

LONG ISLAND UNIVERSITY

REOPENING PLAN

JULY 14, 2020

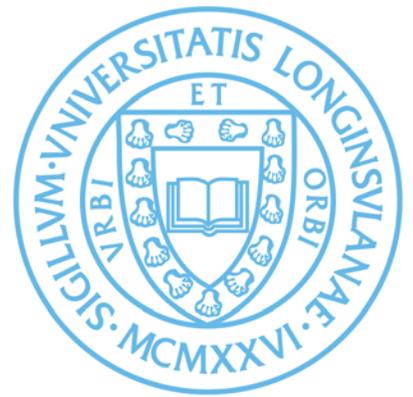


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INTRODUCTION

Pursuant to New York's Requirements for the Reopening of Higher Education, Long Island University has planned a phased return to ensure a timely reopening of the 2020 fall semester, including in-person instruction in classrooms and welcoming students in residence halls. LIU will continue to provide the exceptional educational and campus life experience that students have come to expect.

The University has convened a committee of over 48 representatives from across the University, who provided suggestions and feedback on the University's plan. The committee continues to meet bi-weekly to ensure the University is using the most current information, is able to address any issues that arise as it moves closer to reopening, and revises the plan if necessary.

LIU's plan meets the New York State Department of Health's "Interim Guidance for Higher Education during the COVID-19 Public Health Emergency." It adheres to all of the requirements in this guidance for an institution of higher education to reopen and operate. Specifically, this plan describes LIU's strategy and operational tactics to:

- (1) Reopen Long Island University campuses
- (2) Monitor health conditions
- (3) Contain potential virus transmission
- (4) Shut down, if necessitated by COVID reemergence

The University has also reviewed guidelines established by the Commission on Independent Colleges and Universities (CICU) for reopening institutions of higher education, the American College Health Association (ACHA), the Centers for Disease Control and Prevention (CDC), the Occupational Safety and Health Administration (OSHA), the U.S. Equal Employment Opportunity Commission, and the U.S. Department of Education.

I. Reopening

A. Capacity

LIU's Reopening Plan, in alignment with NY Forward's Phase 4, is designed to repopulate our campuses in the safest way possible while addressing the public health issues caused by the coronavirus. Limited administrators have started back on campus this summer. The rest of the campus community will be phased in prior to the start of the fall semester and LIU will begin pursuant to the original academic calendar.

LIU is conducting daily screening through the online LIU COVID-19 Self-Check, with supporting signage posted at entryways containing a reminder that the Self-Check must be completed by employees daily. Employees on campus are practicing social distancing and the University community is required to wear face coverings in public spaces and where social distancing is not feasible. All workspaces, classrooms, common areas, and residence halls have been reconfigured to adhere to New York State guidelines. Quarantine and isolation spaces have been identified for residential students. Facilities Operations instituted enhanced protocols for increased cleaning and disinfection throughout campus. Daily logs are maintained to ensure that all protocols were followed.

B. PPE

PPE has been procured to provide LIU employees adequate protection. LIU will secure quantities of PPE for students, including masks and other needed PPE at cost. As per [New York State Executive Order 202.17](#), any member of our campus communities or guests to our campuses who are over age two and able to medically tolerate a face covering must cover their nose and mouth with a mask or cloth face covering when in public areas around campus or if they are unable to maintain social distancing. Face coverings include, but are not limited to, cloth (e.g., homemade sewn, quick cut, bandana), surgical masks, N-95 respirators, and face shields.

C. Screening/Testing

LIU's COVID-19 Self-Check process is required for all employees. The LIU COVID-19 Self-Check asks questions relating to travel, exposure to COVID-19, and symptoms of COVID-19. Each day, employees will complete the online LIU COVID-19 Self-Check as the primary method for screening.

Students will be required to complete a screening prior to returning to campus, with periodic checks throughout the semester.

Personnel with COVID-19 symptoms will be directed to their healthcare provider to be tested and receive further care and direction.

D. Residential living

Procedural modifications have been made to residence halls to promote low-density living, facilitate social distancing, enhance cleaning and disinfection, and encourage heightened hygienic behaviors. All low-density and social distancing protocols instituted University-wide apply to the residence halls. As with other buildings on campus, Facilities Operations will provide enhanced cleaning as well as directional signage and maximum occupancy postings in hallways and bathrooms. No direct deliveries are permitted to the residence halls.

The University is committed to providing a healthy, safe, and enriching on-campus experience for our students in the residence halls. Move-in will be staggered, conducted by appointment to allow for appropriate social distancing. Students who reside out of New York State and are required to quarantine for 14 days can check-in 14 days prior to the beginning of the semester to ensure attendance of the first day of classes.

Residence Life Professional Staff and Resident Assistants will reinforce all residence life policies and social distancing protocols. Students have a community responsibility to abide by all protocols in order to safeguard themselves and their peers.

To limit density in residence hall rooms, there will be no triple or quad occupancy rooms available for the fall semester. Single room accommodations will be offered for students upon request.

Students must practice social distancing in all public spaces, wear a face covering in residence hallways and common spaces. Roommates and suitemates are considered "family units," therefore face coverings do not need to be worn by students in their residence hall rooms.

There will be no overnight guests permitted in residence hall rooms during the fall 2020 semester.

Laundry rooms are limited to two students at any given time. Resident Assistants will work with their floor and building to determine a convenient schedule for all residents.

Proper social distancing and hygiene must be practiced when using bathrooms. Enhanced cleaning and disinfection will be conducted daily by Facilities Staff.

Residence Hall space will be made available for residential students who must quarantine or self-isolate due to COVID-19 concerns. This space has been designated and prepared in the event that it is necessary.

E. Operational activities

Classes/Teaching Plan

LIU campuses will resume in-person classroom instruction with social distancing protocols in place whenever practical. Capacities of all classroom spaces have been reduced and additional larger classroom spaces have been added to promote social distancing.

Academic Affairs has instituted the following guidelines:

- Deans will ensure that courses that involve performance, laboratory, and clinical experiences will take into consideration unique space requirements, and ensure that such courses are conducted with proper COVID-19 protocols in place.
- Students who are unable to attend class may receive instruction through lecture capture and/or Zoom.

Office hours and advising should be conducted virtually, if possible.

Faculty will encourage students to communicate with them regarding their health status and any changes in their ability to complete coursework or fulfill their academic responsibilities. Faculty will excuse students who become ill.

Academic Affairs will provide guidelines to faculty regarding course modifications or accommodations that may result from COVID-19 conditions. Faculty will include in their syllabi: resources for students with disabilities, up-to-date instructions on accessing remote learning platforms, including trouble-shooting parameters, technician contact information, and department chair contact information in the event a faculty member falls sick.

Academic Affairs will implement the contingency plan in the event that remote instruction is required due to an elevated recurrence of COVID cases.

Academic Calendar

Fall semester classes will begin September 8, 2020, and follow the published academic schedule. The University reserves the right to adjust for any contingencies that are required to ensure the health and safety of its students and employees.

Classroom Spaces

A new maximum occupancy capacity to each room has been given to adhere to New York State guidelines. Some classrooms have been reconfigured by removing seats; others will have seating marked to indicate how students should arrange themselves when they arrive. All in-person course participants will wear face coverings. Every classroom participant, including the instructor, is asked practice proper respiratory etiquette and hand hygiene.

Special Modes of Instruction

Programs that require off-campus clinical or field training in other locations will ensure that students are properly protected by recommended safety protocols. Where possible, such programs will enhance simulation experiences to enable students to practice technical, diagnostic, and exam skills in controlled settings on campus.

For courses and instruction that generally do not permit physical distancing (e.g., dance, theater, performing arts), alternative instruction will be instituted to minimize risk. Larger facilities will be used for enhanced distancing in the performing arts (music, dance, theater).

With current travel restrictions in place LIU study abroad programs, excluding Global College, will not take place this fall.

Resources

LIU Information Technology led the University through the peak of the COVID-19 crisis by facilitating a smooth transition to 100% remote learning this past spring. The sense of urgency faced by IT was met with success. To further prepare for unexpected challenges, IT conducted a needs assessment that addressed advanced systems and equipment needs to support the highest level of teaching and learning both in the classroom and for remote instruction. As needed, LIU IT will continue to assess and evaluate the current environment and adjust accordingly.

The LIU Libraries System and student resource centers will continue to offer remote learning support to students. Students have been notified about resources such as tutoring services, writing support, disability support, IT assistance, financial aid support, scheduling assistance, and healthy living.

Research

Principal Investigators and research labs are following the guidance issued by New York State DOH's "Interim Guidance for Higher Education Research during the COVID-19 Public Health Emergency," as well as the CDC. Research guidelines are under the purview of LIU's Chief Research and International Officer, who reports to the Senior Vice President for Academic Affairs.

Dining Facilities

Aramark, the contract agency that performs LIU food service operations, has implemented the Aramark Pandemic Response Plan based on New York State DOH's "Interim Guidance for Food Services during the COVID-19 Public Health Emergency," as well as guidance from CDC and the World Health Organization. The Aramark Pandemic Response Committee provides continuous updates in accordance with New York State guidance. Aramark teams have developed digital and social media communication plans, created COVID-19 signage, and planned increased engagement activities that reassure students about safety practices employed in the delivery of food service.

Aramark is closely monitoring consumer needs, expectations and patterns to help inform and direct operating plans for providing the type of environment students expect as they return to campus. They will offer service styles to match recovery response and student requirements for social distancing. These service styles include cashless payment, delivery and pick up options, and no touch service, among others.

An inbox query specifically for COVID-19 questions and concerns has been set up by Aramark and a Global Coronavirus Intranet site with higher education specific information is updated daily.

LIU Facilities Operations and LIU Procurement have been working closely with Aramark to install plexiglass and plastic sheathing in food service areas, and to reconfigure dining areas to reduce density.

F. Restart operations

LIU Operational Units have submitted reopening subplans and checklists describing the measures they have taken to ensure proper social distancing in their workspaces and modified schedules that promote low density. These subplans also include posting and promoting infection prevention strategies in their respective areas. The operational units are responsible for overseeing adherence to basic safety measures to reduce exposure risk.

Transportation

The Shark Shuttle is complying with physical distancing and enhanced cleaning requirements stipulated in New York State DOH's "Interim Guidance for Public Transportation Activities during the COVID-19 Public Health Emergency." Riders and drivers will wear mandatory masks while on the shuttles. The shuttle capacity is reduced to allow for social distancing. Shuttles off campus will follow the same guidance.

Campus Law Enforcement/Public Safety

Public safety has reviewed all procedures to ensure effective measures of control are in place and will respond to COVID-19 issues as necessary.

LIU Brooklyn is gated and identification is required for entry. In March 2020, LIU Post set-up an entrance gate where public safety verifies identification. Visitors must be on an approved visitors' list before they are permitted to enter the grounds. Employees are permitted on campus only if they have successfully completed the LIU COVID-19 Self-Check and their IDs have been cleared.

Access to residence halls is monitored by Public Safety officers from midnight to 6 a.m. A No Guest Policy has been put in place by Student Affairs to mitigate exposure to infection.

150 indoor and outdoor cameras monitor gatherings and movements that may risk student exposure to infection. All public areas are patrolled routinely.

Ambulances will be called for students who are ill and in need of transportation to a medical facility.

Students at LIU Hudson, LIU Riverhead, and Brentwood will receive public safety protections provided by hosting institutions (SUNY Purchase, Suffolk County Community College—Grant and Eastern Campuses). LIU Public Safety enforces the principles of the LIU Student Code of Conduct and the regulations in LIU Student Handbooks. These documents have been revised to address COVID-19 issues that affect LIU students.

Construction/Renovation

All construction and renovation projects will follow the same social distancing, face covering, and sanitation rules as the rest of the campus. All construction personnel will limit contact with students and employees. At Post, construction personnel enter campus through the west gate to further separate them from the campus population. At Brooklyn, construction personnel enter through their designated entrances and contact with students and employees will be limited.

Facilities Management/Maintenance

Facilities Operations has prepared the campuses for reopening. First Floor plans have been updated to reflect proposed building access, directional signage, and separation barriers, as required. To the maximum extent practicable, stairs and stairways have been designated as one directional—one way up or down. To the maximum extent practicable, elevator use will be discouraged, restricted, or prohibited on the basis of inability to meet social distancing requirements. In the event that elevators must be used, floor or area demarcations are shown to determine safe occupancy.

All Operational Areas have identified shared objects that may be used by students, faculty, and staff in the course of their routine business. Each area has devised strategies for eliminating the use of shared objects or ensuring that they are routinely cleaned and disinfected.

Facilities Operations has checked the ventilation systems of all LIU buildings to ensure that they are functioning adequately. Regular preventative maintenance and checks are scheduled.

Facilities Operations has checked all water systems to ensure their proper functioning after the prolonged shut down associated with quarantine.

G. Extracurricular Activities

Student Gatherings

All spaces on LIU campuses will adhere to New York State guidelines.

LIU Facilities Operations has implemented measures to control building access, incorporate directional signage for hallways and stairwells, post maximum occupancy numbers, and provide sanitizers in each building, as described in “Facilities Management/Maintenance,” above.

Student Life

LIU Promise and the Division of Student Affairs has developed a schedule of student life events that will ensure an engaging campus experience for fall 2020. Outdoor events and activities are planned and will be promoted through the University’s events calendar, including outdoor recreational activities, movies, socials, and other programs. All student life activities will follow NYS guidelines.

Resident Assistants will host in-person and virtual activities throughout the semester. “Experience Shark Nation,” an online module, will be introduced to enhance the student experience. This program will allow students to join clubs, find out about campus programs, and become engaged in campus life in new and innovative ways.

Athletics

Resuming NCAA Division I Athletic competition will be accomplished according to guidelines from New York Forward, the Northeast Conference (NEC) and the National Collegiate Athletic Association (NCAA). Plans for reopening large venues and athletic competitions will be based on NCAA’s [“Core principles of resocialization of collegiate sport”](#) and its follow-up document [“Resocialization of Collegiate Sport: Action Plan Considerations.”](#)

The “LIU Athletics COVID-19 Restart Plan” has been developed by the LIU Athletics Restart Committee.

H. Vulnerable Populations

Vulnerable student populations should contact the Office of the Dean of Students at 718-488-1573 (Brooklyn) or 516-299-2480 (Post) to discuss possible alternative arrangements. Employees who are seeking accommodations or alternative working arrangements should contact the LIU Human Resources Office at 516-299-4217.

I. Hygiene, cleaning and disinfection

All faculty, staff, and students are required to follow basic infection prevention protocols: maintain social distancing, wear a face covering, and practice hand hygiene as well as respiratory etiquette. Sanitizer dispensing devices have been installed at most entryways and stairway access and egress points. Signage has been posted in all facilities to remind the campus community to follow recommended protocols. Throughout campus, cleaning and disinfection have been enhanced to ensure that public areas, offices, and residence halls are sanitized more often. The frequency of cleaning will follow recommendations of the [CDC Guidance for Cleaning and Disinfecting](#) and Update #3 to the Higher Education Report Recommendations for Dormitory Bathrooms.

II. Monitoring

Monitoring of health conditions that may be related to COVID-19 requires continued surveillance of the campus community to detect instances of infection spread. The LIU COVID-19 Self-Check is a crucial step in detecting COVID-19 symptoms.

Students who experience symptoms that may be related to COVID-19 may seek medical attention from their personal health care provider or they may use health services provided by LIU.

Medical services for LIU Students, under the Division of Student Affairs, is a collaboration of on-campus resources and partnerships with local health organizations including Northwell Health Systems, the Riland Academic Health Center and The Brooklyn Hospital Center.

Health Services at LIU Brooklyn are offered through The Brooklyn Hospital Center on Dekalb Avenue across from campus.

Students at LIU Post in need of medical attention are referred to the Riland Health Center located adjacent to LIU Post. The Riland Academic Health Center is open Monday through Friday from 9 a.m. to 5 p.m.

A. Testing/screening

Employees that exhibit COVID-19 symptoms will be directed to their healthcare provider to be tested. Employees should keep their supervisor informed of their status and follow their healthcare provider's recommendations for isolation or quarantine.

Students who suspect they may have COVID-19 symptoms and who contact Health Services will be screened by health care providers over the phone and then directed to the proper facility for an appointment, if necessary. The Riland Health Care Center and The Brooklyn Hospital Center each follow these protocols for appointments with students who may be COVID-19 positive:

- Appointments are scheduled to ensure that waiting rooms allow for social distancing at all times.
- Face coverings are required to be worn by all patients and staff.
- Visitors are not allowed with a patient unless special assistance is needed.
- Patient exam rooms are closely monitored and disinfected as needed throughout the day.

Students who are tested for COVID-19 are asked to self-quarantine while they wait for the results. If necessary, Student Affairs staff will work with students to ensure that they have a designated and safe place to quarantine if they are residence hall students. Commuter students will be asked to quarantine at home.

Visitors entering campus will undergo temperature screening and complete the LIU COVID-19 Self-Check before being cleared to enter campus. Outside vendors (food, maintenance, construction) will certify that all of their employees have met all campus protocols prior to entering campus.

B. Testing frequency and protocols

Employees will take the LIU COVID-19 Self-check daily. After an initial screening the University will implement a rescreening program for students. The rescreening will not retest every student, but rather a segment of the population at designated intervals.

C. Early warning signs

Employees are required to self-monitor on a daily basis. Early warning signs include a large number of employees not passing the self-check, an increased number of employees calling in sick, a large percentage of absent students, or an increased number of students seeking health services. The University will closely monitor cases of COVID-19 that may occur in the campus community and will consult with local health authorities and the New York State Department of Health to determine if the number of positive cases has increased beyond an acceptable level.

D. Tracing

Labs conducting COVID-19 tests automatically report all positive results to county health officials, who contact LIU to inform University officials of positive cases that have been identified on campus. For LIU Post students who test positive for COVID-19, Nassau and Suffolk County health officials will conduct contact tracing with the assistance of LIU Post staff and administrators. For LIU Brooklyn students who test positive for COVID-19, contact tracing will be conducted by the University with the assistance of county health authorities in Brooklyn.

All LIU procedures instituted to do monitoring, containment, and tracing of COVID-19 on campus will follow best practices according to guidance from health experts and will adhere to all privacy requirements of HIPAA and FERPA.

III. Containment

A. Isolation

Employees and commuter students who screen positive for COVID-19 will be asked to return home and provide a doctor's note indicating they are no longer contagious prior to returning to campus. All residential students positive for COVID-19, who choose to remain on campus, will be isolated in designated residence halls (Hoyt Residence Hall in Brooklyn; Suffolk Residence Hall at Post). Student Affairs will ensure that all isolated residential students will receive support for basic needs (including food, medicine, psychosocial, academic and/or other support, as needed) and ongoing monitoring while isolated.

B. Quarantine

Employees or commuter students who have been exposed to someone positive for COVID-19 will be asked to provide a negative test result prior to returning to campus. Residential students will be asked to get a test and those testing positive will be directed to designated quarantine location.

Student Affairs will ensure that all students with COVID-19 symptoms and/or diagnosis and all students under quarantine after exposure (including placement in isolation/quarantine housing) will receive support for basic needs (including food, medicine, psychosocial, academic and/or other support, as needed) and ongoing monitoring while quarantined.

C. Students confirmed or suspected to have COVID-19

Student Affairs and Academic Affairs will cooperate in making academic accommodations for students who have confirmed or suspected cases of COVID-19. If positive COVID-19 students cannot leave campus, they will be isolated in Hoyt Street Residence Hall in Brooklyn or Suffolk Residence Hall at Post for 10 days from when their symptoms first appeared and after they have had three consecutive days of no fever without the use of fever-reducing medications.

D. Hygiene, cleaning and disinfection

Facilities Operations provides cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19. These areas are treated according to CDC guidelines, "Cleaning and Disinfecting Your Facility."

E. Communication

Prior to the beginning of the fall semester, University protocols for COVID-19 containment, including isolation, quarantine, hygiene, cleaning and disinfection measures, will be posted on the [LIU Coronavirus Update](#) page. Other communication related to COVID-19 protocols is described in the “Shutdown” section, below.

LIU will provide ongoing messaging on preventative measures and procedures to follow for faculty, staff, or students who think they may have symptoms related to COVID-19. This messaging will appear across platforms including the LIU website, Instagram and other social media, and signage around the campuses.

IV. Shutdown

A. Operational Activity

In the event that the University is required to operate remotely due to a COVID-19 spread or due to a state and/or regional health authorities’ mandate, instruction will shift to remote format in accordance with Academic Affairs contingency plan. Key personnel will remain on campus in socially distant locations in order to oversee the critical campus operations and the safe departure of students from campus.

B. Move-out

If the campus moves to remote instruction due to COVID-19 spread, Student Affairs will oversee an orderly departure from campus for all students who choose to return home. Students who wish to remain on campus will make arrangements with Student Affairs.

C. Communication

Our mission of providing Access and Excellence in higher education depends on our ability to provide timely and accurate COVID-19 information to prospective and current students, their parents, faculty, staff, and the surrounding community. Every campus constituent must be informed about modifications being made to create a safe educational environment and must be assured that all aspects of LIU’s plan to reopen follow relevant and up-to-date guidance from health and government authorities.

All University-wide communications relating to COVID-19 will be stored on the [LIU Coronavirus Update](#) page.

The three major audiences for communication are: 1) students and their parents; 2) faculty and staff; and 3) external stakeholders who support and guide the University. The sections below describe communication approaches for each audience.

To Students (and Parents)

Student Affairs will keep students and parents informed about the details of the reopening and repopulating process. They will communicate precautions that are in place to ensure the safety of students. They will be informed about residence hall occupation protocols and safe move in procedures.

To LIU Employees

Employees are informed of the details of the University’s reopening plan via email and through updates posted on the [LIU Coronavirus Update](#) page. Employees who have returned to campus have been notified of changes that

have been made to procedures and facilities to ensure their safety and to prevent infection. All procedures and modifications have been developed according to New York Forward guidelines.

The Office of Human Resources emailed information about plans to reopen LIU to all faculty, staff, and administrators on June 2. This update explained campus modifications and expectations that all members of the community will maintain social distancing, wear face coverings in public spaces or where people gather, and practice hand hygiene. The Office of Human Resources will maintain regular communication with faculty and staff regarding COVID-19 issues that affect them as LIU employees.

Formal education and training regarding COVID-19 issues is essential to ensuring the ongoing health and safety of LIU campuses. Before the start of the fall semester, the LIU Reopen Task Force will organize and develop training sessions on the following:

- An overview of COVID-19, including infection prevention, control measures, signs and symptoms, testing, transmission, and useful resources.
- Policies and practices specific to each campus regarding infection prevention and control, campus health and safety resources, use of PPE, and steps to take if sick.

To Community/Government Leaders

The Office of Institutional Advancement will keep University alumni apprised of all significant developments regarding LIU's reopening and overall response to COVID-19 conditions. Alumni will be assured that the University is committed to its mission and goals and that all decision-making is informed by guidance from relevant health and higher education authorities.

Communication with government leaders will take place as necessary. The University maintains careful documentation of its response to COVID-19 and its compliance with all regulatory guidelines. This reopening plan will be submitted to the New York State Department of Health.