



COVID-19
ADDENDUM

MERCY
COLLEGE

COVID-19 ADDENDUM TO THE STUDENT HANDBOOK

Revised August 2021

Mercy College is focused on protecting and supporting the health, wellness, safety, and welfare of our students, faculty, and staff, as well as the public with whom we interact, including visitors, contractors, and vendors (referred collectively in this document as Community Members). In response to this continued unprecedented global health concern, the College is implementing COVID-19 specific policies in compliance with New York State and local mandatory and recommended guidelines. The following policies are in effect for the 2021-2022 academic year and it is expected that all Mercy community members adhere to these policies. The College reserves the right to update this document and all related COVID-19 policies to be in line with the guidance that comes from local, state, and national public health agencies as well as government officials. Students are also required to abide by all other College Policies, including the Student Handbook, which includes the Code of Conduct.

Given the realities of this global pandemic, including the uncertainty with variants, even with the full availability of the COVID-19 vaccine and requiring such for our students, we anticipate that there will be cases of COVID-19 within our community and on campus. Despite our best efforts to control the spread of the virus, the College cannot guarantee a virus-free environment.

Our knowledge and understanding of the COVID-19 virus continue to evolve, and our policies and plan will be updated, as appropriate, as more information becomes available or as relevant guidelines, laws, ordinances are updated. Any updates to these guidelines will supersede all prior versions.

PROOF OF COVID-19 VACCINATION REQUIRED

In order for Mercy College to continue to maintain a safe and healthy environment, and to bring Mercy College back to the vibrant campus community it has always been, Mercy is requiring all on-campus students to provide proof of the COVID-19 vaccination before the start of the term and are strongly encouraging all employees to get vaccinated if able to do so. In addition, the College is asking all employees (including staff, core faculty and adjunct faculty) to voluntarily provide us their vaccination status so that we may assess what other safety measures may need to be implemented. Doing so is in line with what other peer institutions are doing, and we believe it is in the best interest of the entire College community. See [COVID-19 Vaccination Policy](#).

Prior to the start of the term, Mercy College students who plan to attend classes, activities and events on-campus and in-person are required to submit proof of their fully vaccinated status by uploading their information online in the [Student Health Portal](#) on or before August 15, 2021. Students who are required to provide proof of the COVID-19 vaccination include, but are not limited to, the following:

- Students attending any classes, activities, or events on any of Mercy's campuses.
- Students who reside in any on-campus housing at Mercy College.
- Students who participate in any NCAA-related activity.
- Students who participate in the Study Abroad Program.
- Students who participate in all clinical and experiential placements relating to Mercy College academic programs.

Exemptions

- Students have the right to seek an exemption due to an allergy or medical contraindication to receiving the vaccine. They must provide the declination form and a physician's statement.
- Students may also decline to provide proof of COVID-19 due to sincerely held spiritual or religious belief, practice, or observance. They must provide a declination statement (see below).
- Students who intend to be fully distance learning and shall not attend any on-campus, in-person classes, activities, or events, and shall not participate in a clinical or experiential placement or any Mercy College sponsored off campus activity or event may obtain a waiver from providing proof of the COVID-19 vaccination. They must submit the waiver form.

Students who decline providing proof of the COVID-19 Vaccination do so knowing these facts and Mercy College's vaccination requirements for students. They do so freely and voluntarily and shall assume all risks of the decision to decline the vaccination, including the risk of severe illness or death, as well as the risk posed to community members around them.

All students, regardless of vaccination status, are required to adhere to all COVID-19-related College policies, rules, and guides, including this COVID-19 Addendum to the Student Handbook.

Students who decline providing proof of the COVID-19 Vaccination may be required to adhere to additional measures to ensure the safety of the campus community is maintained which may include, but not be limited to continued mask-wearing and social distancing at all times, regular mandatory surveillance testing, and participation in on campus, in-person activities and events may be limited or denied. They may also be precluded from registering for future classes.

Students who decline submitting proof of the COVID-19 Vaccination may change their mind and submit proof of the COVID-19 Vaccination at any time.

WEEKLY COVID-19 TESTING PROTOCOLS

All students who will be on campus or engage in any level of in-person instruction or activity for the fall 2021 term will be required to submit of their COVID-19 vaccination through the College's health records management system. An exception to this requirement will be for student who have been granted a medical or religious exemption through the Office of ACCESSibility.

Students who have been granted an exemption, students who are partially vaccinated, and those who have yet to confirm their vaccination status with the College will be required to submit to weekly COVID-19 testing on-campus. This weekly testing requirement will continue until the College is in receipt of your completed COVID-19 vaccination documentation.

Note: Students required to be tested on a weekly basis must schedule an appointment via [Campus Bookings](#) where they will choose a day of the week and time of day that will be the day/time to be tested every week.

Failure to comply with this weekly testing requirement may result in the following sanctions:

- Failure to schedule a testing appointment via Campus Booking may result in restriction from campus **or suspension**.
- First unexcused absence for a scheduled COVID-19 test will result in a disciplinary warning.
- Second unexcused absence at any point during the term for a scheduled COVID-19 test will result in your being restricted from entering any campus building until you submit proof of a negative COVID-19 test taken within 48 hours of coming to campus to covidtesting@mercy.edu.
 - Students found on campus while being restricted from entry due a second unexcused absence for a scheduled COVID-19 test will be subject to suspension from the College for the balance of the term.
- Third unexcused absence at any point during the term for a scheduled COVID-19 test will result in suspension from the College for the term with the student having full financial responsibility for the term's charges.

Students will be permitted to appeal any of the above sanctions, in accordance with the College's Student Judicial Process found in the [Student Handbook](#).

HEALTH AND SAFETY GUIDELINES & REQUIREMENTS

Mercy College has implemented comprehensive safety measures to continue to prevent the spread of novel coronavirus. Students, like faculty, staff, and all other Community Members, are required to fully comply with these safety measures. Given the serious nature of the dangers still being posed by COVID-19, should a student fail to adhere to these guidelines, they may be subject to immediate removal from Mercy campuses, including housing, for the health and safety of our College community. Willful and repeated failure to adhere to these guidelines could lead to disciplinary action, with sanctions up to and including suspension or expulsion from the College.

Personal Safety Practices

The College's success will be contingent upon how well our community follows social distancing and health and safety protocols. As such, the following protocols are being maintained to ensure your health and safety and require a commitment of personal responsibility, which can be found in the MavCare Pledge (Appendix A).

I. Wear Face Coverings:

Face coverings are no longer required outdoors, though it is still encouraged where social distancing cannot be maintained and when there are large gatherings.

Appropriate use of face masks or coverings is critical in minimizing risk to others near you. Masks must continue to be worn indoors at all Mercy campuses, including in classrooms, in all common spaces (including but not limited to hallways, elevators, bathrooms, dining areas, libraries, shuttle buses, stairwells, etc.), and when near others. Masks may be removed when eating or when working in a private space. Mercy College will provide students with a reusable face mask upon request in the Office of Campus Safety. See the College's most up-to-date Fall 2021 Face Mask Policy available on the [Fall 2021 Return to Campus](#) webpage. Please also see the [CDC Guidance](#) regarding what are considered acceptable face coverings and the proper use and care of face coverings.

All Mercy College students, faculty, and staff reserve the right to kindly ask that students and other community members wear a face covering if they are not wearing one in a required setting.

II. Maintain Physical Distancing:

The College will ensure that there will be at least 3 feet distancing between desks in classrooms, consistent with the guidelines for K-12 schools. In addition, the following guidelines are in place to help ensure physical distancing and the safety of our community:

1. When outside the classroom, seek to stay at least 6 feet (about 2 arms' length) from other people at all times, to the extent practicable where individuals are not vaccinated or where vaccination status of others is unknown. This is especially important in crowded settings.
2. Do not gather in groups that exceed any current local, state, and federal guidelines, or Mercy College guidelines. Follow visual cues such as floor decals, colored tape, or signs that indicate where individuals should stand while waiting in line.

III. Hygiene, Cleaning and Disinfection

1. **Handwashing:** Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or used communal equipment (e.g., cafeteria, public transportation, shuttle, meeting room, classroom, communal photocopiers/printers, etc.), or after blowing your nose, coughing, sneezing, or touching your face. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth, and wash your hands after touching your face.
2. **Gloves:** According to the CDC, gloves are not necessary or recommended for general use and do not replace good hand hygiene. Washing your hands often is considered the best practice for common everyday tasks.
3. **Cleaning/Disinfection/Hand Sanitizers:** Facilities teams will clean classrooms and libraries based on CDC guidelines for disinfection protocols. Facilities Management will also maintain hand-sanitizer stations at major building entrances and other high-traffic areas. Building occupants should also wipe down commonly used surfaces before and after use with products that meet the EPA's criteria for use against COVID-19 and are appropriate for the surface. This includes any shared-space location or equipment (e.g., copiers, printers, computers, A/V and other electrical equipment, desks and tables, light switches, doorknobs, etc.).
4. **Cleaning Procedures for Impacted Spaces:** When a student or employee tests positive for COVID-19, cleaning procedures in accordance with state and CDC guidelines will be triggered and parts or all of an impacted campus may be closed depending on the circumstances.
5. **Coughing/Sneezing Hygiene:** If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Then throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20

seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

6. Food and Beverage

- a. **Generally:** Before and after eating, you should wash your hands thoroughly to reduce the potential transmission of the virus. If dining on campus, you should wear your mask or face covering until you are ready to eat and then put it back on afterward. Consumption of food is prohibited in classrooms during class-time and is prohibited in all Mercy College libraries.
- b. **Shared Food:** To minimize the risk of transmission of COVID-19, there should be no communal or sharing of food items among individuals in the form of buffets, potlucks, open food platters or the like. All gatherings with food must have individually packaged food items or be served by an attendant. Drinks should be limited to single individual bottle/can intended for one person.
- c. **Proof of Vaccination:** *Currently, due to a NYC Executive Order, anyone wishing to eat in Mercy's Bronx or Manhattan cafes must show proof of vaccination.*
- d. **Food Delivery:** To keep the College community safe, food delivery personnel (with the exception of those related to our contracted vendors) may not go beyond the designated entry of any building to deliver to individual classrooms, conference rooms, dorm rooms or other campus locations. Instead, employees and students must meet the delivery person at the designated entry to a building (except when isolation or quarantine is mandated, as set forth below).

IV. Additional Facilities and Gatherings Limitations

The College reserves the right to limit what events and gatherings will take place on campus, and off-campus at College-related events, as well as numbers permitted in any particular gathering. The College's policy will continue to adhere to the local, state, and federal COVID-19 guidance as it relates to gatherings and other College-related events, including strict adherence to guidelines relating to catered events.

In addition, currently Mercy requires approval by the Vice President for Operations and Facilities, the Provost, or the President for any indoor Mercy-related event with 50 or more attendees. For events with 50 or more people, proof of vaccination is required. Individuals with exemptions must contact the College's Equity Compliance Specialist, TitleIX.Equity@mercy.edu, in advance.

All College-supplied furniture and equipment must remain in the designated areas. Removal or relocation of College furniture and/or equipment from classrooms, libraries and common spaces is prohibited.

Students hosting and/or attending gatherings off-campus must comply with any local orders or ordinances that may be imposed.

For the health and safety of all community members, violations of these policies will not be taken lightly. Any violation will be referred to the Office of Community Standards and Student Conduct, which could immediately impact a student's ability to access college facilities and/or attend class in person.

V. Daily Symptom Monitoring

Prior to coming to any Mercy campus or other in-person location affiliated with the College, students must continue to conduct a self-health screening at home every day. While the Mercy SafeApp is no longer required, students may still use it as a diagnostic tool. The home screening questionnaire will seek to determine whether an employee has: (a) been in close contact—within 6 feet for at least 15 minutes—with anyone while they had COVID-19 or symptoms of COVID-19 during the past 14 days? If yes, have you had any symptoms within the last 10 days?; (b) tested positive on a COVID-19 diagnostic test in the past 10 days?; or (c) have experienced any new or worsening signs or symptoms of COVID-19—including a fever of 100.4 degrees F or greater, new cough, or shortness of breath—within the past 14 days. Currently, according to the CDC, symptoms of COVID-19 include one or more of the following:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Repeated shaking with chills
- Runny nose or new sinus congestion
- Muscle or body aches
- Headache
- Sore throat
- Fatigue
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

See CDC website for the most up-to-date guidelines:
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Note that according to the CDC, people who have been in close contact with someone who has COVID-19 are not required to quarantine if they have been fully vaccinated against the disease and show no symptoms.

VI. Experiencing Symptoms of or Confirmed to have COVID-19

Any student who is feeling sick or experiencing any symptoms of COVID-19, must notify the Health Office immediately at 914-674-7255, healthoffice@mercy.edu, or through the [Student Health Portal](#). Students may be required to be tested and directed to quarantine or isolate. See Quarantine and Isolation Procedures below for additional information.

VII. Reporting and Contact Tracing

All students who have tested positive or have been exposed to COVID-19 are expected to report to the Health Office at 914-674-7255, healthoffice@mercy.edu or through the [Student Health Portal](#) and cooperate with contact tracing efforts conducted by College officials and local Department of Health officials. The College will protect and maintain the confidentiality of your information as required by law. Students will be expected to quarantine or isolate. See Quarantine and Isolation Procedures below.

VIII. Visitors

In order to protect the health of the Mercy College community during the COVID-19 pandemic and prevent the spread of the virus, the College may maintain certain limitations on visitors to any College campus or location as needed. Access to all Mercy College buildings is restricted to students, faculty, staff, designated vendors and service operators, and invited guests (including parents/guardians, prospective students and families, board members, alumni, donors, partners, etc.) who are essential to our business operations. Other visitors are welcome by appointment only. Access to residential housing shall be restricted as set forth in the COVID-19 Student Addendum.

All employees, students, alumni, and visitors must comply with the guidelines set out in the [COVID-19 Interim Visitor's Policy](#). Departments are responsible for entering the required information for each visitor in the online Mercy Visitor Log, found in Mercy Connect under the Resources tab (for contact tracing purposes).

IX. Mental and Emotional Wellbeing

Mercy College understands that the COVID-19 pandemic has increased stress levels of students, not just here but across the nation and the world. Students who experience stress related to COVID-19 and would like to speak with a counselor immediately can call NYC's Emotional Support Line: 1-844-863-9314. You can also go to our [Helpful Links page](#) for more resources.

The Student Counseling Center offers appointments in-person and through the virtual platform, Doxy.me. To schedule an appointment, please email CounselingCenter@mercy.edu. Due to licensing restrictions, clinical appointments are only available to students who are located in the state of New York. If you are not in New York but would like an appointment, please contact us to discuss your options or visit us at <https://www.mercy.edu/student-affairs/counseling-services>.

X. Reasonable Accommodations

Students who may need any academic adjustments, or class, housing or mask usage accommodations relating to COVID-19 should review the College's *Reasonable Accommodations for Students*, contact the Office of ACCESSibility at accessibility@mercy.edu or (914) 674-7764, or contact the Health Office through the [Student Health Portal](#).

XI. Enforcement and Reporting

The policies and guidelines relating to COVID-19 are necessary in order to maintain a safe and healthy environment for everyone on Mercy's campuses. As noted above, failure to adhere to the requirements in this Guide, as well as other College policies, relating to COVID-19 could lead to immediate removal from campus or housing due to health and safety necessity. In cases of willful and repeated disregard of these policies, disciplinary action may be warranted under the Code of Student Conduct as well as **enhanced sanctions**, up to and including suspension or expulsion from the College.

If a student believes that other Community Members are not appropriately abiding by the restrictions relating to COVID-19, they can contact their PACT mentor, members of the Student Affairs staff, Residential Life staff, the Office of Human Resources, or the General Counsel. In addition, complaints can be made via the College's Whistleblower Hotline at 1-888-OK-MERCY (1-888-656-3729) or the online [Complaint Form](#), which offers anonymous

reporting and prohibits retaliation against anyone who reports a violation of College policy in good faith. For more information refer to the College's [Whistleblower Policy](#).

HEALTH AND SAFETY REQUIREMENTS FOR RESIDENTIAL LIFE STUDENTS

- I. **Face Coverings:** All resident students must wear a face covering in all common spaces in the residential areas, including but not limited to, hallways, laundry room, kitchens, stairways, and elevators. The following are exceptions to when and where a student is required to wear a mask/face covering:
 - a. When in your assigned room
 - b. When using communal bathrooms for showering and/or dental hygiene
- II. **Guest Policy:** Non-Residential students and non-Mercy individuals are not permitted into any residential area except as may be needed for College-related business, including Admissions tours.
- III. **ID Card Access Required:** Residential students are expected to carry their Mercy College ID cards with them at all times. Residential student ID cards are required to gain access to the residence hall in which a student resides.

QUARANTINE AND ISOLATION PROTOCOL AND PLANNING

Quarantine and Isolation help protect the public by preventing exposure to people who have or may have a contagious disease.

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. A typical quarantine period lasts 10 days. If symptoms develop, they must quarantine for a total of 14 days.

However, anyone who has had close contact with someone with COVID-19 and who meets the following criteria does **NOT** need to stay home:

- Someone who has been [fully vaccinated](#) and shows no symptoms of COVID-19 (though they should test 3-5 days after exposure), or
- Someone who has had COVID-19 within the previous 3 months **and**
- Has recovered **and**
- Remains without COVID-19 symptoms (for example, cough, shortness of breath)

Isolation separates sick people with a contagious disease from people who are not sick. Individuals who test positive for COVID-19 typically isolate for at least 10 days from the time they are tested, or symptoms first appear but could isolate for longer periods of time if symptoms persist.

Mercy College has developed procedures for both residential and commuter students who are required to quarantine or isolate due to possible exposure to COVID-19.

I. Who needs to quarantine?

Anyone who has been in close contact with someone who has COVID-19 and does not meet the exceptions related to vaccinations or having had COVID-19 cited above will need to quarantine. What counts as close contact?

- a. Being within 6 feet of someone who has COVID-19 for at least 15 minutes
- b. Providing care at home to someone who is sick with COVID-19
- c. Having direct physical contact with a person who has COVID-19 (touched, hugged, or kissed them)
- d. Sharing eating or drinking utensils with someone who has COVID-19

- e. Getting respiratory droplets on you after a person who has COVID-19 sneezed, coughed, etc.

II. Quarantine Procedures for Residential Students

If a residential student is informed through contact tracing or other methods that they were possibly exposed to COVID-19, the following procedures must be adhered to:

- a. If necessary, the resident student will be removed from their current assigned living space and moved away from other resident students.
- b. If the resident student lives within 200 miles of campus or is otherwise capable of returning home and has suitable space at home for quarantining, the student may return home for the duration of the quarantine period. The quarantine will not be at the student's expense.
- c. If the resident student does not return home, the student will be housed in a space designated by Residential Life.
- d. Mercy will ensure meals are delivered to the resident student while in quarantine.
- e. The resident student should inform in-person faculty members that they are required to quarantine, and will need to work out with their faculty member how to make up classes and school work. The resident student should also contact their assigned PACT mentor, HEOP counselor or COP counselor for additional support.
- f. The resident student will be contacted as necessary by a contact tracer to monitor their status. Medical and mental health referrals will be made as appropriate. Any development of COVID-19 signs and symptoms may require testing and referral to a medical provider.
- g. The resident student may move back into their assigned residential area after completing the state-mandated 10-day quarantine period, with continued self-monitoring and without presenting any symptoms of COVID-19. The resident student will be informed when they are eligible to return to their assigned room by the Health Office and/or the Office of Residential Life.

III. Quarantine Procedures for Commuter Students

If a commuter student is informed through contact tracing or other methods that they were possibly exposed to COVID-19, the following procedures must be adhered to:

- a. The commuter student must quarantine in their place of residence for the required 10 days.
- b. The commuter student should inform in-person faculty members that they are required to quarantine, and will need to work out with their faculty member how to make up classes and schoolwork. The commuter student should also contact their assigned PACT, HEOP counselor or COP counselor for additional support.
- c. The commuter student will be contacted as necessary by a contact tracer to monitor their status. Medical and mental health referrals will be made as appropriate. Any development of COVID-19 signs and symptoms may require testing and referral to a medical provider.
- d. The commuter student with in-person courses may return to campus for class after completing the state-mandated 10-day quarantine period, with continued self-monitoring and without presenting any symptoms of COVID-19. The commuter student will be informed when they are eligible to return to campus by the Health Office and/or a designated College official.

IV. Who needs to isolate?

Anyone who has tested positive for COVID-19 will need to isolate, whether or not they are displaying symptoms for COVID-19. COVID-19 is extremely contagious, meaning that it is easily transmitted from one person to another. Individuals who tested positive for COVID-19 or think they might have it because of their symptoms are advised to not come in close contact with others, including people they may live with. This is called "self-isolation."

V. Isolation Procedures for Residential Students

If a residential student tests positive for COVID-19, the following procedures must be adhered to:

- a. If necessary, the resident student will be removed from their current assigned living space and moved away from other resident students.
- b. If the resident student lives within 200 miles of campus or is otherwise capable of returning home and has suitable space in their home to isolate, the student may return home for the duration of the isolation period. The isolation will not be at the student's expense.
- c. If the resident student is incapable of returning home, the student will be housed in a space designated by Residential Life.
- d. The resident student in necessary isolation may not interact in person with other people in the hallway or common area and may not leave the building.
- e. If the resident student in necessary isolation needs an item from their regular housing assignment, they should contact their assigned Residential Life representative.
- f. The resident student who is in necessary isolation is not permitted to order take-out food for delivery to campus. Mercy will ensure meals are delivered to the resident student while in isolation.
- g. The resident student in necessary isolation will be contacted daily via phone or telehealth by Health Services to monitor their status. Medical and mental health referrals will be made as appropriate.
- h. The resident student should inform in-person faculty members that they are required to isolate, and work out with their faculty member how to make up classes and complete school work. The resident student should also contact their assigned PACT mentor, HEOP counselor or COP counselor for additional support.
- i. The Health Office will determine when the resident student is able to return to their regular housing assignment and in-person courses following the New York State Department of Health Release from Quarantine and Isolation guidelines.

VI. Isolation Procedures for Commuter Students

If a commuter student tests positive for COVID-19, the following procedures must be adhered to:

- a. The commuter student will be confined to their place of residence. If this is not possible, the commuter student should review the Hotel Program information below.
- b. The commuter student will be contacted daily via phone or telehealth by the Health Office to monitor their status. Medical and mental health referrals will be made as appropriate.
- c. The commuter student should inform in-person faculty members that they are required to isolate, and work out with their faculty member how to make up classes and complete school work. The commuter student should also contact their assigned PACT mentor, HEOP counselor or COP counselor for additional support.

- d. The Health Office will determine when the commuter student is able to return to campus for classes following the New York State Department of Health Release from Quarantine and Isolation guidelines.

VII. Isolation Hotel Program for Those with COVID-19 in New York City

Students who have tested positive for COVID-19 or think they might have it because they are experiencing signs or symptoms may qualify for isolation in a hotel, free of charge, for up to 14 days if they do not currently have a safe place to self-isolate. This can mean:

- a. Their home does not have space for them to stay six feet away from others
- b. They share rooms or a bathroom
- c. They live with someone who is vulnerable

Hotel rooms are also available for New York residents who do not have COVID-19 but live with someone who has COVID-19.

Students who are currently at home and think they may have COVID-19 can call 311 or 844-NYC-4NYC (1-844-692-4692) between the hours of 9 a.m. and 9 p.m.

A medical provider will assess their situation and then refer them to a hotel if appropriate.

VIII. Preparation for Quarantine or Isolation

Students who are asked to quarantine or isolate by the College will not be able to go back to their assigned living space to gather supplies. They will also be unable to leave their quarantine or isolation space during the quarantine/isolation period. To prepare for this, students should assemble a Go-Kit before arriving to campus so that another individual can easily pick it up and deliver it to them. Recommended Go-Kit supplies include:

- a. **Cleaning Supplies:** Students should pack EPA-approved disinfecting wipes to use in their living spaces before, during, and after any possible isolation or quarantine. They will need to use these in any common areas of their residence while they are in isolation, quarantine, or anytime they are not feeling well.
- b. **Self-care Medicine:** Students should pack fever/pain reducers such as acetaminophen (Tylenol) or ibuprofen (Advil). They should not use multi-symptom medications in combination with these as it can be easy to take too much. They may want to pack lozenges for sore throats and cough medications.
- c. **Prescription Medications:** Students should pack several days' worth of any prescription medications they need. They should speak with their provider about how to access medications while they are in quarantine or isolation.
- d. **Face Coverings:** Students should pack multiple face coverings so that they can wear a fresh one each day.
- e. **Comfort Food:** Students should pack their favorite snacks and drinks, along with a reusable water bottle. Mercy will ensure meals are delivered to residential students in quarantine or isolation, but their favorite snacks can sometimes provide comfort. Commuter students should maintain a supply of food at home and be knowledgeable about ordering food delivery from their local grocery store.
- f. **Comfortable Clothes:** Students are encouraged to pack a few days' worth of comfortable clothes, including two weeks' worth of undergarments.
- g. **Hygiene Supplies:** Students should pack shampoos, soap, toothbrushes, toothpaste, feminine products, etc.

- h. Towels:** Depending on the quarantine or isolation location, students may need to bring a spare towel. Students should bring more than one towel if possible.
- i. Spare Set of Twin XL Sheets:** Depending on the quarantine or isolation location, students may need to bring a spare set of bedsheets. Students can use their pillow and blanket from their current bed.
- j. Phone and Laptop Chargers:** Students should pack chargers for all electronic devices they plan to use.
- k. Self-Care Items to Support Well-Being:** These may include art supplies, puzzles, crafts, playing cards, portable exercise equipment (fitness bands, hand weights or yoga mat) or books, etc.

In addition to the Go-Kit, students should ensure their academic materials (laptop, books, etc.) are readily accessible to be brought to them. If students forget anything, the Campus Bookstore will have supplies available for purchase. They can also communicate with Residential Life staff to coordinate delivery of any items they may have forgotten in their room.

SHUTDOWN

In the event the College is forced to shut down, in whole or in part, relating to COVID-19, the College has a contingency plan in place for continuing education remotely, in accordance with directions from the College's Emergency Response Team.

If Mercy College is required to close and/or if students are required to vacate the housing premises by federal, state, or local governmental authorities or applicable law, or if Mercy College determines such action to be warranted, in light of continuing or potential impacts of the COVID-19 pandemic, Mercy College expects to do what it did in Spring 2020 (when required by state order to close the campus), which was to refund students a pro rata portion of the housing charges attributable to the period during which such action becomes necessary. Mercy College's calculation of the amount of a refund pursuant to this paragraph shall be binding absent manifest error. If a student elects to vacate their assigned unit due to their own illness or based on concerns related to COVID-19 (or otherwise), or due to quarantine or isolation during the course of the term, in the absence of such a mandated departure, refunds, if any, will be determined in accordance with paragraphs 3 and 10 of the Contract for Housing at Mercy College, and the schedules referred to in paragraph 3 of that Contract.

All other Mercy College policies, rules, and regulations, including the College Catalog and Bulletin, shall remain in effect.

CONCLUSION

It is expected for all Mercy College students to be informed not only on the policies referenced in the Student Handbook, but to also educate themselves on the health and safety guidance set forth by Mercy College, the Center for Disease Control and Prevention (CDC) and New York State.

- I. Mercy College Fall 2021 Return to Campus: <https://www.mercy.edu/campus-life/fall-2021-return-campus>
- II. CDC: <https://www.cdc.gov/coronavirus/2019-ncov/>
- III. NY State: <https://coronavirus.health.ny.gov/home>

As we return to campus in the fall and begin this "new normal," we understand that students may have concerns about their safety and well-being. We want every student to be assured that we are taking their concerns and their well-being seriously. Student questions and concerns should be addressed to your PACT mentor and/or the Office of Student Affairs.

APPENDIX A

COVID-19 MAVCARE PLEDGE

In addition to the COVID-19 Code of Student Conduct policies, Mercy College developed the **MavCare Pledge**. This is a set of principles and daily actions that reflect guidelines from public health experts and agencies allowing us to create a healthy and safe environment conducive to the Mercy experience.

As a Maverick, I pledge that I will adhere to the following principles in order to ensure a safe and healthy return to campus:

1. Wear My Face Mask Where Required

Mavs commit to wearing a face covering (or other appropriate safety gear) while indoors on campus.

2. Adhere to the COVID Vaccine Policy

Mavs commit to only attending in-person courses on campus if they are fully vaccinated and uploading their vaccination status in the [Mav Health and Wellness Portal](#) or by having an approved medical or religious exemption.

3. Wash My Hands Frequently

Community members commit to rigorously practicing hand hygiene and cough etiquette. Wash hands often with soap and water for at least 20 seconds, especially after having been in a public place, or after blowing one's nose, coughing or sneezing. Avoid touching eyes, nose, and mouth with unwashed hands. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.

4. Clean and Sanitize

All employees will be required to clean and sanitize their workspaces and common spaces throughout the day, between shifts and at the close of each day. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, and keyboards. Cleaning supplies will be provided to employees by the College. Classrooms will be cleaned on an enhanced schedule by facilities.

5. Monitor My Health Every Day

Before coming to campus, members of the Mercy community commit to conducting symptom monitoring daily. COVID-19 signs and symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat or a new loss of taste or smell. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting or diarrhea.

6. Stay Home If I'm Sick or Exposed to Someone with COVID-19

Mavs experiencing signs or symptoms of COVID-19 will stay home or leave campus immediately and seek medical evaluation by calling their primary care physician or get tested. Employees who are diagnosed with probable or confirmed COVID-19 will report their diagnosis to the Office of Human Resources; students who are diagnosed with probable or confirmed cases will report their diagnosis to Mercy's Office of Health and Wellness. Reporting will facilitate contact tracing and will follow other guidance about isolation or quarantine.

7. Mavs Will Help and Respect Mavs

Mavs commit to being patient and courteous to their fellow Mavericks during this unusual time and provide help to anyone around who may be in need of support.