



# **THOMAS COLLEGE RETURN TO CAMPUS SAFELY PLAN**

SPRING 2022

# Return to Campus Safely Plan Spring 2022

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## Overview

The health and safety of the entire Thomas College community has guided our decision-making process throughout the pandemic. Mitigation measures like vaccination, masking, and testing keep our community safe and in-person. Thomas College demonstrated what is possible when a community unites behind a cause larger than any one member.

This Return to Campus Safely Plan is designed to provide a nearly normal experience while keeping our commitment to health and safety. Here are some highlights:

- **COVID-19 vaccination is required for all in-person students, faculty, and staff.** Getting the COVID-19 vaccine is the single biggest risk mitigation act a community member can take. **The CDC currently recommends boosters for all eligible individuals.**

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- **Vaccinated community members will not be required to test** unless specifically asked to do so by the College.
- **Vaccinated community members are not required to wear masks/face coverings** on campus **unless clearly communicated by the College**. The College will monitor and publicly display the community spread rates for Maine and our region, including any CDC recommendations. Fully vaccinated students, faculty, and staff are encouraged to wear masks according to their level of comfort.
- **Unvaccinated community members** will be required to participate in additional mitigation protocols such as masking and testing.
- Classrooms and offices will operate at normal capacities.
- Dining will remain de-densified to provide an extra level of safety.
- Guests are required to wear masks if they are not vaccinated.
- If overnight guests are allowed, they must be vaccinated.

Thomas College is committed to regularly revisiting this plan and updating policies to address changes and keep the campus community safe. All Thomas College community members will be asked to sign a current Terrier Pledge as our collective commitment to maintain a safe, productive, and fun environment.

### Terrier Pledge

All students and employees are required to sign a current Terrier Pledge:

The Thomas College community is a caring, supportive, and resilient one. Each of us must be leaders and accept and embrace the call to service that will protect everyone in our community. Our dedication and determination will create the safest possible space in which we all can live, learn, and work together.

**As an informed and vital member of the Thomas College community, I agree and commit to protect myself, protect my family, protect my friends, and protect the entire Thomas College community in the following ways:**

- As an **individual**, I pledge to:
  - Take personal responsibility for my own safety and well-being
  - Self-screen daily for COVID-19 symptoms
  - Stay at home if I do not feel well
  - Participate in all current and future campus health and safety mitigation efforts
  - Practice good hygiene, including frequent hand washing and sanitizing
- As a caring and responsible **member of this community**, I pledge to:
  - Respect and support the choices of our diverse community members
  - Realize and respect everyone has their own unique path to mental and physical recovery from the stress and strain caused by the pandemic
  - Respect and honor personal requests for me to mask when in close personal contact with individuals who may have health challenges
  - Help to keep community shared spaces sanitary and clean
  - Regularly monitor campus communications for updates
  - Show leadership and kindness in the service to our community
- If I am an **unvaccinated** community member, I pledge to:

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- Acknowledge and understand that as an unvaccinated individual I may be at increased risk of contracting COVID-19 and its variants
- Strictly adhere to all masking and mitigation requirements
- Participate in the College's COVID-19 testing program

### Health and Safety

#### Vaccination Policy

**All in-person students, faculty, and staff are required to be fully vaccinated against COVID-19.** Getting the COVID-19 vaccine is the single biggest risk mitigation act a community member can take.

As currently defined by the CDC, someone is considered **“fully vaccinated”** two weeks after receiving the second Pfizer or Moderna shot, or two weeks after receiving a single-dose Johnson & Johnson vaccine **AND** their vaccination(s) are on file with Thomas College. All others are considered unvaccinated. **Please note that the CDC currently recommends boosters for all eligible individuals. Please provide proof of your booster shot to the College.**

#### *Student Guidance:*

- All students who attend classes on campus must be fully vaccinated against COVID-19 **AND** have submitted their vaccination cards to the Health Center **BEFORE** you arrive on campus.
- The College will allow limited vaccine exemptions. Students, please contact the [Health Center](#) for more information.

#### *Faculty and Staff Guidance:*

- All faculty and staff must be fully vaccinated against COVID-19 **AND** have submitted their vaccination cards to Human Resources.
- The College will allow limited vaccine exemptions. Faculty and staff, please contact [Human Resources](#) for more information.

#### *How to Submit Proof of Vaccination for Students:*

Students should submit their vaccination record to the [Health Center](#) using one of the methods below:

- Scan and email the vaccination card (please be sure to conceal your date of birth).
- Take a photograph of your vaccination card using your smart phone and email (please be sure to conceal your date of birth).
- Deliver a photocopy of the vaccination card (please be sure to conceal your date of birth) – call the Health Center before going over.
- Bring your original vaccination card and the College will make a copy – call the Health Center before going over.
- Students, new and returning, may upload a copy of the vaccination card via myThomas and/or the New Student Day dashboard (please be sure to conceal your date of birth).

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### *How to Submit Proof of Vaccination for Employees:*

Employees should submit their vaccination record to [Human Resources](#) using one of the methods below:

- Scan and email the vaccination card (please be sure to conceal your date of birth).
- Take a photograph of your vaccination card using your smart phone and email (please be sure to conceal your date of birth).
- Deliver a photocopy of the vaccination card (please be sure to conceal your date of birth).
- Bring your original vaccination card and the College will make a copy.

### Masks/Face Coverings

Vaccinated students, faculty, and staff are not required to wear masks/face coverings on campus **unless clearly communicated by the College.**

Unvaccinated students, faculty, and staff are required to always wear masks/face coverings inside all buildings. Exceptions include:

- When alone in an individual office/space.
- When alone and/or with one's roommate in their own room.
- Within the Dining Center, Jeanie's Café and Dog Pound, face coverings/masks can be removed only while seated at a table for the purpose of eating.

Face shields may be an alternative for unvaccinated students and employees who face medical, behavioral, or other challenges or who are unable to wear a mask/face covering. Employees seeking an accommodation to use a face shield should contact Michelle Joler-Labbe in the HR Office. Students should contact Lisa Desautels-Poliquin in the Student Affairs Office.

**Thomas College reserves the right to change this policy and require mask/face coverings, regardless of vaccination status, if a situation/event warrants its use in the interest of community safety.**

### Campus Testing Program

All unvaccinated students and employees must participate in the Thomas College campus testing program. All individuals new to Thomas College, participating in the campus testing program, must first sign a consent form by logging into their myThomas account. Unvaccinated students and employees who do not consent to testing will not be allowed on campus for any reason. Testing is currently once a week, but this may change as circumstances dictate. Testing information can be found posted on TVs, listed on the Thomas College homepage, and through email communications.

**Vaccinated students and employees are not required to participate in a regular testing program but must test if asked to do so by the College.**

### Positive Test Protocol:

If you test positive for COVID-19, please follow Maine CDC protocol:

- [General Information](#)
- [What To Do If You Are Sick](#)

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**You are required to report all positive COVID-19 tests to the College.** For employees, please provide a copy of the positive test result to Michelle Joler-Labbe in HR. For students, please provide a copy of the positive test result to Cheryl Daggett in the Health Center.

### Close Contact Protocol:

Close contact means:

- Being within 6 feet of an infected person for a total of 15 cumulative minutes or more over 24 hours
- Providing care at home to someone who is sick with COVID-19
- Direct physical contact with an infectious person (ex: hugging/kissing)
- Sharing eating or drinking utensils
- Being exposed to respiratory droplets from an infectious person (ex: sneezing/coughing)

If you meet the above conditions for **Close Contact**, please follow Maine CDC protocol:

- [General Information](#)
- [What To Do If You Are Sick](#)

**PLEASE NOTE:** All students (regardless of vaccination status) who are required to quarantine or isolate will need to make their own arrangements to do so off-campus. Limited exceptions will be coordinated as needed.

### Campus Access and Guest Policy

The Thomas College campus is open to members of the Thomas College community and their invited guests. Guests will be permitted on campus and must be hosted by an individual or department. A guest is defined as an individual who is not a current employee or student at the college. Guests include prospective students and their families, alumni, friends and family of current students, faculty and staff, and other individuals coming to campus for official campus business or meetings, such as board members and donors. **The College may limit guest access at any time to help ensure the safety of the community.**

It is the host's responsibility to inform their guest of the College's guidelines. When the guest arrives on campus, please review screening questions, and remind them of the following:

#### *Screening:*

- Guests who do not feel well or who exhibit any symptoms associated with COVID-19 (fever, runny nose, cough, etc.) may not come to campus.
- Guests who have been exposed directly in the previous 10 days to someone suspected or confirmed with COVID-19 or someone exhibiting symptoms of COVID-19 may not come to campus.

#### *Register All Guests:*

- After screening, the host should contact Safety and Security and provide the following information: name of host; name of visitor; date/time of visit; location(s) on campus where guest will visit and guest phone number.

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- Exception: candidates for employment should be registered with HR.

**NOTE:** Registering a guest confirms that they understand and have met screening requirements.

### *Visit Safety:*

- Unvaccinated guests must always wear a mask/face covering when indoors.
- Guests are considered vaccinated two weeks after receiving the second Pfizer or Moderna shot, or two weeks after receiving a single-dose Johnson & Johnson vaccine.
- Gatherings of 50 or more guests require that all are masked while indoors on campus.
- Thomas College reserves the right to require mask/face coverings for guests, regardless of their vaccination status, if a situation/event warrants its use in the interest of community safety.

### *Employment Interviews:*

- Notify HR of the name of the candidates(s) and when they will be on campus.
- Follow all guest and visitor protocols (see above).
- The search committee can either join using a virtual meeting platform or in-person.
- Facial covering policies must be followed during the on-campus interview (see above).

### *Online students and faculty:*

- Any online students and faculty who come to campus for a limited purpose are considered “**guests**” and must adhere to guest protocols during their time on campus.

**NOTE:** The host is responsible for disinfecting and/or assuring all areas used by the guest are disinfected after the meeting/visit.

## Travel

Thomas College recommends that all individuals should take appropriate precautions and follow the Maine CDC health guidelines while traveling. For up-to-date domestic and international travel guidelines please go to: [Maine CDC Travel Guidelines](#).

## Noncompliance

Noncompliance with these health and safety policies places our community’s health at risk and could substantially disrupt our operations. The entirety of this policy is considered mandatory. Individuals who do not abide by the policy will be subject to corrective and/or disciplinary action up to and including expulsion from school or termination of employment.

## Student Resources

### Athletics

Thomas College is committed to providing as close to “normal” an athletic experience throughout the year. Unvaccinated students will be required to mask during all athletic-related activities. Clear safety guidelines will be communicated to protect competitors and spectators. These guidelines may change throughout a season in response to changes in the pandemic and the policies of other schools. These will be clearly communicated to the student body prior.

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### Physical and Mental Health Services

Thomas College is committed to delivering a continuity of care in a safe environment. The following policies apply to students seeking physical and mental health services.

#### *Health Center:*

Vaccinated students will have all options for services: walk-in, appointment, or telehealth. Students may walk in unless directed otherwise. Unvaccinated students will need to make an appointment. All students will need to wear a mask when using the Health Center. All students should self-screen before arrival to Health Center. If experiencing any COVID or Upper Respiratory Symptoms – students should call health services **BEFORE** going to clinic. Additional weekend hours have been added on Saturdays from 10am to 2pm.

#### *Counseling Services:*

Individual counseling services are available to students using telehealth counseling appointments only. Students can call or email the counselor to schedule appointments. A private space will be reserved on campus for student telehealth counseling sessions. Additional counseling hours will be available to better meet student needs. Please contact Carol Jollotta, LCSW ([carol.jollotta@thomas.edu](mailto:carol.jollotta@thomas.edu)) with questions.

### Student Activities

Thomas College is committed to offering a range of activities and events on and off campus that allow students to gather safely and enjoy themselves. Unvaccinated students will be required to mask at indoor events. It is the College's goal to provide as "normal" an experience as possible. Any safety guidelines, specific to activities and events, will be clearly communicated prior.

### Dining

Thomas College will continue to provide a full offering, de-densified dining experience that allows students to gather in a safe setting. Clear guidelines will be posted in each of the dining settings around campus. All students will be permitted to unmask while eating.

### Residential Life

Members of the Thomas College community and their invited guests are expected to follow these policies while in campus residences.

#### *Daily Screenings:*

Residents will continue to self-screen daily. If symptomatic, the resident should remain in their room and contact the Health Center immediately and follow any corresponding directions.

#### *Facial Coverings:*

Fully vaccinated residents are not required to wear masks in the residences **unless clearly communicated prior by the College.**

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Unvaccinated residents must always wear facial coverings/masks inside all residences. They may remove masks once inside their room if it is only them and/or their roommate present. If others are visiting, a mask is required to be worn.

### *Residence Guests:*

All residence guests must be fully vaccinated, including family, and must be registered with Safety and Security prior to arrival. All must follow the guest protocols listed above. The College may limit guest access in the residence halls to ensure the safety of the community.

### *Residential Common Spaces:*

All common spaces in the residences will remain at “normal” capacity.

### For More Information

- Housing and general questions please contact Lisa Desautels-Poliquin ([lisa.desautelspoliquin@thomas.edu](mailto:lisa.desautelspoliquin@thomas.edu))
- Athletic questions please contact Chris Parsons ([christoper.parsons@thomas.edu](mailto:christoper.parsons@thomas.edu))
- Student Activities questions please contact Jim Delorie ([james.delorie@thomas.edu](mailto:james.delorie@thomas.edu))
- Health Center questions please contact Cheryl Daggett ([cheryl.daggett@thomas.edu](mailto:cheryl.daggett@thomas.edu))
- Counseling questions please contact Carol Jollotta ([carol.jollotta@thomas.edu](mailto:carol.jollotta@thomas.edu))

## Staff and Faculty Resources

### Shared Office Space

Vaccinated employees are not required to wear masks in shared office space **unless clearly communicated by the College**. Masks need to be worn by unvaccinated employees when in the shared space. Masks do not have to be worn if there is a wall in between the offices. Contact Michelle Joler-Labbe ([hr@thomas.edu](mailto:hr@thomas.edu)) or your supervisor if you have questions or concerns.

### For More Information

If you are seeking more information, we recommend referring to sources considered credible and informed. This includes the following websites:

- [Center for Disease Control and Prevention \(CDC\)](https://www.cdc.gov)
- [CDC COVID-19 Website](https://www.cdc.gov/covid19)
- [CDC Travel Advisories](https://www.cdc.gov/travel)
- [U.S. State Department Smart Travel Program](https://travel.state.gov)
- [www.Get-Tested-COVID19.org](https://www.get-tested-covid19.org)

Thomas College maintains an updated COVID information website.