as an alcohol-based hand sanitizer containing 60% or more alcohol for areas where handwashing is not feasible.
- Conduct regular cleaning and disinfection of facilities and more frequent cleaning and disinfection for high-risk areas used by many individuals and for frequently touched surfaces. Refer to Department of Environmental Conservation (DEC) products identified by the Environmental Protection Agency (EPA) as effective against COVID-19.
- Ensure regular cleaning and disinfection of restrooms.
- Provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces. Refer to CDC guidelines.
Screening

- Implement mandatory health screening practices (e.g. questionnaire, temperature check) for employees, students, and, where practicable, scheduled visitors (e.g. on-campus tour groups) asking about, at minimum: (1) COVID-19 symptoms in past 14 days, (2) positive COVID-19 test in past 14 days, and/or (3) close or proximate contact with confirmed or suspected COVID-19 case in past 14 days. Assessment responses must be reviewed every day and such review must be documented.
- Employees reporting to work on-campus must be screened on a daily basis.
- Students must be screened periodically as determined by the higher education institution but are not required to be screened on a daily basis.
- An individual who screens positive for COVID-19 exposure or symptoms must be immediately sent home, to their residence, or to the designated quarantine or isolation location with instructions or arrangement for health assessment and testing.
- Immediately notify the state and local health departments of confirmed positive cases.
- In the case of an individual testing positive, develop plans with local health departments to trace all contacts of the individual, in accordance with the New York State Contact Tracing Program.
- Confidentiality must be maintained as required by federal and state law and regulations.

Communication

- Affirm you have reviewed and understand the state-issued industry guidelines and submit reopening plans prior to reopening.
- Conspicuously post completed reopening plans for employees and students to access.
AFFIRMATION

I, President John S. Nader of Farmingdale State College, hereby affirm that Farmingdale State College meets all the minimum standards and mandatory elements set forth above and will maintain such standards while the campus is in operation. I also affirm that I have read and understood the “Re-opening Higher Education Guidelines” and will operate in accordance with such guidance.

I hereby designate the staff member listed below as the campus safety monitor whose responsibilities include continuous compliance with all aspects of the higher education institution’s reopening plan.

Signed: John S. Nader
President
Farmingdale State College
July 1, 2020

Campus Safety Monitors
Name: Kevin Murphy
Title: Director, Health and Wellness Center
Email: murphykw@farmingdale.edu
Phone: (934) 420-2009

Name: Jeff Carter
Title: Environmental Health and Safety Officer
Email: carterj@farmingdale.edu
Phone: (934) 420-2105