

Guidelines for CUNY Spring 2022 Reopening Where Not Everyone is Fully Vaccinated

(January 10, 2022)

For Spring 2022, CUNY will have a mixed population of students, staff and faculty that are fully vaccinated, boosted, and not fully vaccinated. Our policies are designed to maximize the protection of all our community members including people who are not fully vaccinated. The [CDC guidance](#) identifies four factors that inform the optimal implementation of layered prevention strategies.

1. The level of community transmission of COVID-19
2. COVID-19 vaccination coverage, including among students, faculty, and staff
3. Implementation of a robust, frequent SARS-CoV-2 screening testing program with high participation from the unvaccinated campus population
4. Any local COVID-19 outbreaks or increasing trends

CUNY continues to consider all of these factors to inform and update, when needed, the University's approach to the following layered implementation strategies.

Vaccination Requirements

CDC recommends the removal of some constraints for vaccinated individuals and continues to recommend constraints for unvaccinated individuals. Students who plan to return to campus in the spring will be required to be vaccinated to register for in-person and hybrid courses and get a booster when they become eligible for one. Those 18 and older are eligible for a booster shot at 5 months after the completion of two dose regimen of Pfizer, 5 months after the completion of two dose regimen of Moderna or 2 months after the Johnson and Johnson (J&J) shot. (Those 12-17 year olds who initially received the Pfizer two dose regimen are eligible for a Pfizer booster 5 months after completing the regimen.) The Pfizer or Moderna booster is preferred in most situations. Student participation in on-campus activities will require proof of vaccination and booster unless a religious or medical exemption has been approved.

All faculty are required to be fully vaccinated for COVID-19 (two dose Pfizer or Moderna regimen, or 1 dose J&J) unless a religious or medical exemption has been approved.

Note: Individuals who received a World Health Organization (WHO) approved vaccination other than the three listed above must provide more information. Students can reach out to your Campus Location Vaccination Authority (LVA) and faculty can contact your campus' Human Resources Department.

Offering and promoting vaccination

CUNY has and will continue to strongly promote the vaccine and boosters. Campuses will continue to promote the University's #VaxUpCUNY campaign, a multifaceted, multimedia campaign to encourage CUNY students, alumni, faculty and staff to get their COVID-19 vaccination and boosters. The campaign is a critical strategy for easing anxiety for those that may be hesitant to vaccinations.

Masks

Due to the current rate of the coronavirus transmission, we will continue to enforce [New York State's universal indoor mask mandate](#). This mandate is subject to modification based on changing vaccination statistics and coronavirus transmission rates. For the time being, everyone, regardless of vaccination status, must:

- Wear a face mask inside all CUNY campuses and office buildings. This includes while taking classes, working in a non-enclosed space such as a library cubicle or other open seating, regardless of physical distance from others.

- Wear a mask outdoors on campus when unable to maintain physical distance from others (for example, while attending a CUNY gathering or sporting event).

The only exceptions to wearing a mask inside are:

- If a fully vaccinated person is alone in an enclosed space such as an office, conference room, or dorm room.
- Briefly while eating or drinking, provided social distancing is maintained.

These exceptions do not apply to anyone who is **not yet fully vaccinated**. Those individuals must wear masks indoors and outdoors at all times while on campus, including in enclosed spaces, except when eating (in which case they must maintain strict social distancing from other individuals).

- Acceptable face coverings for COVID-19 prevention include but are not limited to cloth-based face coverings (e.g. homemade sewn, quick cut, bandana), surgical masks, N95 respirators, and face shields that cover both the mouth and nose. People at increased risk of exposure or of developing severe COVID-19 should consider wearing a higher-grade mask.
- However, cloth, disposable, or other homemade face coverings are not acceptable for workplace activities that typically require a higher degree of personal protective equipment (PPE) due to the nature of the work. For those activities, N95 respirators or other PPE used under existing industry standards must continue to be used, as is defined in accordance with OSHA guidelines.
- This provision should not be construed to require physical distancing among roommates or require face coverings to be worn while inside an individual's residence. For the purposes of this guidance, students who share the same residence (i.e., dormitory room) should be considered members of the same household.
- Campuses must have an adequate supply of face coverings, masks and other required PPE on hand should an employee need a replacement.
- Campuses must allow individuals to use their own acceptable face coverings but cannot require employees to supply their own face covering. Further, this guidance shall not prevent employees from wearing their personally owned protective coverings as long as they abide by the minimum standards of protection for the specific activity. The campus may require employees to wear more protective PPE due to the nature of their work. Employers must comply with all applicable [OSHA standards](#).
- Campuses must train employees on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings. Such training should be extended to contractors if campus will be supplying the contractors with PPE. See CDC [guidance](#) for information. CDC videos such as the following can be used for such training purposes: [Instructions on donning appropriate PPE](#).
- The NYC Department of Health has issued [updated guidance](#) on face coverings which recommend that people over the age of two-years-old wear snug fitting masks with two or three layers of material to better prevent unfiltered air from passing through; or wear two masks, with a cloth face covering over a disposable. The guidance also suggests higher grade masks, like KN95s, for people at greater risk.

Physical Distancing

Physical distancing means keeping space of at least 6 feet (about 2 arm lengths) between people who are not from your household in both indoor and outdoor spaces.

Because students are expected to be vaccinated in the Spring 2022 semester (except for those granted medical or religious exemptions), physical distancing will not be a required safety measure for classroom and educational settings. People who are not fully vaccinated should continue to practice physical distancing.

Per NYS guidelines, in situations or settings of more than 5,000 participants with guests of unknown, or mixed vaccination status, the state's [COVID-19 restrictions](#) remain in effect. CUNY campuses can choose whether to keep physical distancing measures in place or operate separate areas for vaccinated and unvaccinated individuals. In other campus events with less than 5,000 participants but still with a significant number of guests of unknown or mixed vaccination status, the campus can decide whether to require social distancing, or other protocols, for vaccinated individuals. In such circumstances, however, as per above, a mask must be worn outdoors on campus when unable to maintain physical distance from others.

Hand Hygiene and Respiratory Etiquette

CUNY will continue to facilitate health-promoting behaviors such as hand washing and respiratory hygiene/cough etiquette to reduce the spread of infectious illnesses including COVID-19. Provide frequent reminders of proper hand hygiene (verbally, posters, videos) with hand sanitizer widely available in common areas and rooms. Campuses must maintain hand hygiene stations around the institution, as follows:

- For handwashing: soap, running warm water, disposable paper towels, and a lined garbage can.
- For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
- Make hand sanitizer available throughout common areas. They should be placed in convenient locations, such as at building entrances, and exits. Touch-free hand sanitizer dispensers should be installed where possible.
 - Campuses should remind individuals that alcohol-based hand sanitizers can be flammable and may not be suitable for certain areas of a campus.
- Campuses should place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
- Campuses will recommend and reinforce [handwashing](#) with soap and water for at least 20 seconds.
- Campuses will place receptacles around the institution for disposal of soiled items, including paper towels and PPE.
- Campuses should provide disposable wipes to staff and faculty so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and after use.

Housing and Communal Spaces

Given that vaccines and boosters will be mandatory for students living in campus housing, housing and dorms will resume normal operations with 100% of occupants fully vaccinated. Unvaccinated students may not live in campus housing.

Contact Tracing

CUNY will continue to aid in the identification of exposures, and notify close contacts, as appropriate, of exposure as soon as possible after being notified that someone in the campus has tested positive or been diagnosed with COVID-19.

Guidelines for contact tracing apply:

- If a worker or visitor was in close or proximate contact with others at a location and tests positive for COVID, immediately notify and cooperate with New York State and City health departments with contact tracing efforts, including notification of potential contacts, such as workers, visitors and/or customers (if known) who had close or proximate contact with the individual, while maintaining confidentiality as required.
- In the case of an individual testing positive, campuses must develop plans with local health departments to trace all contacts of the individual in accordance with protocols, training, and tools provided through the New York State Contact Tracing Program. Confidentiality must be maintained as required by federal and state law and regulations. Campuses must cooperate with state and local health department contact tracing, isolation, and quarantine efforts.
 - Campuses should partner with local health departments to train staff and students to undertake contact tracing efforts for on-campus populations.
- State and Local health departments will implement monitoring and movement restrictions of infected or exposed persons.
- Campuses must ensure that reporting plans are in place for individuals who are alerted that they have come into close or proximate contact with a person with COVID-19, and have been alerted to such exposure via tracing, tracking or other means. The CDC-issued guidance on how to manage reporting can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/data-management.html>.
- Through the New York State Contact Tracing Program, inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home or in their living quarters and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop. Vaccinated individuals wear a mask for 10 days and test on day 5 after exposure and receive and negative result (see quarantine section below).
 - Through the New York State Contact Tracing Program, contact will be made with the individual to identify all members of the community who were in close contact with the individual. The NYS Department of Health considers a close contact to be someone who was within 6 feet of an infected person for at least 10 minutes starting from 48 hours before illness onset until the time the person was isolated (see: https://coronavirus.health.ny.gov/system/files/documents/2020/06/doh_covid19_publicpriv_atemployeereturntowork_053120.pdf).
 - Through the New York State Contact Tracing Program, outreach to all close contacts will be made; unvaccinated individuals will be notified that they are required to self-quarantine.

Isolation and Quarantine

- You [quarantine](#) when you might have been exposed to the virus.
- You [isolate](#) when you have been infected with the virus, even if you don't have symptoms.

Based on the evolving nature of COVID, CDC has revised their guidance on [isolation and quarantine](#).

➤ Isolation Guidelines if You Test Positive for COVID-19

Everyone, regardless of vaccination status.

- Stay home for 5 days (day 0 is your first day of symptoms, or the day of your first positive test if you do not develop symptoms).
 - Stay in a separate room from other household members, if possible.
 - Use a separate bathroom, if possible.
 - Take steps to [improve ventilation at home](#), if possible.
 - Avoid contact with other members of the household and pets.
 - Don't share personal household items, like cups, towels, and utensils.
 - Wear a [well-fitting mask](#) when you need to be around other people.
- If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house
 - If an individual has access to a test and wants to test, the best approach is to use an [antigen test](#) towards the end of the 5-day isolation period. Collect the test sample only if you are fever-free for 24 hours without the use of fever-reducing medication and your other symptoms have improved. If your test result is positive, you should continue to isolate until day 10.
- Continue to wear a well-fitting mask around others for 5 additional days; if you cannot wear a mask, continue to isolate for 5 days.
- If you have a fever, continue isolation until you are fever-free for 24 hours without the use of fever-reducing medication.
- If you were severely ill with COVID-19 you should isolate for at least 10 days. Consult your doctor before ending isolation.

➤ If You Were Exposed to Someone with COVID-19

Population:	What to do:
<ul style="list-style-type: none"> • If you have received a booster , OR • Completed the primary series of Pfizer vaccine within the last 5 months or Moderna vaccine within the last 5months, OR • Completed the primary series of J&J vaccine within the last 2 months OR • Tested positive for COVID-19 with a viral test within the previous 90 days and subsequently recovered and remain without COVID-19 symptoms 	<ul style="list-style-type: none"> • Wear a well-fitting mask around others for 10 days. • Get tested at least 5 days after your close contact (the date of your exposure is considered day 0); if you test positive, stay home and isolate per guidelines above. • <i>If you develop symptoms, get a test, stay home and follow the isolation guidelines above.</i>
<ul style="list-style-type: none"> • For those who have completed the primary series of Pfizer vaccine over 5 months ago or Moderna vaccine over 5months ago and are not boosted, OR • Completed the primary series of J&J over 2 months ago and are not boosted, OR • Are unvaccinated 	<ul style="list-style-type: none"> • Stay home for 5 days. After that continue to wear a well-fitting mask around others for 5 additional days. If you cannot wear a mask for the additional 5 days, continue to quarantine for those 5 days. • If you are unable to stay at home you must wear a well-fitting mask for 10 days.

	<ul style="list-style-type: none"> • Get tested at least 5 days after your close contact; if you test positive, stay home and isolate per the guidelines above. • <i>If you develop symptoms get a test, stay home and follow the isolation guidelines above.</i> • <i>Do not travel during your quarantine period.</i>
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Travel

- All individuals should follow the CDC [domestic travel recommendations](#) and [international travel recommendations](#) before reporting to work or campus and notify their manager in advance of the travel dates and should quarantine be required.

Quarantine and Isolation Guidelines for Dormitories:

- Before returning to campus for the Spring semester, all dorm students must submit proof of a negative test.
- In consultation with the local health department, campuses with dormitories must identify where students who are infected with COVID-19 will be residing and how daily needs, such as food and medication, will be met if it becomes necessary to have a period of isolation or quarantine. Recommended facilities include, but are not limited to:
 - Sections of residence halls with private bathrooms, if possible, should be reserved to be used solely for the purpose of isolating or quarantining individuals living on-campus who have or who are suspected to have COVID19;
 - Nearby hotels that are arranged to accommodate individuals who have, or are suspected to have COVID-19; and/or
 - Individual homes, as long as the student is able to safely travel home (e.g. not using mass transit) and their home is safe for them to isolate away from other individuals.
- Physical Preparation:
 - The isolation and quarantine rooms should be physically separated from other residential student rooms.
 - The rooms should have private/separate bathroom facilities and be stocked with a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries.
 - Spaces should be labeled externally with appropriate signage that states restricted access (e.g., “Private Quarters” or “Authorized Personnel Only”) but does not state the reason for the restricted access due to concerns about potential for stigma and FERPA/HIPAA regulations. Any signage decisions should be reviewed with the campus or University general counsel.
 - Adequate numbers of rooms should be pre-identified to accommodate an increase in cases. The CDC may later provide guidance on adequate numbers of rooms.
- Operational Preparation:

- If a residential student contracts COVID-19, campuses must proactively identify appropriate residential spaces and reserve those spaces in the event of needed isolation or quarantine of a student(s).
- Campus leaders will consult with CUNY Central and health officials to run scenarios on transmission and ensure enough space is set aside to isolate all cases and suspected cases in an aggressive transmission scenario.
- A protocol should be made available to all individuals involved in the management of isolation spaces and its procedures.
- Minimally, a select group of individuals within housing/residence life, campus safety, and facilities should be aware of the rooms used for isolation.
- Student health services staff should remotely monitor students on a daily basis (temperature checks and symptom screening) and transfer to an on- or off- campus site for a clinical evaluation if symptoms advance or the patient requests.
- For students on the campus meal plan, dining services should arrange food delivery in collaboration with housing/residence life, student affairs or campus life. Housing/residence life staff could arrange for the purchase of a campus meal plan or coordinate meal delivery for those students who have not purchased the campus meal plan.
- Transportation should be made available to and from the location if medical care is needed.

Metrics and Early Warning:

Campuses should monitor NYS COVID-19 infection rate metrics and local testing metrics that will determine the need to scale back or shut down campus operations. Campuses should have a plan to detect early warnings of an infection surge and must have a shutdown plan in place to respond rapidly. Campuses should rely on previously developed shutdown plans and consult the [Reclosing Protocols: CUNY's Guide for Safely Closing On-Campus Operations](#), for additional information on criteria for shutdown and shutdown protocols.

Although it is no longer a New York State requirement, CUNY will continue to monitor campus infection rates. CUNY Central Office will consult with campus leadership to determine the best course of action for scaling back campus activity. Final decisions on shutting down particular buildings/areas within campuses, individual campuses, or multiple campuses, as appropriate, will be made by the Chancellor/COO's Office in consultation with local/State authorities.

In addition, CUNY and campuses will continue to monitor community spread and adhere to CDC guidance in determining any additional safety protocols required for safe, in-person operations.

Testing:

CUNY is expanding testing for the safety and convenience of the CUNY community, creating a robust testing program using various testing models, some new and some expansions of existing efforts.

- Student athletes and students in residence halls will be required to submit a negative test before returning to campus.
- Weekly testing will continue for those who are unvaccinated and expand to cover student athletes and students in residence halls, regardless of vaccination status.

- Overall random testing will increase to 20% of the vaccinated and unvaccinated on-campus population. Participation in the random surveillance testing is mandatory and failure to participate will result in the removal of the individual's Cleared4 access pass to CUNY spaces.

Medical clearances required to return to campus will continue to be accepted from non-CUNY testing providers. CUNY safeCircle test sites will also be available for clearance because of the shortage of available testing in New York City.

Rapid tests will be available for approved screening circumstances when unanticipated entry to campus is required. The rapid tests will be distributed to CUNY testing sites and to selected locations on campus, and will be tracked through the testing system for inventory and usage management.

For more information about CUNY's COVID-19 testing program, please see the [Testing FAQ](#). For a list of testing locations, visit [here](#). For general frequently asked questions, please refer to the [Getting Back to Working in Person FAQ](#). If you still have questions, please contact your [HR office](#).

Symptom Screening

Based on CDC guidance, CUNY campuses may stop symptom screening for students, staff, faculty, and visitors (Everbridge self-reporting) and rely on individuals to stay home when they are sick.

Visitor Policy

CUNY's [Visitor Policy](#) is designed to restrict anyone who has not been fully vaccinated or has not received a recent negative COVID-19 test from entering a CUNY campus or office.

Definition of Visitor

A visitor to a University campus is someone who is not a CUNY student, faculty or staff member. Examples of visitors include, but are not limited to:

- vendors and other individuals coming to campus to perform activities related to a contract with or in support of the University;
- employees of related entities of CUNY including without limitation auxiliary enterprise corporations, colleges associations, and child care centers;
- unpaid college interns;
- community members and other individuals coming to a campus to use University facilities such as pools and gyms, or to attend activities on campus; and
- family members or friends of CUNY students, faculty, or staff.

Rules for Visitors

Every visitor to a CUNY campus, whether accessing indoor or outdoor spaces, must provide proof to CUNY that they (i) are fully vaccinated or (ii) have had a negative COVID-19 molecular (PCR) test performed by an accredited lab no more than 7 days prior to the visit. "Fully vaccinated" means:

- Two weeks after a second dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or
- Two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine; or
- At the time specified in either the FDA licensure or World Health Organization approval, after the final administration of any other vaccines.

Visitors are also required to comply with all other University policies and codes of conduct, as well as government and/or campus-specific rules and protocols, applicable to individuals on campus that are intended to help prevent the spread of COVID-19, including by way of example:

- any masking and social distancing requirements; and
- complying with any applicable federal, state or local quarantine rules.

Before coming to a CUNY campus, visitors are encouraged to consult the campus' website to review the most current access rules and protocols. A link to each campus plan can be found on [CUNY's Spring 2022 Reopening Plans page](#).

Exception for Short Visits with No Close Contact

Visitors who are on campus for 30 minutes or less per visit do not have to comply with any COVID-19 vaccination or surveillance testing requirements applicable to CUNY staff unless the visitor expects during that time to be less than 6 feet distant of another person for a total of 15 minutes or more.

Policies for Minors under 5 Years Old

TYPES OF UNDER 5 GROUPS	DESCRIPTION	CUNY PROTOCOL
1. Accompanying a visitor	Children accompanying a visitor who have business to tend to on campus for a limited time.	<ul style="list-style-type: none"> • Exempt from testing • Require masking for those 2 and up.
2. Attending events	Children attending an event, performance, or assembly where a large group will congregate for an extended period.	<ul style="list-style-type: none"> • Exempt from testing • Limit access on campus • Require masking for those 2 and up and enforce social distancing
3. Enrolled in programs	Children who routinely come to CUNY facilities to participate in a program.	<ul style="list-style-type: none"> • Require Weekly Testing • Require masking for those 2 and up.

Athletics

For safety protocols and updates regarding CUNY's athletics programs, see the [CUNY Athletic Conference Return to Sport Plan](#). All athletes will be required to produce a negative test before returning to campus for the Spring semester.

- For additional information on safely participating in athletics, schools may consult the [NCAA's Spring 2022 Training and Competition](#) document.

General Guidelines for Healthy Facilities

CUNY will maintain many approaches adopted during the pandemic to limit the spread of communicable disease. These include: regular and enhanced cleaning, safe disinfection, improved ventilation and maintaining healthy facilities.

Cleaning and Disinfection

- Campuses must ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and NYSDOH, including “[Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#),” and the “[STOP THE SPREAD](#)” poster, as applicable. Campuses must maintain logs that include the date, time, and scope of cleaning and disinfection. Campuses must identify cleaning and disinfection frequency for each facility type and assign responsibility.
 - The head of campus facilities (or position designated by the Coronavirus Campus Coordinator) will establish the log, perhaps online, with the required information and instruct housekeeping staff to complete an entry after each cleaning and disinfection activity. The head of campus facilities will determine cleaning regimens for specific spaces and establish a frequency schedule for each facility type and the housekeeping team assigned to the head of campus facilities will report to the Coronavirus Campus Coordinator regularly on the status of the cleaning regimen and the log.
- Campuses may choose to provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces for employees and encourage their employees (or cleaning staffs) to use these supplies following manufacturer’s instructions for use before and after use of these surfaces. Campuses may provide such supplies for others.
 - To reduce the number of high-touch surfaces, campuses should install touch-free amenities such as water fountains, trash cans, and paper towel dispensers. If installing touch-free amenities is not feasible, campuses will at a minimum, make hand sanitizer available near high touch surfaces (e.g. trash receptacles, paper towel dispensers).
 - Occupants of the campus will be vested with the responsibility for cleaning their own work areas. Campuses will provide workspaces with single use disinfecting wipes and/or multi-surface spray cleaners to support self-servicing. For college-owned vehicles, drivers should clean and disinfect high touch points on and in vehicles before and after each use. Disinfecting supplies will be stored in each vehicle.
- Campuses must conduct regular cleaning and disinfection of the facilities and more frequent cleaning and disinfection for high risk areas used by many individuals and for frequently touched surfaces. Cleaning and disinfection must be rigorous and ongoing and will occur at least daily, or more frequently as needed. Please refer to NYSDOH’s “[Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)” for detailed instructions on how to clean and disinfect facilities.
- Ensure that materials and tools used by employees are regularly cleaned and disinfected using registered products. Refer to the Department of Environmental Conservation (DEC) list of products registered in New York State and identified by the EPA as effective against COVID-19. If cleaning or disinfecting products or the act of cleaning and disinfecting causes safety hazards or degrades the material or machinery, campuses must put in

place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.

- Campuses must ensure regular cleaning and disinfection of restrooms. Restrooms will be cleaned and disinfected more often depending on frequency of use.
- Campuses are expected to follow CDC guidelines on [“Cleaning and Disinfecting Your Facility”](#) if someone is suspected or confirmed to have COVID-19:
 - Campuses do not necessarily need to close operations, if they can close off the affected areas.
 - Close off areas used by the person who is sick, suspected or confirmed to have COVID-19.
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before you clean and disinfect. If 24 hours is not feasible, wait as long as possible.
 - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, and common areas.
 - Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
 - Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the work in the area or resume on-campus activities immediately after cleaning and disinfection.
 - If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection will continue.
 - Campuses must provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g., elevators, lobbies, building entrances, badge scanners, restrooms, handrails, door handles).
- Refer to NYSDOH’s [“Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure”](#) for information on “close and proximate” contacts.
 - If a worker or visitor was in close or proximate contact with others at the location and tests positive for COVID-19, immediately notify and cooperate with New York State and City health departments with contact tracing efforts, including notification of potential contacts, such as workers, visitors and/or customers (if known) who had close or proximate contact with the individual, while maintaining confidentiality required.
- Campuses should avoid use of furniture that is not easily cleaned and disinfected (e.g., cloth fabric sofas).
- Whenever possible, campuses will increase ventilation of outdoor air (e.g., opening windows and doors) while maintaining safety precautions.

- Patios or outdoor spaces that allow for open air meetings could serve as a substitute for indoor meeting spaces, weather permitting.

Additional guidance on ventilation and HVAC systems

Where possible, CUNY facilities should ensure there is an adequate flow of fresh air to workspaces and optimize the ventilation system operations in order to reduce the risk of airborne exposure to SARS-CoV-2, the virus that causes COVID-19. The CDC has identified many approaches in its [Ventilation in Buildings](#) guidance document, including:

- Increasing the introduction of outdoor air through opening of dampers and operable windows;
- Disabling demand control ventilation or systems that turn the fans off when thermostats are satisfied so that fans run continuously;
- Running HVAC systems at maximum outside airflow for 2 hours before and after the building is occupied;
- Ensuring ventilation systems operate properly;
- Increasing air filtration to as high as possible (MERV 13) without significantly reducing design airflow;
- Making sure filters are properly sized and fit properly;
- Ensuring restroom exhaust fans are functional and operating at full capacity;
- Considering portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning; and
- Considering ultraviolet germicidal irradiation (UVGI) as a supplemental treatment when options for increasing room ventilation and filtration are limited.

The CDC recommends that facility operators adopt a layered approach to COVID-19 transmission mitigation and suggests that facility operators “consider using some or all of [its list of control measure] tools to improve ventilation.” As part of the ventilation assessment, campuses were instructed to implement these measures to the extent practicable. These control measures and the CDC guidance formed the basis of the ventilation assessment planned and conducted by CUNY.

As part of this overall assessment, an engineering consultant conducted site visits at all CUNY buildings and for those buildings identified for re-opening it determined what control measures were available for each building and reported its findings to CUNY. Based on the CDC guidelines and the reported data, CUNY identified the buildings that meet a sufficient subset of the CDC guidelines to limit the risk of airborne transmission of the SARS-CoV-2. The reports confirmed which buildings or portions of buildings could safely be used for in-person learning.

Campuses were directed to review these reports and directed not to use or occupy buildings until they have been assessed, if necessary, undergone work to address ventilation issues and included in a report indicating that they can be used for in-person learning. In addition, campuses were specifically directed that they may not use or occupy any building or portion of a building that has not been included in a report indicating that it may be used for in-person learning.

Campuses must continue to perform maintenance and conduct operations to maintain the control measures recommended by the CDC that formed the basis of CUNY’s reports.