



## Spring Semester 2022 Operations Plan

January 14, 2022

### Overview

Post University is a regionally accredited institution of higher education located in Waterbury, CT. The University offers degrees at the associate-, baccalaureate-, masters-, and doctoral- levels, as well as undergraduate and graduate certificates. Each term, we serve more than 16,000 students through an Accelerated Degree Program offered online and a traditional academic model offered on our Main Campus.

Post University has confidently overcome the unprecedented challenges and obstacles that have affected so many in our community in how we live, learn, work, and interact with others. The University was proud to play a role to operate a drive – through vaccination site for our community. As a University, we are extremely proud of how our students have continued to achieve success while facing such adversity. With widespread availability of several highly effective COVID-19 vaccines, our plan is to restore a robust college experience to our campus beginning with the 2021 fall semester.

**Note: This plan may be revised at any time during the semester based on new information from the Centers for Disease Control and Prevention (CDC) and the Connecticut Department of Public Health related to the Omicron virus or if another surge of infections occurs.**

### The Decision

The University requires COVID-19 vaccinations for all students, faculty, and staff that did not obtain a religious or medical exemption. [Click here to read the full announcement.](#) On December 22, 2021, the University updated its definition of “fully vaccinated” to include both the first and second doses of Pfizer and Moderna vaccine PLUS the booster, or one dose of the Johnson & Johnson vaccine PLUS the booster. Boosters must be obtained as soon as possible and no later than January 31, 2022, OR within fourteen (14) days of becoming eligible to receive. [Click here to read the full announcement.](#) Students who do not obtain an exemption or fail to meet the vaccination requirement are not permitted to move into a residence hall or come to campus.

The University recognizes the following World Health Organization (WHO) vaccines:

- Johnson & Johnson /Janssen
- Moderna
- Pfizer
- Astra Zeneca
- CoViShield
- Sinopharm

The most-updated information about vaccinations from WHO [can be found by clicking this link.](#)

### **Spring 2022 - Religious or medical exemption – Accommodations**

With more than two decades of delivering online learning, the University has reasonable accommodations in place for students who have religious or medical exemptions, which precludes them from obtaining a COVID-19 vaccination. Unvaccinated individuals who obtain an exemption will be

subject to additional COVID-19 related requirements. Individuals will participate in their classes synchronously online, from a virtual location, with their fellow students and professor in the classroom. This virtual learning option has been in place since March of 2020. Additionally, students can connect with campus departments and participate in campus events via the Virtual Campus, as well as watch live-streamed athletic games.

Requests for exemptions for the semester are due by January 15, with each request reviewed on a case-by-case basis.

**All Students -- Resident or Commuter -- Must Submit Proof of COVID-19 Vaccine Documentation, including booster vaccine. This applies to students in the University Pathways Programs.**

- Submit a copy of your COVID-19 vaccine documentation to Health Services. **Returning students**, if you received your booster vaccine, please email your updated vaccination status to Student Health Services ([HealthServices@post.edu](mailto:HealthServices@post.edu)). When submitting a photo (jpg) of your Vaccine Card, please make sure your name and date of birth is included in the body of your email to Health Services.
- **First Year or New Transfer Students** are required to submit their [Student Health Form](#), which includes your record of immunizations and COVID-19 vaccination status.

Here is a visual guide to [learn how students must update their vaccination status](#).

**Pre-Arrival To Campus: Testing -- Resident and Commuter Students**

Students are encouraged to obtain a Polymerase Chain Reaction (PCR) test before returning to campus. The University will accept at-home rapid test results for the pre-arrival testing requirement. Students who use a rapid test should take the test within 24-hours of arrival to campus. Ideally, a rapid test is administered just before the student gets in the car to leave for campus.

**International Student Arrival Quarantine:** International students will be required to quarantine following their arrival into the United States and must comply with all U.S. travel testing and arrival requirements for their country of origin at the time of travel. International students, who receive their vaccination after arriving in the United States, will need to quarantine for 14 days after receiving the vaccine, until it is deemed to be fully affective. However, fully vaccinated international students who have their vaccination record on file with Health Services will not need to quarantine.

**Reporting Process for Pre-Arrival Test Results: Resident Students and Commuter Students**

- Prior to students' arrival on campus, they should upload their negative test result via the Post Mobile App, under the tile "*Upload Your COVID Test Results.*" *Students:* Please write your name, date of birth and the date and time the test was performed and upload a photo of the results.
- If a **student has tested positive for COVID-19 during the holiday break** (Dec 17, 2021, until their arrival on campus), Student Health Services requires students to upload a copy of that positive test result. Please upload this result via the Post Mobile App.
- **In this Pre-Arrival Process, if a student's At Home Rapid Test or PCR test return a positive COVID-19 Test result, DO NOT come to campus. Please stay home and isolate for 10-days. Please submit your results. See first bullet for process.**

**Second On-Campus Testing:** All students that did not take a pre-arrival PCR test will take a second COVID-19 rapid test when they get to campus and before their first class. Student Health Services will administer this test.

**Routine Testing:** All students will undergo routine testing throughout the semester. Student who are unvaccinated with approved exemptions will be tested for COVID-19 twice a week. This testing will be coordinated with Student Health Services.

**Post University will require all students and associates to wear masks in public spaces.**

- **Masks:** Effective January 3, 2022, face coverings must be worn at all times in any shared spaces. This includes inside all University buildings and classrooms, except Leever Dining Hall while eating/drinking or in the privacy of the associate’s office or the student’s own residence hall room. Face coverings are also required on campus for all outside guests, contractors, and vendors. The University will continue to monitor CDC and CT Department of Public Health guidance closely and decisions about ongoing mask rules may be revisited if conditions warrant. While we hope this mitigation measure is temporary, we want to ensure all individuals, regardless of vaccination status, remain healthy.

**Mask Requirements: Students and associates are expected to provide their own masks to ensure they have an ample clean supply.**

Indoor mask must meet the following criteria:

- Fits comfortably against the sides of the face and covers the nose, mouth, and chin
- Fastens securely with ties or ear loops
- [Surgical grade masks, N-95, KN95, or KF94 masks](#) are preferred (multiple layers of fabric)

**The Centers for Disease Control and Prevention (CDC) recommends using surgical masks in combination with cloth masks. How to Double Mask: Wear the surgical mask and then the cloth mask on top of it.**

- **Daily Symptom Checking:** Monitoring for COVID-19 symptoms, flu-like symptoms, and other health related issues will continue in Spring 2022. Main campus students, on a daily basis, must use the Post Mobile App on their smart phone or access the tool through the web browser feature to report symptoms experienced. The Post Mobile App will also support contact tracing.
- **The Post Mobile App along with its Daily Pass will regularly be used in:**
  - Classes (Faculty will ask all students at the beginning of each class to hold up their devices to show their green “cleared” badge)
  - Drubner Center – students attending a sporting event
  - Dining hall
  - Other on-campus events

- **Isolation and Quarantine:**
  - Any resident student who tests positive for COVID-19 and **lives within 100 miles of the University will be required to isolate *away from campus for 10-days* and attend classes virtually.**
  - Isolation space is available through Post University for the mandatory 10-day isolation period for resident students living ***further than 100 miles from campus.***

If a fully vaccinated person is exposed to someone with COVID-19 they do not need to be tested unless they are experiencing COVID-19 symptoms. Any person who experiences COVID-19 symptoms should get a COVID-19 test. Refer to CDC's [Interim Public Health Recommendations for Fully Vaccinated People](#) for more information. Testing will be available through Student Health Services and our partner- Waterbury Health- for symptomatic testing if required.

- **Public Space Use and Physical Distancing:**
  - All students, associates, and visitors will be required to adhere to campus signage directing traffic flow, reinforcing social distancing rules and wearing a mask while on University property.
  - Maximum Occupancy in Each Classroom: Each room will have signage prominently displayed highlighting the maximum number of occupants allowed, taking into consideration the proper social distancing guidelines.

### **Health Insurance Coverage**

**All main campus students, including New and Transfer,** in addition to proof of a COVID-19 vaccination, must provide proof of active, eligible health insurance coverage in order to waive the student health insurance plan. Submit documentation through the Post portal at [www.gallagherstudent.com/Post](http://www.gallagherstudent.com/Post)

### **Screening of Campus Community**

Students, Faculty, and Staff are required to perform daily health screenings for infectious illnesses, including COVID-19. Students, faculty, and associates with signs or symptoms of infectious illness are encouraged to stay home when sick and/or seek medical care. A [COVID-19 self-checker](#) may be used to help decide when to seek COVID-19 testing or medical care. If symptom screening is conducted, ensure that symptom screening is done safely, respectfully, and in accordance with any applicable federal or state privacy and confidentiality laws.

### **Contact Tracing**

Post University will continue its collaboration with the City of Waterbury's Health Department in implementing [case investigation](#) and [contact tracing](#) to effectively break the chain of transmission and prevent further spread of the virus in the Post setting and surrounding community. All COVID-19 case investigation and contact tracing will be done in coordination with state, and local public health authorities and in accordance with local requirements and guidance. Post will support investigation and contact tracing detailed in [CDC's Guidance for Case Investigation and Contact Tracing in IHEs](#).

### ***What Can Students, Associate, and Faculty Expect from Contact Tracing?***

Students, associates, and faculty who test positive, during screening or other testing, will be contacted by Student Health Services and/or the Waterbury's Health Department. They will be asked for assistance in identifying others with whom they may have had close contact so these individuals may be contacted

and advised to take the proper precautions to help stop the spread of the virus. The positive individual and everyone with whom they have come in contact will be asked to participate in the State's [ContaCT Program](#)

### **Academics**

**Classrooms:** Each room will have limited occupancy, generally using the six (6) foot social distancing rule, subject to change as conditions warrant. This is the link to the [2022 academic calendar for Main Campus](#)

Main Campus undergraduate and graduate Spring 2022 students will have the option of attending their courses in-person or virtually. Only vaccinated students may attend class in person on campus. Students are required to scan into classrooms using their Mobile App and show their 'green' pass to instructors.

Undergraduate courses will be offered in a 16-week semester and graduate courses will be offered as 8-week courses in alignment with Terms 4 and 5. All Main Campus classes will meet during regularly scheduled time blocks, as defined by the Registrar's Office. Students attending virtually will join the in-person class session using a web conferencing platform. Attendance of both in-person and virtual students will be documented by the instructor in the Faculty Portal based on student attendance during each class period.

In all cases, High School Academy (HSA) students' home high schools have determined that their students will take Spring 2022 classes virtually. University Pathways Program (UPP) students will attend classes in person, and are subject to the student requirements outlined in this document. No hybrid site courses are running in the Spring 2022.

### **Lab and Studio Courses**

Main Campus science laboratory will make use of online virtual activities to ensure continuity of learning for students who will not be on campus. Art studio courses are limited to students who will be on campus. Remote students interested in art studio courses are invited to participate virtually in other art and liberal arts courses

### **Internship and Practicum Courses**

Practicum courses in Human Services, Early Childhood Education, and Child Studies will be handled using the same modified process as the Fall 2021 semester, as required. Internship courses that are not required for the major may be modified by the Program Chair and instructor into Independent Study experiences. Any needed modification of Internship and Practicum courses will be addressed with each individual student.

### **Travel Restriction**

Extra-curricular travel will be reviewed by the Provost and Vice President for Main Campus before it is approved for the Spring Semester. Post-sanctioned international travel associated with course work has been cancelled.

## Academic Policy

Post University's Main Campus Attendance Policy has been modified with a Spring 2022 addendum. The purpose of this addendum is to ensure students are attending class in a meaningful way that supports their learning. The italicized addendum below and the full Attendance Policy can be found in the University Catalog.

*Spring semester 2022, Post University will offer classes to main campus students in two modalities, remote and in-person. Students must choose their learning modality by the end of the add/drop period. The following standards apply to the Spring 2022 semester Attendance Policy:*

- Remote students' faces must be fully visible on video for the duration of the class meeting in order for them to count as in attendance. An exemption process will be available at the start of the semester.*
- In-person students will continue to use the Student Tracker on the Post Mobile App to document daily symptom checks and keep apprised of their COVID exposure status. In-person students with a red pass on their tracker are not permitted to attend class in person. Students with a red pass may attend class remotely for no longer than one calendar week without checking in with the Health Center. Students who must attend remotely longer than one week must provide their instructor with documentation. If documentation is not provided, each subsequent missed in-person class meeting is considered an unexcused absence.*

Students can request an exemption from using their camera when attending class remotely as part of the Spring Semester Main Campus Agreement in the Student Portal. Instructors will walk students through this agreement on the first day of class. The Health Center will inform the Assistant Provost about any in-person students who are approved to attend remotely for longer than one week. The Assistant Provost will share this information with the appropriate instructors.

## Student Services

All Campus Offices will be staffed during normal business hours to meet in-person or virtually via the Virtual Campus to assist students. This includes:

- **The Health Services Office**
- **Counseling Center**
- **Office of Title IX and Disability Coordinator**
- **Academic Advising**
- **The Center for Academic Success.**
- **Center for Career and Professional Development**
- **International Student Services**
- **Admissions**
- **University Library**
- **The Student Financial Services**
- **The Campus Store.**
- **Technology Support**
- **Transportation (Shuttle Van)**
- **Athletics Department**

**All Students -- First Year, Transfer and Returning students should read the University Student Handbook.** The book is comprised of policies, resources, and information that will serve students from first year until graduation. [Please follow this link to the Handbook](#)

**Residence Halls:** Housing has returned to pre-COVID occupancy rates.

### ***Visitors to Campus:***

Visitor Guest Policy: Residence Halls

- **No outside guest visitors in residence hall rooms. Only vaccinated Post resident and commuter students permitted as guests in the Residence Halls.** Overnight stays are limited to no more than two (2) consecutive nights and no more than three (3) nights in any week

### **Visitors to Administrative Offices or Campus Buildings**

Visitors and guests will be allowed **on campus and in Post Downtown**. Associates expecting a visitor must inform Campus Safety. Associates is responsible for ensuring that visitor wears a mask regardless of vaccination status and follow social distance protocols. Expected visitors must register with Campus Safety at the South Gate. Visitor to Post Downtown must register with Campus Safety at the Front Desk. Vendors from companies who regularly service the campus will be permitted on campus without prior notice or approval. Vendors must register with Campus Safety at the South Gate.

### **Campus Safety**

The Campus Safety Department is continuing its mission to enhance the educational and work experience of students by promoting and providing a safe and secure environment. As we navigate the changing environment that is COVID-19 response, Campus Safety will remain flexible and ready to meet student and University needs as they develop.

Campus Safety remains in contact with the Student Awareness Team and continues to respond to all Student in Distress reports. When necessary, Campus Safety contacts support services in a distressed student's local area to assist in a coordinated response to their needs.

Safety Officers are given training on COVID-19 response issues to include proper use of personal protective equipment and best practices in responding to incidents to not only reduce their possible exposure to an infectious person, but also to reduce the risk of exposure to those in the area. Safety Officers will be able to identify situations where current social distancing guidelines need to be enforced and work with Facilities to ensure hand-sanitizing stations, social distancing barriers, and any other measures installed on campus are maintained. They will also enforce the no-visitor policy and ensure that anyone coming onto the main campus by invitation has (1) permission to visit and (2) fully understands our expectations around personal protective equipment (PPE) and social distancing.

**On Campus Dining: The Dining Hall in the Leever Center** will operate at limited capacity under Tier 1 guidelines (See below). Chartwells, Post University's food service provider, has identified three serving models that progressively restrict service options for prepared meals that are available for pickup and take away, as conditions warrant. The options are:

- Tier 1: All service lines open, but flatware and dinnerware are disposable
- Tier 2: Dining room access is restricted, limited beverage service, flatware and dinnerware are disposable.
- Tier 3: All menu items are pre-packaged and to-go only. To reduce crowds in the cafeteria and support social distancing between teams, student athletes will eat with their team during a defined time block for each meal.

In addition,

- Plexiglass shields will be located at all service and associate interaction points.
- Social distancing guides will be located within the server and dining areas.
- Traffic flow management will focus on one-way, as much as possible.
- All associates will change gloves and wash hands every 15 minutes.
- Stations will be cleaned, and utensils changed every 30 minutes.
- Porters in seating area will clean all high-touch surfaces, chairs, and tables.
- Hand sanitizer will be placed at all entrances.
- Chairs and tables disinfected at the end of each day, or when the dining hall is closed.

**Facilities:** Safety measures put in place across the campus during the Spring 2021 semester will remain in effect.

- Hands-free /automated paper towel and soap dispensers, faucets, and flush mechanisms.
- Plexiglass dividers are in place between communal restroom fixtures
- Directional and procedural signage are located throughout buildings to promote social distancing, and other safety procedures
- Hand sanitizer dispensers are located at entrances and in high traffic areas throughout buildings
- Disinfecting wipes are located throughout buildings in high traffic areas

Post's maintenance partner will fully disinfect buildings on a weekly basis and as needed. Communal restrooms will be cleaned and disinfected four times per day. High touch areas, including handrails, elevator buttons, and doorknobs, will be wiped down and disinfected on a continual basis throughout the day. The Post Facilities department also has the ability to disinfect large areas, including entire floors on an immediate basis, should the need arise.

### **Relationship with Public Health Department and Area Hospitals**

The University is maintaining a standing COVID-19 Response Team comprised of leadership and other vital operations representatives. This team also maintains a close relationship with Waterbury's Emergency Management Team who are tasked with the unified City response to the COVID-19 pandemic. Post maintains this partnership with City leaders to ensure a cohesive and mutually supportive approach to our actions. Post team members are consulting with the following agencies:

- Waterbury's Emergency Operations Management
- Office of the Mayor, Waterbury
- Waterbury Department of Public Health
- Waterbury Hospital
- Saint Mary's Hospital/Trinity Healthcare
- American Medical Response
- Trinity Ambulance Service
- Waterbury Department of Education

### **Athletic Facilities**

#### *Drubner Athletic Center*

Upon entering the Drubner Athletic Center, visitors will view the policies & procedures along with safety instructions for the building. All visitors, including visiting teams, and spectators will be required to be fully vaccinated or have a negative COVID-19 test within 24 hours of entrance to the building; in addition, all individuals must always wear masks while in Drubner. Hand sanitizing stations are available

throughout the building. A Post associate will meet all individuals entering Drubner to check them in and inquire about their vaccination/testing status. All policies and procedures will be posted on our website and all social media outlets. Either police officers or campus security guards will be present at every home contest.

#### *Weight Room*

Capacity in the room will remain the same as it was in the Fall 2021 semester. Student athletes are to maintain social distancing. All weights/equipment will be wiped down and sterilized.

#### *LaMoy Field*

All practices and games on LaMoy Field will be scheduled with interval time between the end of one practice/event and the start of another. All equipment used will be wiped down. We are working through concerns regarding locker use and social distancing in the press box when visiting teams and personnel arrive.

#### *Treating Athletes*

Capacity in the athletic training room will be limited based on CDC and local health official recommendations. All treatment and rehab activities should be scheduled in advance. Each team will have a specific pre-determined prep time before their practice based on their practice schedule. Teams that are practicing or competing on LaMoy Field will conduct their prep time in the annex athletic training rooms in the specific locker room. Teams that use Drubner as their practice and competition site will have prep areas broken out by team. Teams that use other off-site facilities (not under the direction or control of the University) will follow the policies and procedures set out by the individual facility.

Athletic trainers and student athletes will follow the direction of the CDC and local health officials. "Self-serve" items (Band-Aids, antibacterial ointment) will be moved to an area closer to the entrance so we can limit the number of people who access the room without completely shutting off access to these items.

All taping and treatment tables will be sanitized after each use. Equipment used for rehab and treatment will be sanitized after each use and will not be permitted to leave the athletic training area. Department will limit use of (shared) water bottles for practices and games. Cups, when available, will be provided for practices and games. Coolers, towels and hydrocollator pads will be cleaned at the end of each day. All high contact touch surfaces - tape cutters, scissors, and doorknobs - will be sanitized throughout the day and at the end of the day by the last athletic trainer in the athletic training room.