REOPENING PLAN Fall 2020
As of August 14, 2020
INTRODUCTION

The Columbia Plan (modified August 14 from original August 8 submission)

Throughout the COVID-19 crisis, Columbia University in the City of New York (the University) has maintained its campus operations (Irving Medical Center, Manhattanville Morningside and Lamont), including maintaining the presence of some students, some faculty, and essential staff. Essential workers have remained on campus throughout; this includes many facilities and security staff on all campuses, as well as health care professionals. Throughout this time, we have implemented a number of safety protocols including those recommended by the New York State Department of Health (DOH).

As New York City was able to enter Phase 2 on June 22, we entered a new stage, in which the first wave of laboratory and clinical researchers returned to campus, and on July 20 another wave of researchers returned. Both groups of researchers, and all others returning to campus, have been subject to gateway SARS-CoV-2 testing, the use of a daily symptom self-check, and completion of a safety training program.

Now that New York City has entered the Governor’s Phase 4 for reopening, the University intends to activate a plan to return some faculty, staff and students to campus in the fall. Our August 8 submission presumed we would be offering on-campus housing to 60% of our Columbia College and The School of Engineering and Applied Sciences undergraduate students, who traditionally live in our campus residence halls. However due to New York State requirements for students coming from states that require a 14-day quarantine, we have scaled back this plan. Additionally, we will be able to accommodate the same proportion of Columbia School of General Studies undergraduate students in off-campus Columbia residential housing as we have in the past. In addition, a number of graduate students have and will be returning with some degree of presence on campus (for some in-person or hybrid instruction).

Thus, the Columbia Plan provides for the possible staged reopening of campus life, but also creates concrete plans for a scaling back and a shutdown that may be required either by the Governor or by the decision of the President and the Trustees of the University.

Individual school plans have been developed and will be available if needed.

Guiding Principles

Bringing all members of our community — faculty, staff and students — back to campus poses inherent risk during the COVID-19 epidemic, some of which can be mitigated by reduced density, campus policies, public health measures, symptom attestation and access to testing and contact tracing. Some activities are likely to be associated with higher risk including large classes, events, gatherings, and sports, and we have limited the plans to engage in these activities. In addition, certain members of our community are also more vulnerable to complications if they develop COVID-19. There is also potential risk for bringing community members back to campus from areas where there are higher transmission rates than New York State and New York City. Adherence with campus policies such as physical distancing, face covering, hand hygiene, and staying home when sick, as well as compliance with Governor Cuomo’s Executive
INTRODUCTION

Order 205 requiring quarantine of travelers from high prevalence states, will likely have a salutary effect as we move to the next stages of return. In addition, faculty and staff may have personal issues that we need to be mindful of including, but not limited to: health concerns, childcare and eldercare needs, as well as transportation concerns.

The University will take measures to manage these issues through the following measures:

- virtual/remote learning
- adjusting work hours, where appropriate
- limiting in-person presence of certain employees on campus
- reducing the in-person workforce and maintaining a remote workforce to accommodate physical distancing guidelines
- staggering schedules to reduce congestion in walkways and buildings
- supplying appropriate personnel protective equipment (PPE)
- conducting symptom checking, testing, and contact tracing
- placing and enforcing restrictions on gathering size
- reducing classroom and meeting room capacity
- reinforcing public health protective behaviors through extensive signage
- requiring faculty, staff and students to attest to written commitment to safe behaviors

The Columbia Commitment

The University pledges to adhere to the requirements and guidance in the New York State Department of Health (DOH) Guidelines, and any subsequent modifications of such guidance. The University’s plan focuses on the four considerations outlined in the Interim Guidance for Higher Education During the COVID-19 Public Health Emergency: reopening, monitoring, containment and shutdown. In addition, since the University conducts a number of activities covered by other DOH guidelines, including food services, higher education research, office-based work, public transportation, and retail business, compliance with those guidelines are also part of our plan.

Campus Safety Monitor/University COVID Director

As required by the State DOH guidelines, the Campus Safety Monitor/University COVID Director is Donna Lynne, Senior Vice President and Chief Operating Officer, Columbia University Irving Medical Center, dl42@cumc.columbia.edu. Additional responsible parties are listed in Section 3 of the plan.
SECTION 1: University Measures for Reopening

PEOPLE

A. Physical Distancing

The University will mandate that a distance of at least six feet is maintained among individuals while on campus, inclusive of employees and students, to the extent possible and when seated in a classroom setting or meeting, unless safety or the core activity (e.g., moving equipment, using an elevator, performing a transaction) requires a shorter distance, or individuals are of the same residence. Any time individuals come within six feet of another person who does not reside in the same residence (i.e., roommate), acceptable face coverings must be worn. Individuals should be prepared to don a face covering if another person unexpectedly comes within six feet. Extensive signage regarding this requirement has been placed in entryways, elevators, classrooms, meeting rooms etc.

Face Coverings and PPE

• Acceptable face coverings are required at all time for all individuals on our campus who are over the age of two and able to medically tolerate such covering. (Note: This provision does not require physical distancing among roommates or require face coverings to be worn while inside an individual’s residence or in offices occupied by only one person. However, at Columbia, no undergraduate students will be sharing rooms.)

• The University has obtained a sufficient supply of face coverings, and provides these items free to all visitors, faculty, staff and students. The University plans to have an adequate supply of face coverings, masks and other required PPE on hand should an employee need a replacement. Students will be provided two reusable face coverings at the University’s expense. The University has communicated these standards and posted notifications regarding face covering throughout the campus. The University will also communicate that face coverings should be cleaned or replaced after use and must not be shared according to CDC guidance. Distribution of face coverings will commence in early August.

• Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings (e.g., homemade sewn, quick cut, bandana), surgical masks that cover both the nose and mouth. Face shields that cover both the mouth and nose should not replace face coverings. However, cloth, disposable, or other homemade face coverings are not acceptable face coverings for workplace activities that typically require a higher degree of protection for personal protective equipment (PPE) due to the nature of the work requirements. The latter are also provided by the University. The University adheres to OSHA guidelines for such safety equipment. For those activities, N-95 respirators or other PPE used under existing industry standards will continue to be used, as is defined in accordance with CDC and OSHA guidelines. The University has issued separate guidance on PPE for researchers in labs and for health care workers, and provides an adequate supply, at no cost to the impacted individuals.

• The University has begun training 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 will continue and also will be given to contractors who have not received such training from their parent organization. The University has posted training on its website and monitors compliance. Participation in training is mandatory.
SECTION 1: University Measures for Reopening

Space Reconfiguration

• The University will modify or reconfigure spaces and/or restrict the use of classrooms and other places where students and employees congregate, so that individuals are spaced at least six feet apart in all directions (e.g., side-to-side and when facing one another) and are not sharing workstations without appropriate cleaning and disinfection between use. When distancing is not feasible, the University will require the use of face coverings or physical barriers. The University will ensure that for any work occurring indoors, the total occupancy is limited to 50% of the maximum occupancy for a particular area as set by the certificate of occupancy. In addition, chair coverings or markings will be installed to ensure that distancing is maintained in classrooms and occupancy signs have been posted. Disinfection procedures have been instituted to ensure appropriate disinfection and cleaning.

• The University has restricted on campus residential capacity by eliminating the use of double rooms for undergraduate students, and ensuring student to bathroom ratio in the residence halls does not exceed 4:1. This has reduced the undergraduate residential capacity to 60%.

• The University will limit gathering in small spaces to no more than one individual at a time, unless all individuals in such space are wearing acceptable face coverings and physical distancing can be maintained, or are members of the same residence.

• The University has provided written guidance on its website, has increased signage in its lobbies, hallways and elevators, and has enabled the use of stairs, as well as posted signage on proper stair usage with directional signage to limit crowding.

• The University will also, where feasible, put in place measures to reduce bi-directional foot traffic using tape, signs, or other indicators with arrows in hallways, stairs or spaces throughout campus, and post signage and distance markers denoting spaces of six feet in all commonly used areas and any areas in which lines are commonly formed or people may congregate.

• The University has established rules on gatherings in outdoor spaces.

• The University has added physical distancing notices throughout the campus, as well as floor markings in many locations.

• The University will limit access to the general public or offer specific hours for such access and will require the use of University IDs to enter any campus buildings.

• The University has a “no visitor” policy for campus buildings as follows: visitors are prohibited, except for those providing services, participating in research studies, delivering items or repairing instruments. These visitors must abide by all campus and building specific protocols, sign in at entry points of selected buildings, and complete symptom self-checking forms. The visitor log will be shared with public safety at the end of each week to be included in overall university density report.

• While as a University, we welcome non-affiliates to our campus, this public health emergency has required extra measures to ensure the safety of all faculty, staff and students. Our outdoor areas are “open to the public” but the wearing of face coverings and physical distancing will be enforced.
SECTION 1: University Measures for Reopening

Exposure Procedures

In consultation with the New York City Department of Health and Mental Hygiene (NYCDOH), the University has identified where students who have SARS-CoV-2 infection or who were exposed to a COVID-19 case will be residing and how daily needs (e.g., food, medication, mental health support) will be met, for those requiring isolation or quarantine. The University’s plan is as follows:

- Isolation: Students who have symptoms consistent with COVID-19 and have been tested will be moved to a separate isolation space while they await test results as well as students who are diagnosed with COVID-19. The designated space will consist of a single bedroom, and where possible with their own bathroom. Bathrooms will be shared if all students using that bathroom have COVID-19. Students who are moved to isolation rooms will be provided with academic materials, study aids, mental health support, entertainment, electronic equipment, medications, trash pick-up, and food delivery. Medical support through Student Health will be provided to all students in isolation including: daily symptomatic telehealth check ins; as needed, visits to isolation location for medical support, access to mental health services, communication with point of contact in school (Dean of Students) to provide academic materials and study support for students in isolation, and coordination of services with undergraduate student life (i.e., medications, food delivery, trash) for students in isolation.

- Quarantine: Students exposed to a person with COVID-19 or returning to campus from an area with increased transmission of COVID-19 will be required to quarantine. In most cases, this will be possible in their regular residence. If they are unable to do so safely, they will be moved to a separate residence. Students who are in quarantine will be provided with academic materials, study aids, mental health support, entertainment, electronic equipment for virtual instruction, medications, trash pick-up, and food delivery. Medical support through Student Health will be provided to all students in quarantine including: daily check ins; access to mental health support, communication with point of contact in school (Dean of Students) to provide academic materials and study support for students in isolation, and coordination of services with undergraduate student life (i.e., medications, food delivery, trash) for students in quarantine.

Signage

The University has posted protocols that are consistent with DOH COVID-19 signage, including signage that reinforces required public health measures including the following:

- Stay home if they feel sick
- Cover their nose and mouth with an acceptable face covering
- Properly store, and when necessary, discard PPE
- Maintain six feet distancing

B. Gatherings in Enclosed Spaces

- The University has expanded the use of video and teleconference in lieu of in-person gatherings, especially classes and other meetings as
SECTION 1: University Measures for Reopening

part of its ramp down plan that was implemented in March. Continued video instruction, balanced with some in-person instruction, is part of the fall term plan.

• Classes will be held in well-ventilated spaces with six feet of physical distancing. Chair coverings or markings will be installed to maintain distancing.

• Many communal areas will remain closed (e.g., coffee rooms) or will be cleaned frequently. Signage has been posted in those areas regarding physical distancing, occupancy limits, and use of face coverings.

C. Operational Activity

• In March the University went to an “all virtual” learning environment. For the planned fall return, the University has designed a mix of in-person and remote classes based on student needs, course requirements and technological capabilities. In-person learning for certain groups of students will be necessary. These include, but are not limited to, students in certain health professions whose training must be performed in clinical settings. Where this occurs, appropriate PPE is being provided. Otherwise, all in-person learning will be done with appropriate physical distancing — in the classroom and in communal areas with consistent use of face coverings. Restrooms are in the process of being modified to have several touchless features including faucets, paper towel dispensers and flushometers, along with exterior signage to indicate capacity.

• The University has also scheduled classes to be staggered (as needed) throughout the day and week and is committed to maintaining an in-person complement of faculty, staff and students on campus that is approximately 50% of usual capacity. Options to move all teaching virtual may be considered based on COVID-19 situation in NYC and on campus.

• In the event of occurrence of COVID-19 cases among a student or instructor, the University will take appropriate steps as described above (Exposure Procedures section) in terms of isolation of cases and rapid assessment of contacts with institution of quarantine for close contacts as well as appropriate disinfection of surfaces. Options to move teaching virtual may be considered.

D. Movement and Commerce

• All deliveries to University buildings will be done at security stations at the entrances or designated loading areas of buildings. Faculty, staff and students will be required to go to those locations to pick up any items. Any visitor who needs to move beyond the security desk for the purpose of conducting their business (e.g., a large delivery requiring a cart) will wear a face covering and complete the symptom self-check form that is at the desk.

E. The Columbia Compact Community Health Compact

• Members of the University community will be required to sign and adhere to the terms of a Compact that includes the critical elements of protective behaviors and the University SARS-CoV-2 testing and contact tracing program. The Compact also articulates the
commitment of the University to creating a COVID-19 ready campus. Failure to comply with the terms of the Compact will result in employee discipline and in the case of students, being asked to leave the campus. The Compact can be viewed at https://covid19.columbia.edu/health-compact.

PLACES

A. Protective Equipment

In addition to the necessary PPE as required for certain workplace activities, the University will procure acceptable face coverings and provide such coverings to our employees who directly interact with students or members of the public while at work at no cost to the employee, pursuant to Executive Order 202.16, as amended.

• The University has procured PPE and has an adequate supply of face coverings, masks and other required PPE on hand should an employee need a replacement. Acceptable face coverings include, but are not limited to, cloth (e.g., homemade sewn, quick cut, bandana), surgical masks, N95 respirators, and face shields. The University has procured sufficient face coverings to provide two for every faculty, staff and student.

• The University requires the use of face covering in all areas of campus, while on university property, including outdoor spaces at all times. Face covering may be removed by individuals in single offices or an enclosed room when no other individuals are present, and the door is closed. This is the only exception to the requirement for face covering. Signage has been posted throughout the University, and these policies are being enforced.

• Face coverings will be cleaned or replaced after use and will not be shared.

• Cloth face coverings or disposable masks will not be considered acceptable face coverings for workplace activities that require a higher degree of protection for face covering requirements. Requirements relating to N-95 respirators have been issued separately, and the University adheres to OSHA guidelines for such safety equipment.

• The University will allow individuals to use their own acceptable face coverings and supplies face covering for faculty, staff and students. Further, we do permit employees to wear their personally owned protective coverings (e.g., surgical masks, N95 respirators, or face shields), as long as they abide by the minimum standards of protection for the specific activity. The University may require employees to wear more protective PPE due to the nature of their work to ensure compliance with all applicable OSHA standards.

• The University has been training employees on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings. In addition, contractors will be supplied with such training when the University is supplying the contractors with PPE.
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• The University has limited the sharing of objects, such as laptops, notebooks, touchscreens, and writing utensils, as well as the touching of shared surfaces, such as conference tables; and requires employees to perform hand hygiene before and after contact.

B. Hygiene, Cleaning and Disinfection

• The University has adopted CDC, DOH and OSHA standards for cleaning and worker safety. Additional facility cleanings have been added throughout the University residential halls, classrooms, libraries and other common spaces.

• The University has modified its heating, ventilation and air conditioning (HVAC) protocols, and enhanced air filtration and maximizing fresh air following CDC, ASHRAE and REHVA recommendations.

• The University will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH. The University will provide and maintain hand hygiene stations around the institution, as follows:

  • For handwashing: soap, running warm water and disposable paper towels will be available in all public bathrooms.

  • For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol will be available for areas where handwashing facilities may not be available or practical. Hand sanitizer will be available throughout common areas, placed in convenient locations, such as at building entrances, exits, and points of reception. Touch-free hand sanitizer dispensers will be installed where possible.

  • The University will exercise caution and remind individuals that alcohol-based hand sanitizers can be flammable and may not be suitable for certain areas on campus.

  • Receptacles will be placed around the institution for disposal of soiled items, including paper towels and PPE.

  • The University will provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces, encourage employees (or cleaning staff) to use these supplies following manufacturer’s instructions for use before, and after use of these surfaces, followed by hand hygiene.

  • Disposable wipes will be provided to employees as available so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and/or after use.

  • To reduce high-touch surfaces, the University will be installing touch-free amenities such as trash receptacles and paper towel dispensers, where feasible. If not feasible, hand sanitizer will be made available near high-touch surfaces (e.g., trash receptacles, paper towel dispensers).

  • The University will conduct regular cleaning and disinfection of the facilities and more frequent cleaning and disinfection for high
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risk areas used by many individuals and for frequently touched surfaces. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily.

- The University will ensure regular cleaning and disinfection of restrooms. Restrooms will be cleaned and disinfected more often depending on frequency of use.

- The University will ensure that materials and tools used by employees are regularly cleaned and disinfected using registered disinfectants. If cleaning, disinfection products, or the act of cleaning and disinfection causes safety hazards or degrades the material or machinery, the University will put in place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.

- The University will 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.

C. Staged Reopening

- The University has designated a campus safety monitor whose responsibilities include continuous compliance with all aspects of the reopening plan.

- The University is staging its reopening activities to allow for operational issues to be resolved before activities return to normal levels. The University is limiting the number of employees, hours, and number of students when we first open so as to provide operations with the ability to adjust to the changes.

- Student arrival on campus will be staggered to allow for proper distancing in move-into dormitories and to facilitate access to SARS-CoV-2 D testing facilities.

D. Communications Plan

- The University will affirm that we have reviewed and understand the state-issued industry guidelines and will submit reopening plans prior to reopening.

- The University has and will continue to engage with campus community members (e.g., employees, students, interested organizations) in our reopening plans.

- The University has developed a communications plan for students, parents or legal guardians, employees and visitors that includes reopening-related instructions, training, signage, and a consistent means to provide individuals with information. The University has a website — www.covid19.columbia.edu — and is using other social media and communications tools, including texts and email groups, and/or social media groups or posts.
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- The University will encourage all students, employees, and visitors to adhere to CDC and DOH guidance regarding the use of PPE, specifically face coverings when a social distance of six feet cannot be maintained, through verbal communication and signage.

- The University has designated points-of-contact or coordinators to be the main contact upon the identification of COVID-19 cases and who are responsible for subsequent communication. Coordinators will be responsible for answering questions from students and employees regarding the COVID-19 public health emergency and plans implemented by the institution. Coordinators will also work closely with local health departments and other higher education institutions to monitor public health conditions and jointly develop monitoring strategies.

PROCESSES

A. Screening and Testing

Screening

- Effective June 22, 2020, all faculty, staff, and students are required to complete a symptom self-check every day before entering campus premises. The self-check requires employees to answer the following questions:

  - Have you knowingly been in close or proximate contact in the past 14 days with anyone who has been tested positive for COVID-19, or traveled from any states covered by Governor Cuomo’s Executive Order 205?

  - Have you tested positive for COVID-19 in the past 14 days?

  - Have you experienced any symptoms of COVID-19 in the last 14 days?

- The University has developed an app — ReopenCU — to accomplish this. Once the process is completed, and the answer to all three questions is no, persons will receive a 24-hour “green” pass. This pass must be shown to security at all entrances to campus buildings and failure to complete this daily attestation will (via linkage with the ID badge) prevent access to campus facilities. Persons without the app can complete the self-check at home on a personal computer and print out the pass or do so at several security checkpoints on campus. Persons without a green pass will not be allowed to enter University buildings.

- Any person who through self-screening meets the conditions that result in a red pass must immediately self-quarantine and notify University Human Resources or student health. Referral and next steps for getting SARS-CoV-2 testing are described below. Periodic reminders to complete symptom self-check are sent to all University affiliates and their compliance is monitored.

- The University will ensure that any personnel performing in-person screening activities for symptoms consistent with COVID-19,
SECTION 1: University Measures for Reopening

including temperature checks, are appropriately protected from exposure to potentially infectious employees, students, or visitors entering the facilities. Personnel performing screening activities will be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.

SARS-CoV-2 Testing

To provide an additional layer of safety to the ongoing public health and preventive efforts, the University is requiring an initial single COVID-19 PCR diagnostic test of all faculty, staff, and students who are returning to campus. For those faculty, staff and students who have been consistently working on campus, an opportunity to receive a single COVID-19 PCR diagnostic test will also be offered but is not required. A sampling approach for subsequent testing has been designed and will begin on July 27th.

The goal of initial testing for individuals returning to campus as of June 22 is to estimate the prevalence of infection among those individuals. Initial testing will help us estimate prevalence among those newly returning to campus and how that compares to prevalence in New York City. It will also assist in design of further testing strategies. We will continue to evaluate and adjust the testing strategy going forward.

Testing Process

1. Between June 22–August 17, all faculty, staff, and students who are returning to campus on or after June 22 must have a COVID-19 PCR test through Columbia/NYP.
2. All essential employees who have been consistently working on campus prior to June 22 are also eligible to receive a test, though not required.
3. All schools and departments will provide a list of their returning employees and students for tracking purposes.
4. Appointments can be scheduled at any one of 10 ColumbiaDoctors/NYP testing sites. No outside results will be accepted.
   a. All tests are reported in Epic, and positive tests will receive a telephone follow up with appropriate clinical guidance. Negative results will be notified through the Connect portal, or via encrypted email if not registered in Connect. Results in aggregate will be tracked.
   b. Completion of test (but not release of results) will be cross-referenced with eligible personnel for compliance.
   c. Individuals with a positive test will also be directed to contact their supervisor, Human Resources, Workforce Health and Safety, or student health, and indicate that they cannot come to work or campus. They are not required to share the reason for their absence. They will also select “yes” on the symptom check app that they have had a positive test and will then screen “red” and be instructed to not report to work or campus.
5. Beginning August 17, a new testing protocol will be in place. There will be two locations for testing — on the Morningside and Medical Center campuses. All undergraduate students will be tested upon arrival. Initially students will be retested on a weekly basis, however the frequency of testing over time will be re-evaluated in view of the status of the epidemic in New York City and the campus. Graduate students and faculty and staff will undergo initial testing and be part of a weekly sample test population through the end of the fall term.
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It is important to keep in mind that public health measures to prevent spread of the virus such as face coverings, physical distancing, hand hygiene, and other non-pharmaceutical interventions, have been shown to be effective in prevention of transmission of the virus, from both symptomatic and asymptomatic individuals. These actions are the most important preventive measures our community can take.

B. Tracing and Tracking

• Notification to the state health department of any positive COVID-19 test will be made directly by the testing vendors.

• The University has developed plans to collaborate with local health departments to trace all contacts of the individual, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program. Confidentiality will be maintained as required by federal and state law and regulations. Responsible Parties must cooperate with state and local health department contact tracing, isolation, and quarantine efforts. The University will employ its own contact tracers and will partner with local health departments.

• In the case of an individual testing positive, the University will coordinate with local health departments to trace all contacts of the individual on campus, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program and the New York City Test and Trace Program. Confidentiality must be maintained as required by federal and state law and regulations.

INSTITUTIONAL PLAN

The University affirms that we have read and understand the guidance for higher education. Furthermore, the University has developed a Shutdown/contingency plan for decreasing on-campus activities and operations and/or closing the campus. This plan includes:

• Operational Activity: Which operations will be decreased, scaled back, ramped down, or shutdown and which operations will be conducted remotely; the process on how to conduct an orderly shutdown which will include phasing, milestones, and involvement of key personnel.

• Monitoring of metrics that will inform scale-back or shutdown of activities will include daily number of COVID-19 cases in NYC and on campus; PCR positivity in NYC and on campus; Rt in NYC and on campus; and other indicators will be used to determine how the University will monitor and adjust its safety measures that might ultimately lead to a shutdown.

• If the Rt on campus is greater than 1.0 and/or higher than the Rt in NYC by 50%, the University will begin to cancel events and gatherings, modify campus density and restrict students to campus as well as reinforce face covering and physical distancing requirements. Testing frequency and approach may also need to be modified.
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- If the University’s ability to isolate and quarantine becomes limited, instruction will return to 100% remote and further restrictions on movement around the campus will be enforced.

- If there is widespread community transmission on campus, the University will suspend all nonessential operations and instruct students to move out of the dormitories. The final shutdown plan will include how students would safely depart campus, and considerations for students who may not be able to depart campus quickly (e.g., international students).

- The University COVID Task Force led by the Provost will make all decisions regarding a University-imposed reduction in activities or shutdown.
SECTION 2: Stages

Health Guidance

The University is committed to providing a safe and healthy environment for all its faculty, staff, students, and visitors. Our goal is to minimize the potential for transmission of SARS-CoV-2 in our community. Achieving this goal will require full cooperation among all community members. Each member of the University community is responsible for implementing and adhering with all aspects of the COVID-19 Guidance for their own well-being and for the collective good.

The information below is intended to apply to individuals on campus currently and those who return on campus as part of different phases as noted below. In all cases a density of 50% or less is maintained except in patient areas where stricter standards on PPE are enforced.

Eligibility to Return to Campus

Stage One:
• Essential workers (health care, security, operations and maintenance)
• Clinical and some other faculty

Stage Two: June-July
• Additional research faculty and staff
• Graduate students (prioritized by school deans)

Stage Three: August
• Additional faculty
• All Student-facing staff
• Undergraduate students (with restrictions for residential student capacity)
• Graduate students

Stage Four: based on significant change in public health emergency
• All Students
• Additional administrators
• Additional faculty
• Additional staff
SECTION 3: Responsible Parties

**Policy recommendations:**
President’s Task Force, led by Provost Ira Katznelson

**Campus Safety Monitor:**
Donna Lynne, Senior Vice President and Chief Operating Officer of CUIMC

**Gateway Testing:**
Melanie Bernitz, Associate Vice President/Medical Director, Columbia Health

**Symptom Tracking:**
Donna Lynne, Senior Vice President and Chief Operating Officer of CUIMC

**Symptom data collection:**
Dan Driscoll, Vice President and Chief Human Resources Officer, CU Human Resources

**Tracking of all students:**
David Greenberg, Executive Vice President for University Facilities and Operations

**Tracking of resident capacity:**
David Greenberg, Executive Vice President for University Facilities and Operations

**Tracking of all staff:**
Ginny Kaplan, Assistant Vice President, HR Operations

**Tracking of all researchers:**
Ginny Kaplan, Assistant Vice President, HR Operations

**Tracking of all visitors:**
Jim McShane, Vice President, Public Safety

**Tracking CUIMC faculty/staff:**
Donna Lynne, Senior Vice President and Chief Operating Officer of CUIMC
Signage

**Stay Healthy**
- Wear a face covering
- Maintain 6 feet of physical distance
- Avoid touching face with hands
- Wash your hands more often

**Stand This Far Apart**
6 FT.

CUIMC Signage: Public Spaces

CUIMC Facilities Management and Campus Services installed the following signage in public areas:

- Generic building signage that outlines physical distancing and health and safety best practices
- Directional signage, floor markings and decals, and elevator signage
CUIMC Signage: School/Department-Specific

CUIMC schools/colleges, central units, departments, and clinical practice sites are responsible for providing their own specific signage

- Generic signage templates available via ResourceSpace (CUIMC Communications)
- Customized signage may be ordered through Columbia Print

Signage for Public Spaces

Stay Healthy
This is a Common Use Area
- Keep your personal items out of the way
- If you’re not using the restroom, close the door
- Wash your hands after using the restroom

Wash Your Hands More Often

Stay Healthy

Exit Here
Use this door to exit

Exit This Way

Max People
- Wear a face covering
- Maintain social distancing
- Use hand sanitizer
- Be aware of potential barriers
- Clean surfaces after leaving
- Follow any capacity requirements
APPENDIX

Signage: Instructions for Elevators and Stairs

USE STAIRS IF ABLE

Wait here if waiting

Columbia University
In the City of New York