

# ELMIRA COLLEGE 2022-2023 CORONAVIRUS GUIDELINES

**Most Recent Update: August 15, 2022**  
**Originally Posted August 10, 2022**



# TABLE OF CONTENTS

**INTRODUCTION ..... 1**

**GUIDELINES FOR ALL STUDENTS, EMPLOYEES, AND VISITORS ....2**

**COVID-19 STUDENT GUIDELINES.....3**

**FALL 2022 RETURN TO CAMPUS .....5**

**GENERAL PROTOCOLS FOR 2022-2023 .....6**

Academics ..... 6

Admissions/Campus Visits..... 7

Athletics..... 7

Cleaning & Disinfecting for Buildings and Grounds ..... 7

Dining Services ..... 10

Housing/Residence Life ..... 10

Isolation and Quarantine ..... 12

Reporting ..... 15

Mental Health Counseling ..... 15

Student Health Services/Clarke Health Center ..... 16

Vaccinations ..... 16

On-Going Testing for All Students and Employees..... 17

Communications ..... 18

**RESOURCES ..... 19**

Frequently Asked Questions..... 19

Isolation Guidelines for Residential Students ..... 19

Quarantine Guidelines for Residential Students ..... 19

# INTRODUCTION

Elmira College will be open for in-person classes for the 2022-2023 academic year.

Faculty and administration continue to work to ensure a safe environment for students and employees. The following pages contain details on academics and residential life to testing, isolating and quarantining protocols. Content will be updated on a regular basis to meet NYS and local health guidelines.

# GUIDELINES FOR ALL STUDENTS, EMPLOYEES, AND VISITORS

- All students (commuter and residential) and all EC employees must be fully vaccinated. At this time, all students and employees are strongly encouraged to receive a booster as soon as eligible.
- A reminder that people are considered fully vaccinated two weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. According to the [CDC](#), while the definition of fully vaccinated does not include a booster, people are best protected when they have received all doses in the primary series and all recommended boosters.
- Students and employees are encouraged to provide their own face coverings, however any student or employee who needs a mask/face covering will be provided one upon request from the Clarke Health Center.
- All students and employees are encouraged to seek medical attention/screening if exhibiting any COVID-like symptoms, and should remain in their room or at home, as appropriate, if they are not feeling well. Students experiencing any symptoms suspected to be COVID-19 related need to consult the Clarke Health Center. Any student who tests positive for COVID-19 should report those results to the Clarke Health Center. Any employee who tests positive for COVID-19 should report those results to HR.
- At this time, the residence halls are open to EC students and their guests. Overnight guests must be pre-registered and fully vaccinated. Students should refer to the Guest Policy in the Code of Conduct for more details.

# COVID-19 STUDENT GUIDELINES

Elmira College is committed to supporting the academic mission of the College and continuing to create an environment where students live where they learn. Elmira College will implement appropriate policies, procedures, and protocol to aid in minimizing the spread of COVID-19. We do expect students to abide by these guidelines to ensure the health and safety of the whole Elmira College community. Students who violate these guidelines will be subject to sanctions noted in the Elmira College COVID19 Sanction Guide. Although these guidelines include protocol for the residence halls, the expectation is that ALL students will abide by them. Note that these guidelines are in place alongside the policies outlined in the Elmira College Code of Conduct.

Specific measures include, but are not limited to:

- All students (residential and commuter) must be fully vaccinated, unless a medical or religious exemption has been submitted and approved.
- Vaccinated and unvaccinated students may be subject to routine, random COVID testing to ensure the safety of everyone.
- We encourage students to utilize larger common spaces when gathering in groups.
- All students, both residential and commuter, with known or suspected exposure to COVID-19, who display any symptoms, or who have received a positive test result **must** report this information to the Clarke Health Center immediately for appropriate follow up. This may include relocation to isolation housing, alternative methods for food access and/or delivery, and participation in contact tracing protocol.
- Residential students who are placed in isolation or quarantine **must** remain on campus or another location within Chemung County approved by the College, and are not permitted to go home or return to their assigned residence hall until cleared by the Clarke Health Center. Commuter students must isolate or quarantine at home until cleared by the Clarke Health Center to return to classes.
- If a student must isolate or quarantine due to COVID symptoms or exposure, there will be **no special provisions provided for classes**. The

student will not be able to attend classes in person so as not to expose others, and there will not be an online option. It will be handled like any other illness. The student will be responsible for contacting their faculty members and making up any missed work. This is the same process that would occur if a person contracted measles, hepatitis, or some other contagion.

- Failure to adhere to any of these directives may result in disciplinary action. Note that these guidelines are subject to change at any time. Updated information will be relayed to all students in a reasonable time frame.
- Note that this program/process will continue to be evaluated throughout the term.

# FALL 2022 RETURN TO CAMPUS

COVID-19 testing **is not required** for return to campus following the summer break. The CDC is no longer recommending screening testing of asymptomatic people without known exposures in most community settings. Based on this guidance, it is not required that you be tested for COVID-19 prior to returning to campus for Term I. If you are living on campus, you are encouraged to take a home test before moving back.

**ALL STUDENTS ARE REQUIRED TO BECOME FULLY VACCINATED** and strongly encouraged to receive the booster.

A reminder that you are considered fully vaccinated two weeks after your second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. According to the [CDC](#), while the definition of fully vaccinated does not include a booster, people are best protected when they have received all doses in the primary series and all recommended boosters.

Students who have a medical or religious reason for not getting vaccinated should submit either a [medical exemption form](#) or a [religious exemption form](#) to the Clarke Health Center. Medical exemption requests will be reviewed by the director of Health Services and religious exemption requests will be reviewed by the dean of students. Determinations will be communicated back to the student in strict confidence.

All members of the campus community (students, faculty and staff) may be subject to random COVID-19 testing regardless of vaccination status.

# GENERAL PROTOCOLS FOR 2022-2023

## ACADEMICS

### Faculty Offices and Office Hours:

- Faculty are responsible for the daily sanitization of their office areas.
- Buildings and Grounds will wipe down door handles once a day. Faculty are responsible for cleaning their door handles during the day when needed (e.g. someone uses the door handle to enter the office). See the “Cleaning and Disinfecting for Buildings and Grounds” section for additional information on protocols.
- It is recommended that faculty sanitize seating \ table areas for guests between meetings.

### Classrooms:

- If a student must quarantine due to COVID symptoms (or non-vaccinated individual who is exposed to COVID positive individual), there will be no special provisions provided. The student will not be allowed to attend classes in-person so as not to expose others and there will not be an online option. It will be handled like any other illness. The student will be responsible for contacting their faculty members and making up any work they missed. This is the same process that would occur if a person contracted the measles or hepatitis or some other contagion.
- It is recommended that faculty, staff, and students take responsibility for wiping down surfaces before use with supplies that will be available in academic buildings and classrooms.
- Specialty areas such as labs, clinics, research spaces, and simulations that have specific limitations will have proper protocols posted outside those designated areas.
- See the “Cleaning and Disinfecting for Buildings and Grounds” section for additional information on protocols.



## **ADMISSIONS/CAMPUS VISITS**

- Check [www.elmira.edu](http://www.elmira.edu) for the most up-to-date information on campus tours.
- Virtual campus tours, including individual buildings, remain available on our website.
- Virtual meetings with prospective students and parents are available.
- Virtual events will continue in the 2022-2023 to engage prospective students.

## **ATHLETICS**

All activities will be in accordance with Empire 8, NCAA, and local health guidelines.

## **CLEANING & DISINFECTING FOR BUILDINGS AND GROUNDS**

### **Office Building Protocols: Monday through Friday**

- Sanitation stations cleaned, sanitized and restocked throughout the day.
- Bathrooms cleaned and disinfected daily with the proper chemicals.
- All point of contact areas cleaned and sanitized throughout the day to include: door knobs, stairway railings, counters, glass, housekeeping equipment, water fountains, etc.
- All offices cleaned and disinfected daily.
- All floors cleaned and vacuumed daily. All vacuums tested weekly for proper filtration and filters changed on a regular basis depending on usage.
- Proper storage of supplies and chemicals. All chemicals are rated to kill COVID-19.

### Classrooms Protocols: Monday through Friday

- Sanitation stations cleaned, sanitized and restocked throughout the day.
- Bathrooms cleaned and disinfected daily with the proper chemicals.
- All point of contact areas cleaned and sanitized throughout the day to include: door knobs, stairway railings, counters, glass, housekeeping equipment, water fountains, etc.
- All floors cleaned and vacuumed daily. All vacuums tested weekly for proper filtration and filters changed on a regular basis depending on usage.
- All classroom desks, counters, and boards cleaned and sanitized daily.
- Surface disinfectants, sanitizer and paper towels are provided in each room for faculty and students to wipe down surfaces prior to class.
- Proper storage of supplies and chemicals. All chemicals are rated to kill COVID-19.

### Resident Halls Protocols: Monday through Saturday

- Sanitation stations cleaned, sanitized and restocked throughout the day.
- Bathrooms cleaned and disinfected six days per week with the proper chemicals.
- All point of contact areas cleaned and sanitized throughout the day to include: door knobs, stairway railings, counters, glass, housekeeping equipment, water fountains, etc.
- All floors cleaned and vacuumed daily. All vacuums tested weekly for proper filtration and filters changed on a regular basis depending on usage.
- All bathrooms provided with surface disinfectant and paper towels for personal responsibility cleaning by students after each use.
- Students will be responsible for room dwelling cleaning and disinfecting.
- Quarantine resident halls: Special PPE will be provided to housekeeping for this area; same protocols will be in place but more

often than once daily depending on the occupancy and severity. Special instructions will be reviewed with the Clarke Health Center to meet expectations.

- Proper storage of supplies and chemicals. All chemicals are rated to kill COVID-19.

### **Dining Hall (Campus Center) Protocols: Monday through Saturday**

#### **1st Floor Community Location:**

- Sanitation stations cleaned, sanitized and restocked throughout the day.
- Bathrooms cleaned and disinfected daily with the proper chemicals.
- All point of contact areas cleaned and sanitized throughout the day to include: door knobs, stairway railings, counters, glass, housekeeping equipment, water fountains, etc.
- All floors cleaned, disinfected and vacuumed daily. All vacuums tested weekly for proper filtration and filters changed on a regular basis depending on usage.
- All bathrooms provided with surface disinfectant and paper towels for personal responsibility cleaning by students after each use.
- For classrooms, classroom protocols listed above will be followed.
- 1855 Room and Mackenzie's will follow Parkhurst Dining Protocols.
- Proper storage of supplies and chemicals. All chemicals are rated to kill COVID-19.

### **Athletics Buildings/Facilities (Emerson Hall, Fields, and Murray Athletic Center) Protocols: Monday through Friday / Games**

- Sanitation stations cleaned, sanitized and restocked throughout the day.
- Bathrooms cleaned and disinfected daily with the proper chemicals.
- Locker rooms will be cleaned and disinfected before and after each use.

- All point of contact areas cleaned and sanitized throughout the day to include: door knobs, stairway railings, counters, glass, housekeeping equipment, and water fountains etc.
- All floors cleaned and vacuumed daily. All vacuums tested weekly for proper filtration and filters changed on a regular basis depending on usage.
- All bathrooms will be provided with surface disinfectant and paper towels for personal responsibility cleaning by students after every use.
- For classrooms, classroom protocols listed above will be followed.
- Proper storage of supplies and chemicals. All chemicals are rated to kill COVID-19.
- Fields will follow Athletic protocol for athletes and equipment sanitation.

## **DINING SERVICES**

Parkhurst Dining is currently operating under normal operations at all locations on campus for the 2022-2023 academic year. Staff will continue to sanitize high frequent touch points every 30 minutes and change out serving utensils frequently. In addition, the Parkhurst reusable container program is available for takeout.

Parkhurst Dining Services will provide PPE (gloves, face coverings) and training for its dining services personnel as needed.

## **HOUSING/RESIDENCE LIFE**

- Bathrooms in each occupied residence hall will be cleaned and sanitized six days a week. Students are encouraged to bring their own cleaning supplies and personal care items for personal use in each shared bathroom.
- Hand sanitizer will be available at all building entrances, bathrooms, and common areas.

- All on-call building staff have access to proper Personal Protective Equipment (PPE) and will be trained on what to do if a student is displaying or acknowledging symptoms.
- Students are encouraged to provide their own washable, fabric face coverings, however any student who needs a mask/face covering will be provided one upon request from the Clarke Health Center.

## ISOLATION AND QUARANTINE

The College practices, with respect to quarantine/isolation for students and employees, have been and will continue to be in consultation with [CDC](#) and NYS Department of Health. It is a very fluid situation, but in general, the following practices will be in place:

### ALL STUDENTS

If You Test Positive for COVID-19 and regardless of vaccination status:	
With symptoms	<ul style="list-style-type: none"> <li>Must isolate for 10 days.</li> <li>Clarke Health Center will release you from isolation</li> </ul>
Without symptoms	<ul style="list-style-type: none"> <li>Must isolate for 5 days.</li> <li>Clarke Health Center will release you from isolation.</li> <li>Must wear a mask around others and social distance for 5 additional days.</li> </ul>
If You Were Exposed to Someone with COVID-19 and: ( <b>Exposure</b> = being less than 6 feet from a COVID19 positive person for more than 15 minutes regardless of mask.)	
You: <ul style="list-style-type: none"> <li>Have been boosted <b>OR</b></li> <li>Completed the primary series of Pfizer or Moderna vaccine or the J&amp;J vaccine <b>OR</b></li> <li>Had COVID-19 within the past 90 days</li> </ul>	<ul style="list-style-type: none"> <li>Quarantine is not required.</li> <li>Wear a mask around others for 10 days.</li> </ul> <p><i>If you develop symptoms, contact the Clarke Health Center immediately.</i></p>
You: <ul style="list-style-type: none"> <li>Completed primary series of Pfizer or Moderna vaccine or primary series of J&amp;J and are <u>not</u> boosted <b>OR</b></li> <li>Are unvaccinated</li> </ul>	<ul style="list-style-type: none"> <li>Must quarantine for 5 days and wear a mask around others for 5 additional days.</li> <li>Wear a mask for 10 days around others.</li> <li>Test on day 5 if possible.</li> </ul> <p><i>If you develop symptoms, contact the Clarke Health Center immediately.</i></p>

## ALL EMPLOYEES WORKING ON CAMPUS

According to NYSDOH, and regardless of vaccination status, if you test positive for COVID-19 or have symptoms and are waiting for test results:	
With symptoms	<ul style="list-style-type: none"> <li>Minimum of 5 days (day 0 is the day symptoms start; isolation ends after day 5) <b>AND</b> when fever-free for 24 hours without fever-reducing medication <b>AND</b> symptoms have improved</li> <li>10 days if unable to wear a well-fitting mask days 6-10</li> </ul>
Without symptoms	<ul style="list-style-type: none"> <li>5 days (day 0 is the day the test was collected; isolation ends after day 5).</li> <li>10 days if unable to wear a well-fitting mask days 6-10</li> <li>If symptoms develop after testing positive, start 5-day count again with day 0 being the day symptoms started.</li> </ul>
If you were exposed to someone with COVID-19 AND do NOT have symptoms (Exposure = being less than 6 feet from a COVID19 positive person for more than 15 minutes regardless of mask.)	
If you are fully vaccinated and boosted or fully vaccinated but not yet eligible for booster AND do NOT have symptoms	<p>Quarantine is not required.</p> <p><i>If you develop symptoms get a test, stay home and follow the guidance for symptomatic individuals above.</i></p>
If you are fully vaccinated, eligible for the booster but not yet boosted AND do NOT have symptoms	<ul style="list-style-type: none"> <li>Must quarantine for 5 days. After that continue to wear a mask around others for 5 additional days.</li> <li>If you can't quarantine you must wear a mask for 10 days.</li> <li>Test on day 5 if possible.</li> </ul> <p><i>If you develop symptoms get a test, stay home and follow the guidance for symptomatic individuals above.</i></p>

- Isolation and quarantine for residential students must be completed on campus or at another location within Chemung County approved by the College.
- A residence life staff member will have access to appropriate PPE to use if entering isolation and quarantine spaces.
- Identities of students housed in isolation and quarantine will be kept as confidential as possible. The College, in accordance with HIPAA, FERPA, and other applicable federal and state privacy and confidentiality laws, will not release the name of the affected individual but will attempt to notify those who are known to have had direct contact with the infected individual.
- Isolation rooms will only be used for positive cases.
- All attempts will be made so that isolated and quarantined students are not sharing restrooms. However, when this is not possible, students will be assigned a specific shower space, bathroom stall, and sink in the closest restroom. All restrooms will be cleaned and sanitized frequently by staff wearing appropriate PPE.
- Students will be required to quarantine/isolate until medically cleared by the Clarke Health Center to resume their normal activities.
- Restrooms are stocked with sanitizing wipes, tissues, soap, and hand sanitizer. In addition to the steps outlined under Cleaning and Disinfecting for Buildings & Grounds above, B&G will provide cleaning and disinfection of exposed areas, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g. elevators, lobbies, building entrances, badge scanners, restrooms handrails, door handles).
- Clarke Health Center staff will monitor students in isolation or quarantine on a daily basis.
- Meal delivery will be arranged for students in isolation or quarantine.
- Counseling services are available remotely (phone or virtually).



- Specific information on isolation and quarantine for students is available on [MyEC](#).

## REPORTING

Chemung County has a "self-service" paperwork portal at [www.chemungcountyny.gov](http://www.chemungcountyny.gov). Students and employees who have positive cases and close contacts to a positive case should enter their information via this website. The system will send guidance on isolation and quarantine, however, for EC students and employees the College's guidance outlined on pages 11 and 12 supersedes the County's guidance.

- Students also must report/upload any positive or negative test results to the student health portal.
- Employees also must report/upload any positive or negative test results to HR.

## MENTAL HEALTH COUNSELING

- Students have the option of in-person, telephone, or virtual appointments with a counselor. Walk-in appointments are discouraged; appointments are scheduled through the Clarke Health Center, 607-735-1750.
- Appointment times will be strongly adhered to and promptness is stressed.
- Employees and their dependents may receive free mental health counseling through the College's Employee Assistance Program (EAP), provided by Clinical Associates of the Southern Tier, PLLC. Both in-person and telehealth services are offered at no cost to the employee. To schedule free counseling, employees and dependents should call 607-936-1771 or email [clinicalassoc@gmail.com](mailto:clinicalassoc@gmail.com).

## STUDENT HEALTH SERVICES/CLARKE HEALTH CENTER

- **Anyone entering the Clarke Health Center must wear a mask.**
- All employees at CHC will review COVID policy and procedure and sign acknowledgement log.
- Masks are available to all employees and students through the CHC.
- Other PPE (face shield, gown, gloves) are worn by CHC staff if performing any task that involves aerosolized particles or breathing treatments.
- CHC assures proper levels of personal protective equipment to be kept in stock in the event of needing to care for persons suspected or known to have COVID.
- Hand sanitizing station is set up inside the doors of CHC for all who enter the building.
- Communicable disease policy and procedure is readily available to all CHC employees.
- Signage is posted conspicuously at entrances to CHC.
- If someone who visits the CHC tests positive, the office personnel will immediately contact the Chemung County Health Department and notify them.
- A cleaning schedule has been developed with Buildings & Grounds. Daily cleaning will occur after hours with approved cleansers.

## VACCINATIONS

**ALL STUDENTS (COMMUTER AND RESIDENTIAL) AND ALL EC EMPLOYEES ARE REQUIRED TO BECOME FULLY VACCINATED.** All students and employees are strongly encouraged to receive a booster as soon as eligible.

A reminder that you are considered fully vaccinated two weeks after your second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. According to the [CDC](https://www.cdc.gov), while the definition of fully

vaccinated does not include a booster, people are best protected when they have received all doses in the primary series and all recommended boosters.

Students who have a medical or religious reason for not getting vaccinated should submit either a medical exemption form or a religious exemption form to the Clarke Health Center. See pages 5 and 6 for full vaccination and exemption details.

Students must upload a copy of their vaccination record to the student health portal: <https://elmira.studenthealthportal.com>. Use your EC username and password to log in, go to the "document upload" tab, browse documents and upload to the portal. Students who also receive a booster should upload a copy of the booster record to the student health portal.

Employees who have a medical or religious reason for not getting vaccinated should submit either a medical exemption form or a religious exemption form to the Office of Human Resources. Medical exemptions must be accompanied by documentation; religious exemption requests will be reviewed according to standard criteria. Exemption requests will be reviewed by the Office of Human Resources and determinations will be communicated back to the employee in strict confidence.

Employees who have already received the COVID-19 vaccination should upload proof of vaccination to HR. Employees who also receive a booster should upload a copy of the booster record to HR.

Members of the campus community who are not vaccinated may subject to enhanced COVID-19 testing.

## **ON-GOING TESTING FOR ALL STUDENTS AND EMPLOYEES**

In addition to testing students who are symptomatic, the College may periodically perform random testing on the Elmira College community (students and employees). Random selection may occur while the College is in session. The whole procedure will take approximately 15 minutes. Specimens will be collected at the Clarke Health Center in Exam Room 3, which is removed from the nurse's station and routine exam areas. Results will be entered into the NYS ECLRS system within 3 hours of the test.

Employees will also be tested if symptomatic and as part of the random sampling.

The cost of required on-campus testing, including any random testing, for EC students and employees is covered by the College.

It is recommended that individuals check their insurance carrier's policy regarding coronavirus tests prior to scheduling an optional test.

## **COMMUNICATIONS**

The College will clearly and regularly communicate all standards and expectations to all members of the campus community (students and employees) using available communication channels, including, but not limited to, email, virtual meetings, the [Soaring Forward page](#) on elmira.edu, the emergency alert text system, the Eagles Nest parent portal, and posting a copy of communications to the student/employee portal, [MyEC](#).

# RESOURCES

[FREQUENTLY ASKED QUESTIONS](#)

[ISOLATION GUIDELINES FOR RESIDENTIAL STUDENTS](#)

[QUARANTINE GUIDELINES FOR RESIDENTIAL STUDENTS](#)