

COVID-19 Higher Education Control Plan

Revised November 17, 2020



As Massachusetts Higher Education Institutions continue to bring staff, faculty, students, and other members of the public back to their campuses, completion of this plan will demonstrate alignment with the considerations of the Massachusetts Higher Education COVID-19 Working Group. The plan will also demonstrate a self-certification that institutions have adopted the COVID-19 workplace safety rules and requirements instituted under the Governor's Reopening Orders for Phase II and Phase III.

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HIGHER ED INSTITUTION INFORMATION | please provide the following information

Institution name: Suffolk University

Campus name(s)/description(s): Boston Campus and Madrid Campus

Plan applies to:

☒ Single Campus

☒ Multiple Campuses

Campus address(es): 73 Tremont St., Boston, MA 02108 and Calle deLa Vina, 3, 38003, Madrid, Spain

Primary point(s) of contact for campus(es) (President or designee): John Nucci

SOCIAL DISTANCING | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Adopted measures to provide that all persons, including faculty, staff and students, remain six feet apart to the greatest extent possible, both inside and outside campus buildings
- ☒ Established protocols to ensure that faculty, staff and students can practice adequate social distancing
- ☒ Posted signage for safe social distancing in all places where faculty, staff and students are likely to gather
- ☒ Required face coverings or masks for all faculty, staff and students (except where unsafe due to medical condition or disability) while inside and if social distancing of at least 6 feet cannot be reliably maintained while outdoors
- ☒ Implemented additional procedures. Please describe them here:

We have adopted a number of protocols including the mandatory use of face coverings, implemented physical changes, posted signage, and installed barriers to ensure safe social distancing.

HYGIENE PROTOCOLS | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Provided hand washing capabilities throughout the campus
- ☒ Taken measures to encourage frequent hand washing or sanitizing by faculty, staff and students and provided adequate supplies to do so
- ☒ Provided for regular sanitization of high touch areas, such as desks, equipment, screens, doorknobs, and restrooms throughout the campus

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HYGIENE PROTOCOLS | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Implemented additional procedures. Please describe them here:

We have included hygiene protocols in our mandatory training programs for students, faculty, and staff.

GENERAL OPERATIONS | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Provided training for faculty, staff and students regarding the importance of social distancing, face covering, hand-washing, symptom monitoring, testing, isolation, quarantine, and all other detection and response protocols, and regularly share information through multiple channels to reinforce the message
- ☒ Encouraged faculty, staff and students who are feeling ill or displaying COVID19-like symptoms to stay home or in their residence hall
- ☒ Established a plan to accommodate the needs of students, staff and faculty who are at higher risk if they are exposed to COVID-19, or who care for household members who are at higher risk
- ☒ Ensured that no gatherings will occur on campus that exceed the limits in the latest Commonwealth advisory, except for the purposes of instruction, provided that six feet distancing can always be maintained
- ☒ Ensured that campus amenities and services will adhere to all sector-specific safety protocols, available on the Commonwealth's Reopening Plan website, applicable to the amenity or service. Examples include:
 - ☒ Office spaces: Must follow latest office space [guidance](#)
 - ☒ Dining Services and Facilities: To the extent feasible, must follow social distancing, hygiene protocols, and staffing guidance in the latest restaurant [guidance](#) and must work in cooperation with local public health officials to develop and execute site-specific protocols consistent with applicable CDC guidance for cleaning, disinfecting, and closing areas occupied by a person presumed or confirmed to have COVID-19.
 - ☒ Athletic Centers, gyms and fitness centers: Must follow the latest fitness center and health club [guidance](#)
 - ☒ Campus shops and bookstores: Must follow the latest retail [guidance](#)
 - ☒ Performance venues: Must follow the latest performance venue [guidance](#)
 - ☒ Events: Must follow the latest indoor and outdoor events [guidance](#)
- ☒ Implemented additional procedures. Please describe them here:

We have implemented a reservation system to limit access and ensure that we adhere to the capacity limits set by the Commonwealth.

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CLEANING & DISINFECTING | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Established and maintained cleaning protocols specific to the campus
- ☒ Taken measures to ensure that when an individual on campus is diagnosed with COVID-19, cleaning and disinfecting is performed
- ☒ Prepared to disinfect all common and high touch surfaces at appropriate intervals
- ☒ Implemented additional procedures. Please describe them here:

We have installed hand sanitizer and disinfectant wipe stations around campus to make these products more accessible and readily available.

COMMUNICATION & SUPPORT | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Established consistent communication to all students, staff, faculty, and the surrounding community regarding Phase III plans
- ☒ Installed signage and other visual indicators throughout all campus buildings and outdoor areas to improve awareness of and compliance with Phase III requirements
- ☒ Established a plan for when and how to adjust operations in response to an outbreak on campus or other public health concerns, including communicating the need to pause or discontinue in-person programming and activities to all students, staff and faculty
- ☒ Established clear communication and escalation points with the Local Board of Health, Massachusetts Department of Public Health, and other state and local agencies as needed
- ☒ Developed protocols for delivery of emotional and mental health services, including both individual and group counseling
- ☒ Implemented additional procedures. Please describe them here:

We have developed a webpage that includes all information related to COVID-19 protocols and policies.

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DETECTION & RESPONSE | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

In order to demonstrate acceptance of the Higher Education Testing Group's report and recommendations

- ☒ ("Developing an Integrated COVID-19 Testing Strategy: Considerations for Institutions of Higher Education in Massachusetts"), **by January 1, 2021**, an institution with students residing on campus should adopt and post online comprehensive protocols for arrival and surveillance testing that align with the report. Concerning surveillance testing, while experience has shown that there is no single protocol for testing frequency that works in every environment, the report indicates that populations most at risk shall be tested every 2 to 7 days, with the outer limit being 12 days under the most favorable circumstances. Testing protocols and plans should be established in coordination with local public health officials and should be regularly updated to ensure compliance with current CDC and DPH requirements and guidelines and to reflect evolving testing technologies and methods.
- ☒ Established a plan for ensuring that students, staff and faculty who arrive on campus from another country or a state not designated as a lower-risk state by the Department of Public Health provide documentation of a negative COVID test result on a sample taken no more than 72 hours prior to their arrival, and are informed of campus policies and the latest Commonwealth travel order regarding travel restrictions, testing, and self-quarantine requirements
- ☒ Designated residential facilities space for residential students to immediately quarantine if they arrive on campus from another country or a state not designated as a lower-risk state by DPH and do not have documentation of a negative COVID test result on a sample taken no more than 72 hours prior to their arrival
- ☒ Developed a plan to ensure that results and full demographic data (name, date of birth, full address, gender, race, ethnicity, primary language, occupation and disability status) on students, staff and faculty tested by the institution for COVID-19 are reported electronically to the MA Department of Public Health as required. (If testing is conducted by a healthcare facility or laboratory, results will be reported electronically to DPH by the facility or laboratory.)
- ☒ Developed a plan for coordinating with students, staff and faculty who are diagnosed with COVID-19, or have been in close contact with someone who has, to ensure that they have adequate space and support to isolate or quarantine
- ☒ Developed a plan to work with DPH-designated contact tracers following the identification of any case or close contact. (DPH-designated contact tracers conduct contact tracing in Massachusetts, and include local Boards of Health, both in the municipality where the campus is based and the municipality where the case or close contacts reside, if different than where the campus is may be involved, as well as the Community Tracing Collaborative. Local Board of Health officials will decide whether to conduct contact tracing or assign to the Community Tracing Collaborative.)

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DETECTION & RESPONSE | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

- ☒ Designated residential facilities space to immediately isolate students who reside on campus and test positive for COVID-19, and to separately quarantine students who have had close contact with them
- ☒ Established protocols to ensure that students in isolation or quarantine have appropriate support and services
- ☒ Established specific detection and response protocols for periods when school is not in session, including the following:

All students living in campus housing who plan to leave campus during any period in which school is not in session should first receive a negative result from a COVID-19 test administered by the college within 72 hours of their planned departure. To the extent possible, residential colleges should also offer COVID-19 tests to students living off campus who plan to return home, within 72 hours of their planned departure.

All students should be informed of the risks associated with going home without first receiving a negative COVID-19 test result.

Residential students who test positive should immediately isolate in campus housing designated and supported for that purpose. Contact tracing for all students who test positive should begin immediately so that students who were in close contact can be provided appropriate quarantine housing and instructions.

Students who previously tested positive for COVID-19 and are isolating in campus housing should remain in place until completing the 10-day isolation period, as prescribed by DPH guidance.

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DETECTION & RESPONSE | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

☒ **Established specific detection and response protocols for periods when school is not in session, including the following (continued):**

Students who are quarantined in campus housing due to close contact with someone who tested positive for COVID-19 should remain in place until completing the 14-day quarantine period, as prescribed by DPH guidance. Quarantined students may leave campus housing after 10 days if they do not have any symptoms and they receive a negative result from a molecular diagnostic test administered at least 8 days after exposure to someone diagnosed with COVID-19. Students who are released from quarantine prior to completing the full 14 days should continue to monitor themselves for symptoms for the remainder of the 14-day period.

Institutions should continue to provide essential services to students isolating or quarantining on their campuses during any period in which school is not in session.

Students returning to a residential campus after any period in which school is not in session should be tested for COVID-19 within 72 hours prior to their planned return. Colleges should administer COVID-19 tests immediately to any returning student who returns to campus and has not been tested within 72 hours. Testing of returning students should apply to all students, whether they live on or off campus. Students who test positive should immediately isolate for at least 10 days, as prescribed by DPH guidance.

Students returning to campus from out-of-state must quarantine for 14 days or produce a negative COVID-19 test result that has been administered within 72-hours prior to their arrival in Massachusetts. Students returning from out-of-state without a negative test result must remain in quarantine for 14 days after arrival or until they obtain a negative test result.

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☒ Implemented additional procedures. Please describe them here:

The University is using a comprehensive mobile application designed for college campuses for self-attestation, health screening, scheduling tests, test-result management, contact tracing, and monitoring COVID-19 viral transmission rates. Students, faculty, and staff must complete their self-attestation and adhere to the required testing frequency in order to enter campus.

ADDITIONAL DETAILS |