

# **Plans to Reopen Allegheny College**

JULY 7, 2020

ALLEGHENY COLLEGE

**Allegheny College plans to welcome our students, faculty, staff, and administrators back to campus for the Fall 2020 semester. It is our intention to fully reopen for on-campus living and learning accompanied by, and subject to, ongoing guidance from the Pennsylvania Departments of Health and Education, federal agencies, and public health, epidemiological, and medical experts.**

As we return to campus, the College will:

1. Prioritize the health and physical and emotional safety of our campus community, while also recognizing the risks associated with reopening
2. Create meaningful partnerships to protect the health and safety of and ensure the resilience of our local community
3. Maintain our commitment to equity and diversity and to equal access for all students to the academic, social, and wellness resources available at the College
4. Prioritize community engagement, transparency, and open communications
5. Maintain a strong community ethos.

Changes to campus facilities and our day-to-day behaviors will help to reduce the spread of disease on our campus and within the Meadville community. Our understanding of the SARS-CoV-2 virus is evolving, and recommendations related to disease mitigation are ever changing. Our policies and plans for reopening and keeping the campus community safe will be updated as new information becomes available.

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This document will be updated as necessary. Edited language or sections will be notated in footnotes.



# ACHA

## ALLEGHENY COLLEGE HEALTH AGENCY

Circumstances and guidance surrounding COVID-19 remain fluid, and thus we continually need to adapt our expectations and procedures. To guide the College in this complex planning, we have formed the Allegheny College Health Agency (ACHA). The ACHA, co-directed by Professor Becky Dawson and Dr. Gabrielle Morrow, will oversee a comprehensive health-care system on campus that includes testing, contact tracing, and mitigation strategies for our community; the agency will communicate frequently with both the College and Meadville communities.

To create a sustainable culture of safety and health at Allegheny College in the midst of the COVID-19 pandemic, the ACHA will be responsible for:

- 1. Testing the Entire Campus Community**
- 2. Mitigating Disease Transmission on Campus**
- 3. Providing Consistent and Clear Education and Communications**

## 1. Testing the Entire Campus Community

We will be using antigen testing in three ways: as a baseline, for screening, and for diagnosis.

At the start of each semester all faculty, staff, and students will be tested for COVID-19. This **baseline antigen** testing provides evidence that the campus is COVID free at the start of classes. Without antigen testing at the beginning of the semester, a campus-wide outbreak of COVID-19 could occur when we begin living and learning together. This type of testing also provides valuable assurances to the Meadville community.

After the initial baseline testing of the entire community upon arrival, **screening — again using an antigen test** — needs to be conducted periodically throughout the semester to ensure there is no asymptomatic community spread of disease. Screening tests are used to identify an active infection of COVID-19 before an individual becomes symptomatic. Individuals and groups that leave the campus for approved College travel will be tested before returning to campus with possible repeated testing during the semester. This includes sports teams, College admissions counselors, faculty/staff/students who travel to conferences, administrators who are visiting donors, or other members of the Allegheny community who have traveled internationally, domestically to areas under a stay-at-home order,

or on an airplane.

Screening throughout the semester will not be done at random (where all members of the community have the same chance of being selected for a screening test). ACHA will identify cohorts of students, faculty, staff, and administrators who have increased risk of exposure and/or spread of COVID-19 and will be screening more frequently among these groups. For example, ACHA will be screening and paying attention to the health of commuter students and employees who live off campus and residential students living in college residence halls where there is a high student-to-shared-restroom-ratio to ensure that there is no community spread.

**Diagnostic antigen** testing will also be conducted among those who screen positive, are symptomatic, or have been identified as having been exposed to the virus through contact tracing.

At this point in time, we do not plan to conduct **antibody** tests as part of our screening protocol. Antibody testing is used to determine the prevalence of individuals with previous exposure to the SARS-CoV-2 virus. As our knowledge of immunity to the virus increases, antibody test data will serve as an invaluable tool to identify populations at risk of developing disease and those who have been previously exposed and have some level of immunity. At this point in time antibody tests are being used for research purposes only; data collected through an antibody test cannot be used

at an individual level at this point in time.

## 2. Mitigating Disease Transmission on Campus

Mitigation strategies to reduce transmission of the SARS-CoV-2 virus through physical distancing, face coverings, ventilation, reducing the amount of “shared air” between individuals and groups, and reorganizing the campus environment will be used across campus. The health of the community is built on the health of each community member. A new community contract will be in place and all community members will be required to adhere to it, much like our Honor Code and Code of Conduct. We will work together to create a culture of health and safety across campus.

As we work to decrease transmission of the SARS-CoV-2 virus on campus, we will be focused on mitigating the spread of the SARS-CoV-2 virus in our shared air as well as cleaning and disinfecting the campus. At this point in time, the infectious dose — the amount/number of viral particles that must be absorbed into one’s body in order to cause an infection — is unknown. What we do know is the SARS-CoV-2 virus is spread through the air. Words such as droplets and aerosols are often used to describe this spread, and the definitions of these terms are often used interchangeably and differently depending on the context. What is known is that

when an infectious individual speaks, sings, yells, coughs, or sneezes, viral particles are released into the air. Without proper face covering use (which inhibits particles from being released into the air), these particles have the potential to suspend in the air for up to 15 minutes; however, most fall to the floor within a few feet of the individual who emitted the particles (without a face covering). It is important to note that we do not yet know if particles containing the SARS-CoV-2 virus can remain viable and capable of spreading disease after any amount of time.

The decision to require all members of the Allegheny community to wear face coverings (see below) will reduce the number of particles released into the shared air. We know the closer we are to one another and the more time spent together will increase the likelihood of disease spread from one person to another. Given all of the unknowns, Allegheny College will be using a combination of mitigation strategies to decrease the spread of COVID-19 through the air, in addition to increasing the amount of cleaning and disinfecting surfaces across campus. Our approach to reducing the spread of disease through the air will be framed by a three-zone perspective: (1) infectious; (2) community; and (3) public.

**The infectious zone** is defined by our close friendships and relationships. These are the people in each of our lives who live so intimately with us that we cannot create any physical distance between us. Individuals

in one's infectious zone share all of one's air; we spend considerable time within 1-2 feet of each other. Think of your infectious zone as being a partner/spouse, a roommate, children, or elderly parents with whom we live and for whom we care, or if you are a residential college student, people with whom you share a bathroom or kitchen. The infectious zone is the area in which COVID-19 is most likely to spread. Individuals who live intimately with each other do not adhere to physical distancing requirements and also spend time together without face coverings. Additionally, they spend enough time together (more than 15 minutes together without physical distancing and face coverings) to easily spread disease.

**ACHA advises students and employees to keep the number of individuals you allow into your infectious zone as small and consistent as possible to decrease the spread of disease.**

**The community zone** is defined as our social circles. These are the groups of people we interact with socially individually or through a group activity, such as sports, theatre groups, music ensembles, book clubs, a meal or drink at a local establishment, dinner parties in private homes, or BBQs. Individuals who enter our community zone are not in our infectious zone (that intimate space 1-2 feet from us), but they

are not quite 6 feet away (proper physical distancing) and may not be able to use face coverings based on the shared activity. We tend to take increased risks within our community zone, such as eating together, touching each other, or sharing communal items. Our community zone takes into account both proximity (how much space between us and others) and our behaviors in a space of shared air. The community zone for a choir will be different from a library book club, for we know that singing sprays droplets farther than whispering in a library.

As communities think about coming back together in a COVID world, they need to be focused on the amount of "shared air" and physical distancing that are needed to decrease the spread of COVID-19 from one person to another, as well as how to avoid activities that would allow the community to cross the boundary into the infectious zone. To decrease the spread of COVID, we need to establish our community zones by prioritizing the social circles/groups we want to be a part of. Our choice of social circles needs to be a bit more deliberate and thoughtfully created than under "normal" circumstances. Of paramount importance is the safety of the entire social group and decreasing the spread of disease.

**ACHA advises students and employees that stewardship of our community zone is rooted in a simple**

**reality: if there is an outbreak of COVID within the community, all participants are likely to be quarantined, even if they are not sick.**

The **public zone** is defined as the world beyond the 6-foot range of most large, infectious droplets. People in our public zone are those who are physically distanced from us at the grocery store, in the classroom, or at the public library, for instance. We come in contact with these individuals in passing or through a shared experience (sitting in a class or late-night studying in the library), but we do not let these people into our community or infectious zones.

**ACHA advises students and employees to follow all rules for virus mitigation — cover your face, keep your physical distance from others, don't touch your face, and frequently wash your hands.**

Each of us is more likely to contract COVID from someone who has entered our infectious zone. Individually we can each make choices to control who can enter that space. We also have control over our behaviors in our public zone. Remember — the majority of disease spread will occur through viral particles in the air. **If we all cover our faces, keep our hands off of our faces, and wash our hands often, the risk of disease spread decreases.**

Collective effort is needed to define and mitigate spread of disease in our community zone, those spaces that are not quite 6 feet apart and where we might be engaged in behaviors that are known to increase transmission of disease — eating, singing, playing contact sports, or sharing a locker room or rehearsal space. Allegheny College is working to ensure that the **public zone** is safe — physical distancing, mandating face coverings, engineering and foot traffic changes, and increasing cleaning and disinfecting of high-touch points across campus. Allegheny College is making every effort possible to provide classroom experiences that meet the standards of the public zone. Current guidelines from state and federal public health agencies state that when 6 feet of physical distance cannot be maintained, face coverings should be used. As will be explained below, Allegheny College will continue to require that face coverings be used by all members of our community when we are together on campus.

As we move toward reopening in the fall, we will be focusing the most attention on the **community zone**, since it is within this zone that rates of disease spread vary and all the activities we want to return to exist. Within the community zone, individual and group behaviors need to be assessed and evaluated to determine how much space and what types of physical distancing are needed to ensure safety and decrease the spread of disease.

Our risk of contracting COVID-19 is highest within our

**infectious zone** and lowest in our **public zone**, assuming strategies to mitigate disease spread are used by all members of our community. Collective work is needed to reduce the spread of disease in our **community zones**. A combination of individual action and collective/structural changes will be needed. The 12 AEC-led operations groups are working through all of the details needed to control the spread of disease within each of these three zones.

### **3. Providing Consistent and Clear Education and Communications**

Our communication strategy will aim to address the concerns and needs of three specific audiences:

1. Students and parents
2. Campus employees
3. Broader community that is home to the College

Outlining and communicating our specific plan for creating and maintaining a culture of health and safety on campus during the COVID-19 pandemic is a priority. Details of our plan are included here. We will use emails to the campus community as well as social media, the College website, and the ALERTAllegheny system, as appropriate, to keep our communities up to date and informed.

# Phased Reopening of Campus

See page 20 for a detailed description of each phase.

Starting July 1, the College will begin a staggered employee return to campus. We will continue our phased reopening through student move-in in August. Throughout the semester, ACHA will continue to monitor the health of our community. We are moving through **five phases** of reopening based on the health of both the campus and local community. Note that the term “campus quarantine” is used in the description of these phases. Campus quarantine is defined as a restriction of College-sponsored

travel and encouragement that students remain on campus. This differs from individual/self-quarantine during which individuals stay at home or in a College-designated space for a period of 14 days after a potential exposure to COVID-19.

During campus quarantine, we are attempting to limit travel off campus, but students and employees will move about campus for classes and other activities, following College guidelines. The campus quarantine period will

last at least 14 days. Throughout this time, ACHA will be conducting additional COVID-19 screening tests among the campus community. The goal of this 14-day period is to ensure that cases of COVID-19 were not missed (resulting in community spread of COVID-19) during the move-in screening process. To clarify, this differs from individual/self-quarantine, during which a student or employee will remain at home (i.e., taking classes or working remotely).



Allegheny Phase	Dates	Description
Red	March 13–June 30	The College remains closed for non-essential personnel.
Orange	July 1–August 14	The College will reopen to employees, who will return to work on a staggered schedule. Telework for employees will be allowed for those who can do so. Students will not be allowed on campus.
Yellow	August 15–31	Welcome back students and classes begin on August 31. The entire campus community will be screened for COVID-19 before August 31. After move-in is complete and screening shows that there is no active spread of COVID-19 on campus, we will transition into the blue phase. During the yellow phase, we will be in a campus quarantine period, with restriction on College-sponsored travel and encouragement that students remain on campus.
Blue	September 1–13	Campus quarantine period  We will restrict all College-sponsored travel and encourage students to remain on campus for a period of 14 days (September 1–14). During this 14-day period, we will be conducting COVID screening tests among 25% of the campus each week to ensure that there is no asymptomatic community spread of disease on our campus. Detailed plans about our screening procedures are forthcoming.
Green	After the 14-day campus quarantine period is complete and we can demonstrate that there is no community spread on campus  Goal: September 14	We will continue to screen campus community members for COVID-19. During this phase, College-sponsored travel will be permitted, given that other mitigation protocols are met. Students will be permitted to travel into Meadville for short trips, given that physical distancing and face covering requirements are met. We will be encouraging students to remain on campus as much as possible. Daily health screens will be conducted.

See page 20 for a detailed description of each phase.

# Guidelines for Students and Employees

All members of the Allegheny community (students, faculty, staff, and administrators) are REQUIRED to comply with the policies, protocols, and guidelines detailed below.

As repopulation of the campus begins on July 1, we ask that all members of the Allegheny community adhere to the following:

## 1. Daily health screening

As we work to implement a system to monitor employee/student daily health, we ask employees returning to campus to self-monitor by asking themselves the following questions:

→ In the past 24 hours have you experienced any of the symptoms of COVID-19? Symptoms include:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Repeated shaking with chills
- Runny nose or new sinus congestion
- Muscle pain
- Headache
- Sore throat
- Fatigue
- New GI symptoms

→ In the past 24 hours have you been in direct contact with an individual who has been diagnosed with COVID-19? Direct contact means spending more than 15 minutes with a person who is closer than 6 feet away from you.

→ Have you traveled internationally or domestically to an area under stay-at-home orders in the past 14 days?

**If you answered yes to any of the above questions, then please remain off campus and contact your direct supervisor.**

You do not need to report to your supervisor any specific health or personal information; you can simply confirm with your supervisor that you answered yes to one of the questions on the daily health check. Please then follow up with Jennifer Mangus, director of human resources, for next steps ([jmangus@allegheny.edu](mailto:jmangus@allegheny.edu)).

### What to expect:

If an employee reports symptoms of COVID-19, they should stay home for at least 72 hours **after**

**symptoms are gone.** If they seek medical care and have a note that says they can return to work sooner, the doctor's note will be honored. If an employee has been in contact with a case of COVID-19, they need to quarantine for 14 days **or** provide evidence of a negative COVID-19 test (a *diagnostic* test). While the College will be conducting screening tests at the beginning and throughout the semester on campus, diagnostic testing will need to be arranged by the individual employee through the Meadville Medical Center or a primary care provider. In order to safely return to campus following exposure to an individual who has tested positive for COVID-19, individuals must have a negative antigen test for the SARS-CoV-2 virus; a negative antibody test result will not be honored for return-to-campus purposes.

If a student reports symptoms of COVID-19, they will be contacted by the ACHA and care will be coordinated by staff at the Winslow Health Center. If a student has been in contact with a case of COVID-19, they need to quarantine for 14 days or provide evidence of a nega-

tive COVID-19 test (a *diagnostic* test). While the College will be conducting screening tests at the beginning and throughout the semester on campus, diagnostic testing will need to be arranged through the Winslow Health Center. In order to safely return to campus following exposure to an individual who has tested positive for COVID-19, individuals must have a negative antigen test for the SARS-CoV-2 virus; a negative antibody test result will not be honored for return to campus purposes. If they receive written permission to return to campus, they can return to classes sooner; the doctor's note will be honored.

We are encouraging anyone who has traveled internationally or to a "red" area of the U.S. (under a stay-at-home order) to contact the Allegheny College Health Agency ([healthagency@allegheny.edu](mailto:healthagency@allegheny.edu) or [rdawson@allegheny.edu](mailto:rdawson@allegheny.edu)), who will work with them on steps for their return to campus, depending on where they have traveled.

Beginning August 1, all members of the campus community will be required to complete

a daily health monitoring survey (through an app) to allow us to mitigate transmission of COVID-19 and enhance the possibility of keeping our community safe. Data collected through the daily health screen will be kept strictly confidential as protected health information. We are working with a national healthcare firm to create the daily health screen and ensure data is kept secure and private. All information collected through the app will be used for the purposes of ensuring community health. Data will be covered by HIPAA and secured to meet HIPAA standards. As we unveil the app, detailed information regarding the company and data security will be made available.

**Individuals with COVID-19 symptoms will receive instructions regarding testing and isolation while ill. Guidelines regarding a return to campus post-illness/symptoms will be provided in the coming weeks.**

According to the Centers for Disease Control and Prevention (CDC), individuals with certain conditions may have a higher risk for developing severe symptoms associated with COVID-19. These conditions include:

- Older adults (age 65 years or older)
- HIV+
- Asthma (moderate to severe)
- Chronic lung disease
- Diabetes
- Serious heart conditions
- Chronic kidney disease being treated with dialysis
- Severe obesity
- Being immunocompromised

Allegheny College has a process in place for protecting the health and confidentiality of our employees. If an employee has a personal or household health concern regarding returning to campus for the academic year in the midst of the pandemic, they should please reach out as soon as possible directly to Jennifer Mangus, director of human resources, at [jmangus@allegheny.edu](mailto:jmangus@allegheny.edu). Employees who have any of the above

pre-existing conditions or other extenuating circumstances that may place them at higher risk for severe complications associated with COVID-19 will need to work with Human Resources if they would like to work/teach remotely throughout the pandemic.

If an employee is a caregiver for an individual who is at high risk for severe complications of COVID-19, they should also be in touch with Human Resources. Employees who are nervous about returning to campus given the gravity of the pandemic — increasing prevalence of disease and infectiousness of the virus — should talk with their supervisor. Additionally, ACHA is available to consult with individual members of the Allegheny College community to discuss disease risk, infectivity, infectiousness, and ways to mitigate the spread of the SARS-CoV-2 virus.

## 2. Physical Distancing

As a community, we will strive to maintain physical distancing throughout campus. Our goal is to keep at least 6 feet of space between individuals whenever feasible. Data from the Centers for Disease Control and Prevention, the Pennsylvania Department of Health, and the leading schools of public health (John Hopkins University and the University of Minnesota, among others) state

that 6 feet of physical distance is needed to prevent the spread of COVID-19, especially if face coverings are not being worn (see below regarding Allegheny College’s face covering policy). If workspaces cannot accommodate this spacing, then alternative solutions will be sought (e.g., alternate work days on campus, alternative work locations). We are also asking that individuals avoid congregating in or around common areas. Only one individual should occupy an elevator at a time.

**While Crawford County is in the “green phase,” all campus events or gatherings with greater than 250 people should be canceled. Additionally, all events need to be organized in such a way that physical distancing and face covering requirements are met.**

Modifications should be made around campus to support and encourage physical distancing. These modifications include (but are not limited to):

- Installation of physical barriers, such as plexiglass sneeze guards and partitions in areas where it is difficult to maintain 6 feet of separation
- Modification of classroom seating to maintain 6 feet

of separation and ensure that larger classes are in larger spaces (this will mean changes in assigned classrooms and using spaces that may not have traditionally been used for classes)

- Placing signage and other engineering control measures to remind individuals of physical distancing requirements
- Providing physical guides such as tape on floors or signs on walls to ensure that individuals maintain six feet of distance
- Educating the Allegheny community
- Applying these principles to sports practices and sporting events as well as other close-contact activities, such as theatre or music ensembles in order to reduce the risk of disease spread among participants.

As a community, we are committed to maintaining physical distance and creating a large “public zone” on campus. As humans, we are relational beings, and we need one another now more than ever. This pandemic does not require us to cut social ties or decrease social interactions. As we come back together on campus, our physical environment and individual behaviors will need to change; however, our commitment to a residential liberal arts educational experience has not.

We will seek to support social interactions with each other while maintaining the physical space that is required to decrease disease spread.

### 3. Face Coverings

All employees and students must wear face coverings when on campus in the presence of others and in public settings (on and off campus), especially when 6 feet of physical distancing cannot be maintained. **Appropriate use of face coverings is essential to decrease the spread of disease.** COVID-19 is spread primarily through the air. When an individual speaks, sings, sneezes, or coughs, droplets are released and are capable of spreading the disease. Additionally, COVID-19 can be spread by individuals who are either **asymptomatic**, meaning they do not have any symptoms of disease, or **presymptomatic**, meaning not yet showing symptoms of disease but will soon. In all cases, a face covering blocks the infectious droplets from reaching another person. That is why we must adhere to the saying: “My face covering protects you; your face covering protects me.”

I wear my face covering so that I am not sharing my virus (whether I am aware of it or not) with others. You wear your face covering so that you are not sharing your viral particles with me. Face coverings are only effective if we all

participate — we must be aware of the fact that we can be exposed to COVID without knowing it and that we can share this virus with others regardless of whether we feel sick or not.

**Face coverings must be worn by students and faculty in all classes.**

A student will not be allowed to participate in a class without a proper face covering. Enforcement of the face covering requirement will be documented in the new Code of Conduct each student and family will sign before the beginning of the semester. The Dean of Students Office will coordinate enforcement and disciplinary actions. We hope that the community as a whole will come together and encourage one another to wear face coverings throughout the academic year to decrease the spread of COVID-19.





Allegheny College will provide students and staff with two reusable face coverings. Members of the community are also welcome to wear scarves, balaclavas, or other coverings that shield the individual’s nose and mouth. Cloth face coverings can be worn for a day and then should be laundered before they are worn again. Having multiple face coverings will reduce the need for daily laundering. **Individuals who are in the high-risk categories listed above are encouraged by the**

**Centers for Disease Control and Prevention to wear a disposable surgical face covering to reduce their exposure to the virus, not merely to prevent the spread of disease.** Surgical masks will not be made available to employees or students. They can be purchased online ([https://www.amazon.com/s?k=surgical+masks+disposable&crd=96794TA-AOE3F&prefix=surgic%-2Caps%2C234&ref=nb\\_sb\\_ss\\_i\\_1\\_6](https://www.amazon.com/s?k=surgical+masks+disposable&crd=96794TA-AOE3F&prefix=surgic%-2Caps%2C234&ref=nb_sb_ss_i_1_6)).

Instructions for making your own reusable cloth face covering can be found on the CDC website (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html>).

**Before putting on a face covering, it is important to first wash your hands or use hand sanitizer. Once the face covering is placed over the nose and underneath the chin, avoid touching the front of the face covering. When taking the face covering off, do not touch your eyes, nose, or mouth. As soon as the face covering is removed, wash your hands.**

When a face covering is not in use, it should be stored in a paper bag. Reusable face coverings should be washed daily (or

Details About Face Covering Use and Care				
Type	Cloth Face Covering 	Disposable Mask 	Surgical Mask 	N95 Respirator 
Description	Face coverings that are washable and help contain the wearer's droplets. It is recommended that these face coverings fit snugly over one's nose and mouth. These masks are not designed to protect the wearer from large droplets.	These masks are disposable and can only be worn once. They are not washable. Like cotton reusable masks, these masks help contain the wearer's droplets. It is recommended that these face coverings fit snugly over one's nose and mouth.	FDA-approved masks that protect the wearer from large droplets; these masks also contain the wearer's droplets to prevent disease spread.	Provides protection from airborne droplets or aerosols; also contains the wearer's droplets to prevent disease spread.
Use	Required while on campus in the presence of others and in public settings. Allegheny College recommends that members of the community use reusable face coverings. Two reusable masks will be made available to each member of the community.		These masks should be used by healthcare providers or individuals who are in high risk categories for COVID-19.	These should be reserved for healthcare professionals or others who need the protection. N95s provide for occupational purposes. Allegheny College does not want community members wearing N95s on a daily basis to decrease the spread of COVID-19.



after a full day of use). Reusable face coverings can be washed and dried using a regular cleaning cycle in a washing machine. Cloth face coverings that are soiled, damaged/ripped, or visibly contaminated should be replaced. Disposable face coverings cannot be used for more than one day.

**Note on face shields:** at this point in time, evidence indicates that face shields do NOT capture one's viral particles. They are not effective at decreasing disease transmission and cannot serve as a substitute for a face covering/mask. If individuals want to wear a face shield in addition to a face covering, ACHA is fully supportive and will work to find affordable and effective shields.

**Current guidance is that a face covering must be worn. Recommendations may change throughout the summer. ACHA will be monitoring the research and conversation regarding face shields and will be updating the community.**

The advantages of the face shield are many, especially in a classroom setting where seeing the instructor's face is helpful for learning. However, right now evidence indicates that face shields are only effective to protect the eyes of the wearer (from viral particles of an infected person). They do not keep viral particles in — so the wearer is not protecting those

around them. ACHA is working with the Operations Groups on sourcing safe face coverings that allow for viewing the speaker's mouth.

#### 4. Frequent Handwashing

All members of the community should wash their hands frequently throughout the day.

Individuals should wash their hands with soap and water for at least 20 seconds.

**No special soap is needed to wash away the SARS-CoV-2 virus.**

Proper washing technique and the amount of time spent washing are most important. Please remember that antibacterial soap is not needed.

When soap and water are not readily available, hand sanitizer (at least 60% alcohol) should be used. Hand sanitizer will be available throughout campus. While we want to emphasize the importance and significant impact handwashing can have on decreasing the spread of the virus, hand sanitizer is an appropriate alternative to maintaining good personal hygiene when soap and water is not readily available.

In addition to frequent handwashing or use of hand sanitizer, members of the Allegheny College community should be

mindful of not touching their eyes, nose, or mouth with their hands. The American College of Ophthalmologists is recommending that contact lens wearers refrain from wearing their contacts during the pandemic; wearing glasses will decrease the number of times each day that an individual touches their eyes — thus decreasing the likelihood of exposure to the SARS-CoV-2 virus through one's eyes.

#### 5. Frequent cleaning and maintaining a healthy campus environment

In collaboration with staff from St. Moritz, we will be undertaking frequent cleaning and disinfecting of often-touched surfaces, including door handles, sink handles, drinking fountains, hand railings, bathroom stalls, and dining tables. Cleaning will take place at least daily or more frequently, as needed. The St. Moritz staff will be assigned to specific zones of campus. This will limit their number of contacts across campus as well as decrease the likelihood that they will spread the disease while moving from place to place across campus.

We encourage students and employees to get to know the St. Moritz staff assigned to their residence halls or office buildings. We can work together to keep our spaces clean as well as build relationships with each other.

Use of shared objects in classes and labs should be limited as much as possible or cleaned between uses. The entire community will need to participate in cleaning and disinfecting shared spaces.

**Students and instructors will be asked to wipe down tables/desks before or after classes.**

Departments or programs in which individuals need to use shared equipment that comes in close contact with individuals' eyes, noses, or mouths (e.g., microscopes in a lab, cameras, tablets, computers, etc.) should work with the ACHA in order to develop plans to decrease sharing of those items or a cleaning protocol that can be followed by students in the class (department or program chairs or a designee should be the point of contact with ACHA). To facilitate this, department or program chairs, in collaboration with the provost, will be asked to populate a Google Sheet with their shared equipment needs. Plans and protocols for shared items will be in place and ready to share with students by the first day of classes.

As a community, we seek to minimize the sharing of high-touch materials such as supplies, lab equipment, pens, computers, and cell phones. When in class, students should be assigned to their own equipment or provided with materials to clean shared equipment between uses, follow-

ing the protocols developed by the department/program with ACHA. Never before has the need been greater for students to keep cell phones clean. Cell phones are one of the dirtiest items we own and can easily be a conduit to disease spread. ACHA will provide instructions for cleaning protocols of cell phones and laptop computers.

Computer labs, with shared workstations, are being taken offline to the greatest extent possible during the pandemic.

In common study areas, such as Pelletier, students will be encouraged to clean their workstations/tables before sitting down to study. Cleaning supplies and protocols will be available in spaces used by students for studying.

## 6. Dining Services

In coordination with Parkhurst, dining services at Allegheny College have been reimagined and redesigned to decrease disease spread and to protect students and employees in our dining halls.

**All meals will be served through takeaway service during the Allegheny College red, orange, yellow, and blue phases. Not until we move to the campus "green phase" will students be able to eat-in at Brooks Dining Hall or McKinley's.**

Disposable/compostable food service items (e.g., utensils and dishes) should be used where possible. Where disposable items cannot be used, the reusable items should be handled by dining service staff with gloves and washed in hot water/dishwasher. Dining hall staff should wash their hands before removing gloves or directly after handling used food service items.

All of the self-service options at Brooks will be eliminated; plated meals will be served and buffets will be discontinued. Meals at McKinley's will be available through a new online ordering system throughout the 2020–21 academic year. Both dining halls will extend their hours of operation and rearrange seating to encourage physical distancing. Additionally, both dining halls will monitor traffic flows throughout the facilities to decrease crowding. Physical barriers, such as plexiglass sneeze guards and partitions, are recommended in areas where it is difficult to maintain physical distance.

## 7. Travel

Until we move into the "green phase," there will be no College-sponsored travel allowed for students. Athletic teams cannot travel to competition, and students will be strongly encouraged to remain on campus throughout the quarantine period. During the campus quarantine period (blue phase), College employees



will be asked to limit their travel to other communities in a “green phase” (i.e. not under stay-at-home orders). Employees will be allowed to travel domestically as long as they do not travel to a destination with a stay-at-home order. If employees travel internationally, they may be required to quarantine for 14 days before returning to work on campus; as noted above, they should contact ACHA for guidance about returning to campus.

**Employees who travel often as part of their job are encouraged to do so with precautions. Prior to traveling, employees should check travel warnings and follow recommendations from the CDC (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-in-the-us.html>).**

Employees who live outside of Crawford County will be prohibited to travel to/from campus **if and only if their county of residence or Crawford County returns to the “red phase” or is placed under stay-at-home orders. Otherwise they will be permitted to travel to/from campus and their home.** Employees who are prohibited to travel to/from campus should work with their supervisor for remote work alternatives.

Once the College has entered its own “green phase,” students will

be encouraged to stay on campus and use carry-out and delivery services available through local restaurants. If students need to make trips off campus, they will be expected to adhere to the College’s guidance related to physical distancing and face coverings.

College-sponsored travel during the “green phase” needs to prioritize physical distancing on buses or in vans. ACHA recommends students traveling by bus have their own seats and that the capacity of vans be decreased by at least 50 percent. For example, only seven individuals would travel in a 15-person van and should spread out uniformly in the seating. During all travel, face coverings must be used, and where possible, windows should be opened to increase the flow of fresh air in the vehicle.

Details about cleaning and disinfecting College vehicles will be forthcoming, along with detailed plans for checking out vehicles and documenting who is riding in each.

Student travel should not include hotel or overnight stays. Student travel by airplane should be discussed with ACHA.

Eat-in restaurants should be avoided; takeout options should be prioritized.

Hand sanitizer should be available to everyone traveling and used before meals and after touching common surfaces (handles, seatbelts, etc).

If Allegheny would return to the blue/campus quarantine phase or if Crawford County would move back to the “yellow phase,” all College-sponsored travel would be suspended.

Given the phased reopening plans, no field-based parts of a course should be planned until after September 15 (when we enter the campus green phase). Faculty should be prepared that at any time the plan for field-based activity might need to change. Also, field trips/projects should not take place in areas that are under stay-at-home orders.

## **8. Community-based Research, Internship, Class Project, and Volunteer Experiences**

In an effort to protect both the Allegheny and Meadville communities in the midst of the pandemic, all embedded opportunities — such as internships, research assistantships, class projects, and volunteer positions — sponsored by the College will have to be completed remotely until a safe vaccine is available widely. No student completing College-sponsored work (whether for work study, scholarship, or academic credit) will be allowed to work physically off campus. This includes work-study positions off campus, Bonner and Davies opportunities, as well as departmental internships and

research assistant positions. Our goal is to encourage students to stay on campus and decrease the spread of the SARS-CoV-2 virus throughout the Meadville community.

Outdoor Service Saturday projects will be allowed, given that both the College and Crawford County are in the green phases, community partners are supportive of the work, physical distancing can be maintained, and face coverings are used by both Allegheny students, faculty, and staff as well as community partners.

Students will not be allowed to work at either the Meadville Children's Center or the Meadville Co-Op Preschool. Allegheny College is facilitating the creation of a separate exit/entrance into the Odd Fellows Building for families using the facilities, limiting the spaces on campus the two centers can use, and requiring the two centers to meet federal and state guidelines for childcare centers.

## 9. Visitors to Campus

Given that COVID-19 is easily transmitted from person-to-person and that our goal for this academic year is to provide a safe, residential liberal arts educational experience for our students, the number of visitors to campus should be limited.

**ACHA recommends that the number of visitors allowed on campus be limited to those who are necessary.**

This includes prospective students and their families as well as searches for faculty or other administrative positions. Prospective students visiting campus should be limited to at most two adults visiting the campus with the prospective student. Candidates interviewing for positions at the College will not be allowed to bring partners or children to the campus interview. As a campus community, our goal is to limit the number of visitors to campus to the lowest number possible. Individuals who would normally come to campus for curricular activities, such as guest speakers, or co-curricular activities, such as recruiters associated with Career Education, should be encouraged to coordinate virtual speaking and recruiting activities.

Approved visitors will be allowed on campus, given they adhere to the policies described below, during the orange, yellow, and green phases. During the blue phase (the 14-day campus quarantine) no visitors will be allowed on campus to provide ACHA time to screen the campus and ensure that there is no community spread of COVID-19.

Visitors to campus must register before arriving on campus and will be required to complete the daily health screen, just like mem-

bers of the campus community.

If a visitor has a symptom of COVID-19, exposure to a confirmed case, or recent international travel, they will not be allowed to visit campus until they have completed a 14-day quarantine.

Athletics recruits visiting campus must register through the Admissions Office to ensure that prospective students and their families receive proper registration materials. ACHA will be responsible for collecting and protecting health screening data from visitors to campus. Once a visitor has completed the health screen and is cleared to come to campus, the Admissions Office and appropriate coaches will escort them on campus during their visit.

When athletics teams have competition schedules for the 2020–21 academic year, plans will be put in place by ACHA to monitor the health status of visiting teams as well as to limit the time and exposure these teams have to our campus and community members. Visiting teams will be required to complete the daily health screen, be subject to temperature screenings, and have limited use of the campus facilities. Decisions will be made on a sport-by-sport/facility-by-facility basis.

**All visitors to campus will be required to adhere to the health and safety protocols in place.**

Face coverings must be worn by all visitors, especially when they are touring around campus or meeting with members of the Allegheny College community. All meetings should be conducted with 6 feet of physical distance between individuals. Families visiting campus do not need to maintain 6 feet of physical distance from one another. Tours — those given by Gator Guides and coaches — will be restricted to specific areas of the College campus. ACHA will coordinate to clearly define tour routes and to provide specific language about Allegheny's efforts to decrease the spread of COVID-19 on our campus. Meetings between admissions counselors/coaches and prospective students should take place in spaces with plenty of physical space and adequate air circulation (note: most office spaces are not large enough to safely hold meetings with prospective students. We should seek to use conference rooms, common areas, such as the Campus Center, or outside benches/tables for all meetings with individuals who have not been tested for COVID-19).

**No overnight visitors will be allowed in College residence halls.**

Parents/family members who come to campus to visit or pick up their students will not be allowed to enter the residence halls.

Should the College move from

the Allegheny-green phase back into Allegheny-blue or yellow, the visitor policy will need to be renegotiated, including for admissions and athletics.

To prevent community members from using the Allegheny facilities, it is recommended that: Pelletier Library be accessible by key card only; Grounds for Change coffee house be closed for the academic year; signs be posted on all campus buildings that the facilities are for Allegheny community member use only; the Wise Center not allow community memberships; and the Meadville Children's Center and Meadville Cooperative preschool have their own entrance/exit to the Odd Fellows Building and that children at both facilities be prohibited from using any of the Allegheny facilities.

# DETAILED Phased Reopening of Campus

	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
Dates	March 13–June 30, 2020	July 1–August 14	August 15–31	August 31–	14 days later with no COVID+ test following the last day of testing (before classes begin)
Overview of Phase	College is closed. We are housing only students who have been approved to live on campus. Telework is required. All buildings are closed.	College opening to employees. Telework for those who can is allowed. Students are not allowed on campus.	Campus move-in/quarantine period. We will restrict College-sponsored travel and encourage students to remain on campus. Classes begin on August 31.	Campus quarantine period. We will restrict College-sponsored travel and encourage students to remain on campus for a period of 14 days. During this 14-day period, we will be conducting COVID screening tests to ensure that there is no asymptomatic community spread of disease among our campus.	We will continue to screen campus community members for COVID-19. During this phase, College-sponsored travel will be permitted, given that other mitigation protocols are met. Students will be permitted to travel into Meadville for short trips, given that physical distancing and face covering requirements are met.
Governor’s Orders	Green beginning May 29	TBD	TBD	TBD	TBD
Trigger(s) for moving to next phase			All students have been tested for COVID and allowed to move into residence halls; all staff have been tested.	No evidence of community spread of COVID-19 within the campus community	
Trigger(s) for moving back to a more restrictive phase				Extensive community spread of COVID-19 within our campus community to the point where the capacity of ACHA, the Meadville Medical Center, or both are maxed out and we can no longer ensure the health and safety of the campus community or Meadville community	Identification of community spread of COVID on campus

	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
<b>Disease Prevention &amp; Treatment</b>					
Required physical distancing		6 feet of distance between individuals where feasible	6 feet of distance between individuals where feasible; buildings have one-way direction	6 feet of distance between individuals where feasible; buildings have one-way direction	14 days later with no COVID+ test following the last day of testing (before classes begin)
Required PPE		Face coverings at all times by everyone — recommendation: reusable cloth masks. Under no circumstances should we be using N95s or other surgical masks unless we are caring for an ill student (Public Safety & Winslow Health staff only).	Face coverings at all times by everyone — recommendation: reusable cloth masks. Under no circumstances should we be using N95s or other surgical masks unless we are caring for an ill student (Public Safety & Winslow Health staff only).	Face coverings at all times by everyone — recommendation: reusable cloth masks. Under no circumstances should we be using N95s or other surgical masks unless we are caring for an ill student (Public Safety & Winslow Health staff only).	Face coverings at all times by everyone — recommendation: reusable cloth masks. Under no circumstances should we be using N95s or other surgical masks unless we are caring for an ill student (Public Safety & Winslow Health staff only).
Availability of PPE			Need gloves, masks, gowns, and face shields to test students and isolate/check in on individuals who need to be isolated	Need gloves, masks, gowns, and face shields to test students and isolate/check in on individuals who need to be isolated	Need gloves, masks, gowns, and face shields to test students and isolate/check in on individuals who need to be isolated
Use of the Loop/CATA		Not allowed	Not allowed	Not allowed	Allowed with physical distancing and face coverings
Indoor recreation (use of Wise Center)		Closed	Limited use with physical distancing by Allegheny employees and students only. Frequent use of hand sanitizer (between use of equipment). Locker room use is prohibited. Face coverings must be worn during all activities.	Limited use with physical distancing by Allegheny employees and students only. Frequent use of hand sanitizer (between use of equipment). Locker room use is prohibited. Face coverings must be worn during all activities.	Limited use with physical distancing by Allegheny employees and students only. Frequent use of hand sanitizer (between use of equipment). Locker room use is prohibited. Face coverings must be worn during all activities.

	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
<b>Disease Prevention &amp; Treatment, cont.</b>					
Campus restrictions		Limited use of campus by employees only.	Students move into rooms; no one is allowed to leave campus, and we will encourage students to limit intimate/social contact to quaranTEAM. Classes will resume with mandatory face coverings by all students and employees.	No one is allowed to leave campus, and we will encourage students to limit intimate/social contact to quaranTEAM. Classes will resume with mandatory face coverings by all students and employees.	Open up Pelletier and Campus Center rooms for physically distanced meetings/gatherings (assuming other rules are obeyed). Additionally, Brooks and McKinley's will open for limited eat-in dining.
Meadville travel restrictions		None for employees	Students will be encouraged to stay on campus. Need to use grocery and pharmacy delivery services or curbside pickup; delivery from local restaurants. Allegheny should plan on campus events that will increase community building with physical distancing.	Students will be encouraged to stay on campus. Need to use grocery and pharmacy delivery services or curbside pickup; delivery from local restaurants. Allegheny should plan on campus events that will increase community building with physical distancing.	Travel in "green" areas will be allowed. Everyone must obey rules: (1) physical distancing of 6 feet; (2) face coverings must be worn; and (3) good hand hygiene. Our recommendation should be that individuals continue to use takeout service for restaurants, spend time outside, avoid crowded events (especially those occurring inside), and limit intimate and social contact to their quaranTEAM.
Meal service		Meals served to students	Takeout preferred, but students can make reservations with their quaranTEAM (physical distancing between quaranTEAMS will be required); all students need to use the dining halls. Community kitchens in residence halls are limited to quaranTEAM use only.	Take out preferred, but students can make reservations with their quaranTEAM (physical distancing between quaranTEAMS will be required); all students need to use the dining halls. Community kitchens in residence halls are limited to quaranTEAM use only.	Dining halls can open for sit down service – must be staggered and controlled. Individuals NOT living together (part of a quaranTEAM) must sit at least 6 feet apart; takeout options continue to be available.
Number of people allowed at gatherings (non-class) ** will depend on Governor's Phase		< 250 employees	< 250 students and/or employees gathering at one place and time	< 250 students and/or employees gathering at one place and time	< 250 students and/or employees gathering at one place and time
Who is allowed on campus?		Employees only	Employees and students only	Employees and students only	Registered visitors allowed

	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
<b>Testing &amp; Screening</b>					
Availability of	Tests ordered; protocols written — get MMC involved	Review of protocols	Tests available for everyone; in order to move into room unless they have a confirmed negative test (and report no symptoms and no intimate contact with a positive COVID patient) or if positive individual is isolated for 14 days	COVID screening testing conducted throughout the campus community	Testing for individuals with symptoms and requested by tele-medicine visits and surveillance/testing of asymptomatic students, faculty, and staff
Employees			All employees tested before return to campus in August	Screening tests among employees and students	Testing for individuals with symptoms and requested by telemedicine visits
Students tested			All employees and students tested before move in	Screening tests	Testing for symptomatic individuals or those who are determined to be “exposed” following contact tracing
Allowed activities		Small group meetings (of less than 20 individuals) will be allowed as long as physical distancing requirements are met and face coverings used by all	Picnics, travel to classes, walks at Robertson, limited use of Wise Center	Picnics, travel to classes, walks at Robertson, limited use of Wise Center	Limited use of dining halls
What is opened on campus?		Offices — for employees working in those offices; for individuals who share offices or whose offices are in public spaces, we need to think through staggered schedules, telework options, and required masking.	Residence halls, classrooms, faculty offices, administrative/staff offices	Residence halls, classrooms, faculty offices, administrative/staff offices	Residence halls, classrooms, faculty offices, administrative/staff offices, dining halls, limited use of common/shared space in residence halls
Requirements		All employees returning to campus must complete a daily health survey and wear a face covering (unless alone in single office with a closed door).	All students and employees have tested negative. Students are restricted to campus, small social group meetings, not allowed to eat in groups inside, movement from residence halls to classrooms. All members of the community will complete a daily health screen.	All students and employees have tested negative. Students are restricted to campus, small social group meetings, not allowed to eat in groups inside, movement from residence halls to classrooms. All members of the community will complete a daily health screen.	Students and employees remain negative. Students are restricted to green phase areas (Governor’s orders) as long as they follow mitigation rules, small social group meetings, use of dining facilities (for dine in) in place, use of shared spaces across campus allowed -- study spaces in library, academic buildings, common spaces in residence halls. All members of the community will complete a daily health screen.



	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
<b>Testing &amp; Screening, cont.</b>					
Use of common spaces in residence halls			Limited to residences of located near those spaces	Limited to residences of located near those spaces	Allowed
Controls on campus			Very restrictive — Pelletier closed, Campus Center common spaces closed	Very restrictive — Pelletier closed, Campus Center common spaces closed	Less restrictive
Travel allowed by students			No College-sponsored travel will be allowed and students will be encouraged to remain on campus.	No College-sponsored travel will be allowed and students will be encouraged to remain on campus.	To green phase areas while obeying mitigation requirements (masks, physical distancing, etc.)
Travel allowed by employees		Allowed domestically as long as employee does not travel to or through a state/region under stay-at-home orders; international travel will result in mandatory 14-day quarantine upon return.	Allowed domestically as long as employee does not travel to or through a state/region under stay-at-home orders	Allowed domestically as long as employee does not travel to or through a state/region under stay-at-home orders	Allowed domestically as long as employee does not travel to or through a state/region under stay-at-home orders — requires that all federal guidelines regarding physical distancing, face coverings, and number of people in a space are met. (Employees need to demonstrate their travel is safe for them as an individual and for maintaining health of the campus community.)
MMC capacity (beds, PPE)	Must have adequate capacity throughout the phased reopening. Open communications between Allegheny College and MMC administrators.				
Visitors to campus		None, except those registered through Admissions	None — no parents, partners, friends. No one who has not been tested is allowed on campus, except those registered through Admissions.	None — no parents, partners, friends. No one who has not been tested is allowed on campus, except those registered through Admissions.	The goal is to limit the number of visitors to campus to those who are absolutely necessary (prospective students, individuals interviewing for employment). All visitors must register and complete health screening/questionnaire and provide contact information. We will require them to notify us if they are diagnosed with COVID in the two weeks following their visit to campus.



	Red Phase	Orange Phase	Yellow Phase	Blue Phase	Green Phase
<b>Testing &amp; Screening, cont.</b>					
Quarantine requirements		14 days at home if employee has traveled internationally or to/through region with stay-at-home order, has COVID symptoms, tests positive for COVID, comes into primary contact with individual who tests positive for COVID	14 days at home if employee or student has traveled internationally or to/through region with stay-at-home order, has COVID symptoms and does not complete a COVID test, comes into primary contact with an individual who tests positive for COVID	14 days at home if employee or student has traveled internationally or to/through region with stay-at-home order, has COVID symptoms and does not complete a COVID test; comes into primary contact with an individual who tests positive for COVID	14 days at home if employee or student has traveled internationally or to/through region with stay-at-home order; has COVID symptoms and does not complete a COVID test; comes into primary contact with an individual who tests positive for COVID
Isolation requirements		14 days without symptoms after COVID diagnosis or two negative COVID tests	14 days without symptoms after COVID diagnosis or two negative COVID tests	14 days without symptoms after COVID diagnosis or two negative COVID tests	14 days without symptoms after COVID diagnosis or two negative COVID tests
Other notes		Faculty/employee training and resources need to be available before return to campus			

ALLEGHENY COLLEGE