Hybrid Learning Safety Plan for In-Person Instruction
Contents
Introduction ......................................................................................................................... 6
Philosophy ......................................................................................................................... 6
    The Unity College Mission ............................................................................................. 6
6 Key Concepts for Adapting to Covid-19 ........................................................................... 6
The Unity College Ram Pledge ............................................................................................ 7
    Core Values ................................................................................................................... 7
Key Criteria for In-Person Instruction .................................................................................. 7
Health Code Levels ............................................................................................................ 7
    Definitions of Alert Level ............................................................................................. 7
    Green Alert Level .......................................................................................................... 8
    Yellow Alert Level ......................................................................................................... 8
    Orange Alert Level ........................................................................................................ 8
90 Quaker Hill Campus Access ............................................................................................ 9
Training .............................................................................................................................. 9
Covid-19 Vaccines ............................................................................................................. 9
Face Masks ........................................................................................................................ 10
Hand Hygiene .................................................................................................................... 10
Daily Screenings ................................................................................................................ 10
Academics .......................................................................................................................... 11
    Health Code Levels ...................................................................................................... 11
    Classrooms & Labs ...................................................................................................... 11
    Field trips ..................................................................................................................... 11
    Accommodations ......................................................................................................... 11
Academic Support and Advising ........................................................................................ 11
    Learning Coaches ....................................................................................................... 11
Recruiting ........................................................................................................................... 12
    Health Code Levels ...................................................................................................... 12
    Overview ....................................................................................................................... 12
    90 Quaker Hill Road Prospective Student Access ......................................................... 12
Athletics ............................................................................................................................. 12
    Health Code Levels ...................................................................................................... 12
    Varsity Sports .............................................................................................................. 12
Intramural Sports ................................................................. 12
Fitness Center and Recreational Fields ................................... 12
Communications .................................................................... 12
General Key Messages and Themes ......................................... 12
Communication Channels ........................................................ 13
Website .................................................................................. 13
https://unity.edu/hybrid-learning/campus-access/ ....................... 13
Rave ..................................................................................... 13
Email ...................................................................................... 13
Social Media ............................................................................ 13
Press releases .......................................................................... 13
Physical and digital signage ...................................................... 13
Dining Services ........................................................................ 14
Health Code Levels .................................................................. 14
Guests .................................................................................... 14
Seating ................................................................................... 14
Face Masks .............................................................................. 14
Signage ................................................................................... 14
Hand-sanitizing stations ........................................................... 14
Face Masks .............................................................................. 14
Health Code Levels .................................................................. 14
Face Mask Policy ..................................................................... 15
Walking on Campus/Outdoor Areas ........................................... 15
In Living Units ........................................................................ 15
Classrooms ............................................................................. 15
In Offices ................................................................................ 16
Public Areas inside ................................................................... 16
Public Areas outside ................................................................. 16
Wyman .................................................................................... 16
Facilities .................................................................................. 16
Safety Shields .......................................................................... 16
Custodial ................................................................................ 17
Cleaning classrooms ................................................................. 17
Cleaning offices ............................................................................................................. 17
Cleaning public rest rooms ......................................................................................... 17
Cleaning residence halls ............................................................................................... 17
Cleaning Protocols ....................................................................................................... 17
Maintenance .................................................................................................................. 17
Conducting maintenance .............................................................................................. 17
HVAC and Ventilation ................................................................................................. 17
Residences .................................................................................................................... 18
Work Requests in Residents’ Room ............................................................................. 18
Public Safety ................................................................................................................ 18
Health Code Levels ..................................................................................................... 18
Procedures and Protocols ............................................................................................ 18
Transportation .............................................................................................................. 18
Health Code Levels ..................................................................................................... 18
Vans ............................................................................................................................... 18
Gatherings ..................................................................................................................... 19
Outside ......................................................................................................................... 19
Inside ............................................................................................................................. 19
Health Services .......................................................................................................... 19
Health Code Levels ..................................................................................................... 19
Counseling ..................................................................................................................... 19
Medical .......................................................................................................................... 19
Symptom Monitoring ................................................................................................... 19
Covid-19 Vaccines ....................................................................................................... 20
Testing ............................................................................................................................ 20
Contact Tracing ........................................................................................................... 20
Housing and Residence Life ....................................................................................... 21
Health Code Levels ..................................................................................................... 21
6 Key Concepts for Adapting to Covid-19 Well ........................................................... 21
Residence Halls Focus ................................................................................................. 21
Residence Life staff ..................................................................................................... 21
Quarantine housing ..................................................................................................... 21
Quarantine ..................................................................................................................... 21
Covid-19 Positive Test Procedure: In-Person Students .......................................................... 22
Social distancing .................................................................................................................. 23
Definition ............................................................................................................................. 23
Inside ................................................................................................................................. 23
Face Masks ......................................................................................................................... 24
Rooms ................................................................................................................................. 24
Common Rooms ............................................................................................................... 24
Kitchenettes and Kitchens ............................................................................................... 24
Bathrooms .......................................................................................................................... 25
Laundry Rooms ................................................................................................................... 25
Study Rooms ..................................................................................................................... 25
Guests ................................................................................................................................. 25
Visitors in Residents’ room ............................................................................................... 25
Resident Advisors ............................................................................................................. 25
Programming .................................................................................................................... 25
Floor Meetings .................................................................................................................. 25
Peer Counseling ................................................................................................................ 25
Residence Life Campus-Wide Programming .................................................................... 25
Cleaning Routine in the Residence Halls .......................................................................... 25
Student Rooms/Suites: ..................................................................................................... 26
Move In .............................................................................................................................. 26
Library ................................................................................................................................. 26
Health Code Levels .......................................................................................................... 26
Faculty, staff, and students ............................................................................................... 26
Public .................................................................................................................................. 26
Leaving Campus ................................................................................................................ 27
Health Code Levels .......................................................................................................... 27
New Student Orientation .................................................................................................. 27
Offices ................................................................................................................................. 27
Health Code Levels .......................................................................................................... 27
Outdoor Recreation .......................................................................................................... 27
Health Code Levels .......................................................................................................... 27
Student Activities ............................................................................................................. 27
Introduction
This plan outlines the key guidelines for Hybrid Learning to offer in-person instruction safely while the Covid-19 pandemic persists. This plan assumes that some students will be living in campus settings such as 90 Quaker Hill Road and Sky Lodge, among other locations. This plan also assumes a fully vaccinated campus, where all students, staff, and faculty participating in in-person classes and being on campus, are completely vaccinated against the Covid-19 virus as defined by the CDC. This plan additionally takes into account the recent CDC updates for institutions of higher education.

This plan will address additional policies required beyond the Hybrid Learning Student Handbook.

This plan is a living document. While the Covid-19 pandemic exists the public health situation can change rapidly. Unity College is committed to regularly revisiting this plan and updating policies to address changes and ensure the safety of students and employees. The current plan is posted on the Unity College website (unity.edu).

Philosophy

The Unity College Mission

Through the framework of sustainability science, Unity College provides a liberal arts education that emphasizes the environment and natural resources. Through experiential and collaborative learning, our graduates emerge as responsible citizens, environmental stewards, and visionary leaders.

One of the fundamental tenets of this plan is that the policies regarding Covid-19 apply equally to Hybrid Learning students, staff, and faculty. This plan will not work if, for example, faculty and staff have one standard for vaccinations and students another.

This plan also strives to uphold Unity’s core values. Faculty, staff, and students should demonstrate integrity in their actions and treat each other with respect. Shared social responsibility is at the heart of the plan as both students and employees are called upon to uphold policies such as the Covid-19 vaccination policy. It will take everyone working together to make this plan a success.

6 Key Concepts for Adapting to Covid-19

| 1) Clearly Defined Goals | • Deliver academics safely  
| | • Provide safe interactions between employees and students  
| | • Provide safe housing and dining  
| | • Provide safe living learning community development  |
| 2) Focus on the Essential | • Academics  
| | • Housing  
| | • Dining  
| | • Health Services  
| | • Facilities  |
| 3) Use multiple strategies & methods | • Fully vaccinated campus  
| | • Daily self-check of symptoms  
| | • Good hygiene  |
| 4) Individualize | • Ensure consistency  |
The Unity College Ram Pledge

Together, the faculty, staff, and students of Unity College take the Unity Pledge to safeguard the safety of all members of the Unity College community during the Covid-19 pandemic. It takes a whole community working together to protect its members from the dangers of Covid-19.

Core Values

The Unity Pledge lives at the heart of Unity’s core values. We must respect the safety of everyone with whom we come into contact. We must engage in purposeful reflection on requirements Covid-19 brings to us to ensure the integrity of our living community. Shared social responsibility is at the heart of this pledge as we are called upon all to uphold social distancing and face mask policies. Our resilience will be tested as we respond to the changing Covid-19 environment. Our cultural competency will allow us to adjust to the cultural differences that exist among us. We pledge to be innovative as we face the new challenges that Covid-19 brings. And finally, we pledge to be accountable to the policies created to protect ourselves and each other from Covid-19.

Key Criteria for In-Person Instruction

- A vaccine for Covid-19 is widely distributed.
- All students attending in-person classes or are living on campus are fully vaccinated and boosted.
- All faculty instructing in-person classes or are on campus are fully vaccinated and boosted.
- All staff on campus are fully vaccinated and boosted.

Health Code Levels

Definitions of Alert Level

**Green Level (Low)** Waldo County (or other applicable location for in-person learning) is rated “green” according to the color-coding system for risk level adopted by the CDC (https://covid.cdc.gov/covid-data-tracker/#county-view). At “green” new cases per 100,000 persons in the past 7 days in Waldo County is less than 10.

**Yellow Level (moderate)** Waldo County (or other applicable location for in-person learning) is rated “yellow” according to the color-coding system for risk level adopted by the CDC (https://covid.cdc.gov/covid-data-tracker/#county-view). At “Yellow” new cases per 100,000 persons in the past 7 days in Waldo County is between 10 to 19.

**Orange Alert Level- (high)** Waldo County (or other applicable location for in-person learning) is rated “Orange” according to the color-coding system for risk level adopted by the CDC (https://covid.cdc.gov/covid-data-tracker/#county-view). At “Orange” new cases per 100,000 persons in the past 7 days in Waldo County is greater than 19.
<table>
<thead>
<tr>
<th>Area</th>
<th>Green Alert Level</th>
<th>Yellow Alert Level</th>
<th>Orange Alert Level</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academics</strong></td>
<td>In-person classes and labs</td>
<td>In-person classes and labs</td>
<td>Reduced capacity in labs and classrooms to allow for social distancing (6-foot distance, or as then-recommended by CDC guidelines).</td>
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<tr>
<td></td>
<td>Quimby Library open to employees, students, and approved public guests.</td>
<td>Quimby Library open to employees, students, and approved guests.</td>
<td>Partner/group work may be limited.</td>
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<td>Instructional modality adjustments (mix of in-person and remote) may be required for in-person classes to allow for reduced capacity.</td>
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<td>Quimby Library open to employees, students, and approved guests.</td>
</tr>
<tr>
<td><strong>Athletics and Recreation</strong></td>
<td>Athletics suspended</td>
<td>Athletics suspended</td>
<td>Athletics suspended</td>
</tr>
<tr>
<td></td>
<td>Fitness Center open to employees and students.</td>
<td>Fitness Center open to employees and students.</td>
<td>Fitness Center open to employees and students.</td>
</tr>
<tr>
<td><strong>Buildings</strong></td>
<td>Academic and administrative buildings open to employees and students.</td>
<td>Academic and administrative buildings open to employees and students.</td>
<td>Academic and administrative buildings open to employees and students.</td>
</tr>
<tr>
<td><strong>Dining</strong></td>
<td>Wyman open to employees, students, and approved public guests.</td>
<td>Wyman open to employees, students, and approved guests.</td>
<td>Wyman open for employees, students and approved guests.</td>
</tr>
<tr>
<td><strong>Facial Coverings</strong></td>
<td>Not required for fully vaccinated faculty, staff, and students either indoors or outdoors. Individuals are free to wear face masks according to their preference.</td>
<td>Not required for fully vaccinated and boosted faculty, staff, and students either indoors or outdoors. Individuals are free to wear face masks according to their preference.</td>
<td>Not required outdoors for Students, Employees and vaccinated approved guests</td>
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<td></td>
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<td></td>
<td>Required indoors for Students, Employees and vaccinated approved guests except when eating in Wyman.</td>
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<td>Face Mask exceptions</td>
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<td></td>
<td>Employees are not required to wear masks while alone in their office space</td>
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<td>Residents and Student Success Staff are not required to wear mask while in:</td>
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<td></td>
<td>Their residential room</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Wyman with only other residents and/or Student Success Staff during non-dining hours.</td>
</tr>
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<td>Gym/Fitness Center with only other residents and/or Student Success Staff</td>
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<td>Cianchette common rooms with only other residents and/or Student Success Staff</td>
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</tbody>
</table>
90 Quaker Hill Campus Access
Faculty, staff, and students must be fully vaccinated and boosted to be present on campus at 90 Quaker Hill Road. Public and other visitors to campus must first verify that they are fully vaccinated and receive a campus access pass before accessing 90 Quaker Hill Campus. Non-vaccinated guests are not allowed on campus.

Training
The College will provide training modules to Hybrid Learning Faculty, Staff, and Students on the following:

- Covid-19 Vaccination Policy
- Steps for staying safe during the Covid-19 pandemic
- Social Distancing policy
- Face Masks policy
- Testing and Tracing
- Alert Levels
- Quarantine and Isolation housing
- Travel and Transportation
- Dining Services
- Gatherings and Activities
- Academics
- Personal Hygiene

Covid-19 Vaccines
All faculty, staff and students must be fully vaccinated and boosted for Covid-19 prior to their arrival on campus. For purposes of this plan, the term “fully vaccinated” includes having received both doses of the initial vaccine (for two-dose versions) or the single dose (for single-dose versions) and having received a booster shot when eligible.

Based on the recommendations of the CDC, the College requires a Covid-19 booster for all students taking in-person classes and living in the residences.

Prior to the start of the 2022 SP2A-5W term, all students taking in-person classes or living on campus must provide evidence that they have had a Covid-19 booster. Students who would not be eligible to receive a Covid-19 booster by the start of the 2022 SP2A-5W term (because not enough time elapsed since receiving the Covid-19 vaccine) must get their booster within ten days of becoming eligible.
Face Masks

**Green Alert Level** - Students taking in-person are not required to wear a face mask anywhere on campus.

**Yellow Alert Level** - Students taking in-person are not required to wear a face mask anywhere on campus.

**Orange Alert Level** - All students taking in-person classes must wear a face mask while indoors with the following exceptions:

- While they are in their own residential room with only their roommate.
- While sitting at a table in Wyman eating.

All students need to use appropriate face masks and wear them appropriately.

- The face mask should have two or more layers of washable, breathable fabric or be a disposal cloth medical style.
- The face mask needs to completely cover the nose and mouth of the wearer.
- The face mask needs to have a nose wire to prevent air from leaking out of the top of the mask.

Why is wearing a face masking properly so important?

- It reduces the spread of respiratory droplets into the air when you cough, sneeze, or talks.
- It reduces the inhalation of droplets by the wearer.
- A face mask reduces the volume of germs the wearer breathes in, protecting the wearer from getting sick.
  - If the nose is left uncovered, the wearer is breathing in more particles from the air around them, putting themselves at greater risk of catching Covid-19

Hand Hygiene

Maintaining good hand hygiene is crucial for personal safety. Individuals should wash hands frequently with soap and water for at least 20 seconds. When hand washing isn’t available, use hand sanitizer. Avoid touching your face with your hands.

Daily Screenings

Everyone present on campus is asked to self-screen daily before arriving to campus or leaving their residence hall room.

Screening questions include:

- Do you have any of these symptoms?
  - Cough (non-allergy related)
  - Shortness of breath or difficulty breathing
  - Fever (temperature 100.2 or greater)
- Or at least two of the following symptoms
  - Chills
  - Repeated shaking with chills
  - Muscle pain
If you answered YES to any of these questions you should NOT come to campus. Students should stay in their room and contact the Student Success Center. Employees should contact their supervisor and their health care provider.

Academics

Health Code Levels

Green Alert Level- Classes in person
Yellow Alert Level- Classes in person
Orange Alert Level- Classes in person

Classrooms & Labs
In-person only for fully vaccinated and boosted students. Remote for non-vaccinated students.

All classrooms will be cleaned daily. Ventilation systems in classrooms and buildings will be cleaned, filtered, and adapted to Covid-19 specifications

Field trips
In-person only for fully vaccinated and boosted students and faculty. Remote online for non-vaccinated faculty and students.

Accommodations
Both faculty and students are encouraged to be flexible in terms of academic policies to accommodate possible issues related to attendance or work dictated by health concerns or the need for quarantining by either faculty or student.

Academic Support and Advising

Learning Coaches
Green Alert Level- Offices open
Yellow Alert Level- Offices open
Orange Alert Level- Offices open

Non-vaccinated students may access their learning coaches remotely via email or through Zoom or Teams.
Recruiting
Health Code Levels
- **Green Alert Level**: Open for Guests; tours of campus offered
- **Yellow Alert Level**: Open for Guests via appointment only; tours of campus offered
- **Orange Alert Level**: In-person campus visits suspended.

Overview
The 90 Quaker Hill Road campus will be open for individual recruiting visits and will take the necessary steps to ensure our guests’ and community’s safety at blue alert levels and limited service at yellow alert level. All guests must verify that they have been fully vaccinated and receive a campus access pass before accessing the campus. Non-vaccinated guests are not allowed on campus.

90 Quaker Hill Road Prospective Student Access
Guests must fill out screening survey prior to coming to campus. The survey will ascertain whether the guests are fully vaccinated, a mix of vaccinated and not, or not vaccinated. Guests not vaccinated are not allowed on campus. Fully vaccinated guests will receive a campus access pass. Surveys will be sent the day before the visit with a confirmation. Tours on campus are limited to guests with campus access pass.

Athletics
Health Code Levels
- **Green Alert Level**: Athletics suspended; Fitness Center open to Employees and Students
- **Yellow Alert Level**: Athletics suspended; Fitness Center open to Employees and Students
- **Orange Alert Level**: Athletics suspended; Fitness Center open to Employees and Students

Varsity Sports
All varsity sports are suspended while the Covid-19 pandemic persists.

Intramural Sports
Intramural sports will be available to fully vaccinated students and organized by the student success office.

Fitness Center and Recreational Fields
The use of Unity College’s Fitness Center will be limited to current fully vaccinated and boosted students, faculty, and staff. The Fitness Center is closed to all other users.

Unity College’s outdoor facilities at 90 Quaker Hill road are open to fully vaccinated and boosted students, faculty, and staff for personal and informal use or exercise.

Communications
General Key Messages and Themes
- Unity College’s top priority is and will always be the health and safety of our students,
faculty, staff.

- We are in this together. Everyone has a role to play in bringing us together and keeping one another safe.
- College faculty and staff will work closely with students and families to address concerns and questions.
- Risk mitigation strategies like requiring Covid-19 vaccine, are designed to give us the best possible chance to maintain a safe in-person learning experience.
- While life on campus will be different, we are working hard to have a positive, fun, and engaging student experience.

Communication Channels

Website
The Unity College website (www.unity.edu) is the most frequently updated and visible medium to communicate policy and updates. The home page masthead includes a link to the COVID-19 resources. Specific pages regarding return to campus include:
https://unity.edu/hybrid-learning/campus-access/

Rave
RAVE Alert is Unity College’s text message and email emergency notification system. It allows you to quickly receive emergency communications and other important information via text message and email. Notifications may be about inclement weather alerts or emergency incidents on campus.

Email
Email is the primary mode of outbound communication to all audience segments and is required for all major updates. Other updates will originate from the Office of the President or other offices as appropriate.

Social Media
Social Media platforms will be used for communication. Regular and emergency updates may be distributed through the following channels:
Facebook:
- Unity College
- Unity College Student Success

Instagram
- Unity College

Twitter:
- Unity College

Press releases
Press releases will be used with media.
- https://unity.edu/about/all-news/

Physical and digital signage
Physical and digital signage around campus will be utilized. Leveraging print and the College’s
television displays, the following informational signs will be posted:

- Wipe down surfaces
- Classroom cleaning guidelines
- Unity Pledge reminder
- This room has been cleaned/serviced

**Dining Services**

**Health Code Levels**

**Green Alert Level** - Wyman open at full capacity to Employees, Students, and the Public

**Yellow Alert Level** - Wyman open to Employees, Students and approved guests

**Orange Alert Level** - Wyman open to Employees, Students and approved guests.

**Guests**

Guests may be admitted to College dining facilities with proof of vaccination (campus access pass) if accompanied by a Unity College employee or student to enjoy a meal. Any guest must follow College policies

**Seating**

Normal for fully vaccinated and boosted faculty, staff and students

**Face Masks**

**Green** and **Yellow Alert Levels**

- Not required for fully vaccinated and boosted faculty, staff, and students.

**Orange Alert Level**

- Required except when sitting at a table eating.

**Signage**

Signage will direct customers through Wyman and queuing areas if capacity limits are imposed.

**Hand-sanitizing stations**

Hand-sanitizing stations will be available at all Wyman entrances.

**Face Masks**

**Health Code Levels**

**Green Alert Level** - Not required for fully vaccinated faculty, staff, and students, though individuals may elect to wear face masks as needed.

**Yellow Alert Level** - Not required for fully vaccinated faculty, staff, and students. Individuals are free to wear face masks according to their preference.

**Orange Alert Level**

- Not required **outdoors** for Students, Employees and vaccinated approved guests.
- Required **indoors** for Students, Employees and vaccinated approved guests except when eating in Wyman.
• Face Mask exceptions
  o Employees are not required to wear masks while alone in their office space
  o Residents and Student Success Staff are not required to wear mask while in:
    ▪ Their residential room

Face Mask Policy

Green Alert Level- Students taking in-person are not required to wear a face mask anywhere on campus.

Yellow Alert Level- Students taking in-person are not required to wear a face mask anywhere on campus.

Orange Alert Level- All students taking in-person classes must wear a face mask while indoors with the following exceptions:
  • While they are in their own residential room with only their roommate.
  • While sitting at a table in Wyman eating.

All students need to use appropriate face masks and wear them appropriately.
  • The face mask should have two or more layers of washable, breathable fabric or be a disposal cloth medical style.
  • The face mask needs to completely cover the nose and mouth of the wearer.
  • The face mask needs to have a nose wire to prevent air from leaking out of the top of the mask.

Why is wearing a face masking properly so important?
  • It reduces the spread of respiratory droplets into the air when you cough, sneeze, or talks.
  • It reduces the inhalation of droplets by the wearer.
  • A face mask reduces the volume of germs the wearer breathes in, protecting the wearer from getting sick.
       o If the nose is left uncovered, the wearer is breathing in more particles from the air around them, putting themselves at greater risk of catching Covid-19

Walking on Campus/Outdoor Areas
  • Students, staff, and faculty are not required to wear face masks while walking footpaths on campus. Non-vaccinated people are not allowed in outdoor areas of the 90 Quaker Hill campus.

In Living Units
  • Residents are not required to wear face mask.

Classrooms
  • Green or Yellow Alert Level
    o Fully vaccinated students, staff, and faculty are not required to wear face masks while in classrooms and labs, though they may choose to do so while at Green or Yellow alert levels.
  • Orange Alert Level
Face Masks are required for Faculty, Staff and Students while in classrooms and labs while at Orange Alert Level.

• No individuals who have not provided proof of vaccination are permitted into classrooms and labs.

In Offices

• Fully vaccinated students, staff, and faculty are not required to wear face masks while in offices, though they may choose to do so while at Green or Yellow alert levels.
• Fully vaccinated students, staff, and faculty are required to wear face masks while in offices, while at Orange Alert Level except when the employee is alone in their office space.
• No individuals who have not provided proof of vaccination are permitted into offices on campus unless they have received prior approval from College administration.

Public Areas inside

• Fully vaccinated students, staff, and faculty are not required to wear face masks while in the library or campus store while at Green or Yellow alert levels, though they may choose to do so.
• Fully vaccinated students, staff, and faculty are required to wear face masks while in the library or campus store while at Orange Alert Level.
  o Guests may be admitted to the library if they articulate a purpose for library use.
  o Guests are required to provide verification of completed vaccination and have received a campus access pass.
• Non-vaccinated guests are not allowed in inside public areas.

Public Areas outside

• Fully vaccinated students, staff, and faculty are not required to wear face masks while in public areas outside, though they may choose to do so.
• Guests will be permitted to be present in outdoor areas if accompanied by an in-person student or staff member for visitation or recreational purposes or if present on College property for recreational purposes in an area designated as open for such purposes such as the Field of Dreams.
  o Guests are required to provide verification of completed vaccination and have received a campus access pass.
• Non-vaccinated guests are not allowed in outside public areas on the 90 Quaker Hill Road campus.

Wyman

• At Green or Yellow Alert Levels Fully vaccinated and boosted Students, staff, and faculty are not required to wear face masks
• At Orange Alert Level Fully vaccinated Students, staff, and faculty are not required to wear face masks while seated at a table and eating in the Wyman but must wear face masks all other times while in Wyman.

Facilities

Safety Shields

In high-density locations open to non-vaccinated public, plastic barriers should be
installed to allow necessary interaction while reducing the risk of transmission.

**Custodial**
Unity College will maintain a safe and sanitary campus environment. The frequency and type of cleaning for each space will be determined by its purpose and volume of use.

**Cleaning classrooms**
- **Green Alert Level** - daily
- **Yellow Alert Level** - daily
- **Orange Alert Level** - daily

**Cleaning offices**
- **Green Alert Level** - as needed
- **Yellow Alert Level** - as needed
- **Orange Alert Level** - as needed

**Cleaning public rest rooms**
- **Green Alert Level** - daily
- **Yellow Alert Level** - daily
- **Orange Alert Level** - twice daily

**Cleaning residence halls**
- **Green Alert Level** - daily
- **Yellow Alert Level** - daily
- **Orange Alert Level** - daily

**Cleaning Protocols**
Priority areas to be disinfected include tables, doorknobs, light switches, handles, desks, phones, keyboards, toilets, faucets and sinks, elevator pads, and handrails.

**Maintenance**
**Conducting maintenance**
At Green and Yellow Alert Levels Vaccinated Facilities staff conducting maintenance activities do not need to wear a mask

At **Orange Alert Level** Vaccinated Facilities staff conducting maintenance activities do need to wear a mask when work would put them in contact with other faculty, staff, and students.

**HVAC and Ventilation**
All buildings’ systems should be reviewed for proper functioning. Occupied spaces without a window will be assessed and (if necessary) air purifiers installed.
Residences
Work Requests in Residents’ Room
Facilities staff, with the assistance of the Student Success Office, will schedule an appointment with the resident if a work request is required to be completed in the residents’ room.

Public Safety
Health Code Levels
Green Alert Level- campus open to the public in accordance with this plan and College policies.
Yellow Alert Level- campus open to the public in accordance with this plan and College policies.
Orange Alert Level- campus closed to the public.

Procedures and Protocols
Temporary COVID-19 Procedures will override or amend current procedures.
Public Safety will have a supply of disposable face masks on hand for issue to non-vaccinated guests who may need one for use on campus.
Public Safety may coordinate as needed with the Student Success Office on guidance for responding and/or assisting individuals who become positive for COVID-19 and need to be moved to quarantine/isolation.

Transportation
Health Code Levels
Green Alert Level- Vans operational
Yellow Alert Level- Vans operational.
Orange Alert Level- Vans operational but Face Masks required.

Vans
Face masks
Vaccinated students, staff, and faculty do not need to wear face masks while in College vehicles at green and yellow alert levels, though they may choose to do so. Vaccinated students, staff, and faculty do need to wear face masks while in College vehicles at orange alert level.

Academic trips
Academic field trips are allowed at full capacity.

Nonacademic trips
Nonacademic trips are allowed at full capacity.
Gatherings

Outside
There is no restriction on gatherings outside for vaccinated students and employees.

Non-vaccinated guests are not allowed at outside gatherings at 90 Quaker Hill road campus. Any gathering of more than five guests with campus access passes outside on the campus of 90 Quaker Hill Road requires the prior approval of the Vice President of Hybrid Learning.

Inside
At Green and Yellow alert levels, Face masks are not required for inside gatherings for fully vaccinated and boosted students and employees.

At Orange Alert Level, Face Masks are required for gathering inside for vaccinated students and employees.

Non-vaccinated guests are not allowed at inside gatherings at 90 Quaker Hill road campus. Any gathering of more than five guests with campus access passes inside on the campus of 90 Quaker Hill Road requires the prior approval of the Vice President of Hybrid Learning.

Health Services

Health Code Levels

Green Alert Level—Telehealth options available
Yellow Alert Level—Telehealth options available
Orange Alert Level—Telehealth options available

Counseling
Professional Counseling will be done via Virtual Care Group Telehealth.

Medical
Students will use the Virtual Care Group Telehealth services. Students may also seek in-person medical care from Northern Light Primary Care in Unity, Maine. The clinic website is: https://northernlighthealth.org/Our-System/Inland-Hospital/Locations/Primary-Care-Unity.
Further information about the clinic and its services is available by calling 1 (800) 914-1409.

Symptom Monitoring
On a daily basis, all faculty, staff, and students who plan to be on campus must assess themselves for COVID-19 symptoms and determine whether they present a possible
risk based on the self-assessment checklist. Faculty and staff, who exhibit symptoms are prohibited from coming to campus and must notify their supervisor immediately. Students should notify the Assistant Dean of Students (Stephen Nason; snason@unity.edu; (207) 509-7284), or the Vice President of Hybrid Learning (Zach Falcon; zfalcon@unity.edu; (207) 509-7131) immediately if they exhibit any symptoms.

Covid-19 Vaccines
According to the CDC Fully vaccinated means a person has received all recommended doses in their primary series of COVID-19 vaccine.

Up to date means a person has received all recommended doses in their primary series COVID-19 vaccine, and a booster dose when eligible.

All faculty, staff and students must be fully vaccinated and boosted for Covid-19 prior to their arrival on campus.

Based on the recommendations of the CDC, the College requires a Covid-19 booster for all students taking in-person classes.

Prior to the start of the 2022 SP2A-5W term, all students taking in-person classes must provide evidence that they have had a Covid-19 booster. Students who would not be eligible to receive a Covid-19 booster by the start of 2022 SP2A-5W must get their booster within ten days of becoming eligible.

Testing
Asymptomatic testing for Covid-19 is available from Northern Light Primary Care in Unity, Maine. The clinic website is: https://northernlighthealth.org/Our-System/Inland-Hospital/Locations/Primary-Care-Unity. Further information about testing services is available by calling 1 (800) 914-1409. Students exhibiting Covid-19 symptoms may be tested at Northern Light Walk-In Care in Waterville, Maine. The walk-in care website is: https://northernlighthealth.org/Our-System/Inland-Hospital/Locations/Walk-in-Care. Further information about walk-in care services is available at (207) 861-6140.

Contact Tracing
To ensure health and safety, Unity College will identify and quarantine (or isolate) individuals who may be COVID-19 positive.

The College will coordinate its efforts with the Maine CDC if the person is positive for COVID-19. Individual privacy will be maintained in accordance with state regulations.

Currently, there are two scenarios that would initiate a case investigation for a Person Under Investigation (PUI)

1. PUI fails daily symptom scan
2. PUI tests positive for COVID-19
Approved visitors are required to provide notice to Director of Public Safety if they develop symptoms following a visit to the College.

Housing and Residence Life

Health Code Levels

- **Green Alert Level**: Normal capacity
- **Yellow Alert Level**: Normal capacity
- **Orange Alert Level**: Normal capacity

6 Key Concepts for Adapting to Covid-19

| 1) Clearly Defined Goals | 1. House residents safely  
| 2. Prevent spread of Covid-19 in residences |
| 2) Focus on the Essential | 1. Safely supporting residents |
| 3) Utilize multiple strategies & methods | 1. Quarantine housing |
| 4) Individualize | 1. Personalize email communication to residents  
| 2. RA weekly group meetings with residents  
| 3. RD weekly group meetings with each residence hall |
| 6) Utilize Partners | 1. Student Activities  
| 2. Public Safety  
| 3. Dining Services |

Residence Halls Focus

- Cianchette  
  - General Purpose housing  
  - Double and Singles

Residence Life staff

- Residence Life staff will not be required to wear face masks while out and about on campus at Green and yellow alert levels.
- Residence Life staff will be required to wear face masks at **Orange Alert Level**.
- Communication to students will be primarily through in-person and Zoom meetings.

Quarantine housing

Residents testing positive for Covid-19 must quarantine in quarantine housing until:

- 5 days after their first PCR positive test.
- The student is authorized to leave campus and return home

Quarantine

Residents who have tested positive for Covid-19 will be asked to quarantine. The following
guidelines have been established for students who are quarantining:

- The Assistant Dean of Students will determine what would be appropriate quarantine housing.
  - If the positive testing resident is in a single room and does not share a bathroom with anyone, they will be able to remain in their room.
  - Otherwise the positive testing resident will need to move to quarantine housing.
    - In a room by themselves that does not share a bathroom with another room.
- Student Success Staff will provide students with the resources necessary to monitor for the development of symptoms
- Student Success will arrange for meals to be delivered to students
- Residents will continue to participate in classes virtually
- Residents will be permitted out of Quarantine 5 days after their first PCR positive test but must wear a face mask for the next five days whether near anyone else (inside or outside).

**Covid-19 Positive Test Procedure: In-Person Students**

When a student receives a positive test for Covid-19 the following procedures apply:

1. The Student notifies the Assistant Dean of Students
   a. The Assistant Dean of Students asks the student
      i. When did they first show symptoms?
      ii. Who they have been in close contact with?
   b. The Assistant Dean of Students informs the student
      i. That they need to get a PCR test as soon as possible
      ii. That they need to quarantine themselves for ten days after getting a PCR test
      iii. That the Resident Director will be contacting them to arrange for meals to be delivered to them while in quarantine if they are a resident.
2. The Assistant Dean of Students notifies
   a. The Vice President of Hybrid Learning
   b. The Resident Director
   c. The Learning Coach
   d. The professor in which the positive student has in-person classes
3. The Assistant Dean of Students reaches out to students who have been in close contact.
   a. Informs them that they should get tested ASAP and let the Assistant Dean of Students know the results.
4. Students in Classes with the Positive Student are notified.
   a. In-person class rosters are provided by the Learning Coach to the Assistant Dean of Student and the Resident Director at the beginning of each term.
   b. The Resident Director notifies all students sharing in-person classes with the positive students that they need to get tested ASAP and inform what the result was.
c. The Assistant Dean of Students notifies all students sharing in-person classes with the positive students that they need to get tested ASAP and inform what the result was.
d. Reminders are sent by the Assistant Dean of Students the next day after the first test notification to student who have not yet responded.
e. 24 hours after the first test is complete, the Resident Director notifies students to take the second test in their home kit and report the results.
f. 24 hours after the first test is complete, the Assistant Dean of Students notifies students to take the second test in their home kit and report the results.

5. Covid-19 Tracing Information is tracked by the Assistant Dean of Students including:
   a. Who was in close contact with positive student?
   b. Who is in in-person classes with the positive student?
   c. Results of home test #1
   d. Results of home test #2
   e. PCR results

6. Meals while in quarantine
   a. The resident director will coordinate with the positive resident regarding meals
      i. Meals are the Positive commuter responsibility
   b. The positive student will provide to the resident director with their Student ID so that the Resident director can swipe for a meal when picking up a meal.
   c. Meals will be packed in disposable containers
   d. The resident director will coordinate with the positive resident when meals will be dropped off safely to them.

7. Classes during quarantine
   a. While the positive student is in quarantine, they will continue to attend their classes remotely.
   b. The positive student will coordinate with their instructors on how they can successfully continue completing work in the class while staying remote.

8. Released from Quarantine
   a. After five days from taking a PCR test, the Assistant Dean of Student will notify the positive student that they can leave quarantine.
   b. For the next five days the positive student will need to wear a face mask (inside and outside) whenever near other people.

Social distancing
Definition
Social Distancing is not required for fully vaccinated and boosted individuals. Social distancing is defined in this plan is limiting groups to a size that allows individuals to stay six-feet apart.

Inside
Fully vaccinated and boosted faculty, staff, and students are not required to observe social distancing while inside. Non-vaccinated guests are not allowed at inside gatherings at 90 Quaker Hill road campus.

Outside
Fully vaccinated faculty, staff, and students are not required to observe social distancing while outside. Non-vaccinated guests are not allowed at outside gatherings at 90 Quaker Hill road campus.

**Face Masks**

- **Green Alert Level**: Residents are not required to wear face masks
- **Yellow Alert Level**: Residents are not required to wear face masks
- **Orange Alert Level**: Residents are required to wear face masks in indoor settings except in their residential room.

Non-vaccinated individuals are not allowed on the 90 Quaker Hill Road campus unless specifically authorized or invited by College administration. Such authorized individuals must wear face masks while on campus.

At **Orange Alert Level**: All residents must wear a face mask while indoors with the following exceptions:

- While they are in their own residential room with only their roommate.
- While sitting at a table in Wyman eating.

All residents need to use appropriate face masks and wear them appropriately.

- The face mask should have two or more layers of washable, breathable fabric or be a disposable cloth medical style.
- The face mask needs to completely cover the nose and mouth of the wearer.
- The face mask needs to have a nose wire to prevent air from leaking out of the top of the mask.

Why is wearing a face mask properly so important?

- It reduces the spread of respiratory droplets into the air when you cough, sneeze, or talk.
- It reduces the inhalation of droplets by the wearer.
- A face mask reduces the volume of germs the wearer breathes in, protecting the wearer from getting sick.
  - If the nose is left uncovered, the wearer is breathing in more particles from the air around them, putting themselves at greater risk of catching Covid-19

**Rooms**

Resident Rooms will be normal occupancy. Residents will be expected to keep their rooms in a sanitary clean state.

**Common Rooms**

Residents may use common rooms normally at Green and Yellow alert levels. Face Mask are required at **Orange Alert Level**.

**Kitchenettes and Kitchens**

Residents may use the kitchenettes normally. Face Mask are required at **Orange Alert Level**. Cooking and serving dishes are not allowed to be left in the kitchenette/kitchen. Residents may bring their own cooking utensils and cookware, use it, and then take their cooking utensils and
cookware back to their room. Any cooking utensils or cookware left in the kitchenette/kitchen will be disposed of. Residents are expected to keep the kitchenette/kitchen clean and sanitary.

**Bathrooms**
Residents may use residential bathrooms and shower rooms as normal. Residents must bring all toiletries with them to the bathrooms and take them with them when they are finished. No toiletries may be left in public bathrooms. Residents are expected to keep the bathrooms clean and sanitary.

**Laundry Rooms**
Residents may use the residential laundry as normal. Face Mask are required at [Orange Alert Level](#). Residents are expected to be prompt in moving their laundry from the washer to the dryer and in retrieving their clean laundry. Residents, who notice that laundry has been left in the laundry room without attention for an extend time should contact their resident advisor. Residents are expected to keep the laundry room clean and sanitary.

**Study Rooms**
Residents may use study rooms as normal. Face Mask are required at [Orange Alert Level](#). Residents are expected to keep study rooms clean and sanitary.

**Guests**
Residents are not allowed to have any outside guests in the residence halls while the Covid-19 Pandemic persists. Outside guests are anyone who is not either a Unity College employee or a currently enrolled Hybrid Learning student who has provided proof of vaccination.

**Visitors in Residents’ room**
Residents can have student visitors in their room so long as the student is a currently enrolled Hybrid Learning student who has provided proof of vaccination and booster.

**Resident Advisors**

**Programming**
Resident Advisors will provide weekly programming for their residential areas. Resident Advisors will need to be creative in their community building efforts combining in-person with virtual activities.

**Floor Meetings**
Resident Advisors will conduct their floor meetings in-person.

**Peer Counseling**
Resident Advisors will conduct peer counseling in-person.

**Residence Life Campus-Wide Programming**
Campus wide programs will take place both in-person and virtually.

**Cleaning Routine in the Residence Halls**
Residence Hall Common Areas Lounges/Kitchens/Kitchenettes/Laundry Rooms/Study Rooms/Bathrooms:

- Routine daily cleaning by custodial staff
Student Rooms/Suites:

As this is their personal residence at the College, students will have responsibility for cleaning and disinfecting their own personal residence hall rooms and personal belongings. If students need cleaning and sanitizing products to assist them, they should contact their RA, who will coordinate with the College’s Facilities Management department to acquire the necessary supplies.

If there is a developing situation that requires a specific deep-cleaning of any one student’s personal room, (for example, if we believe a resident has become positive with COVID-19) that student will be notified by Facilities Management that they will be entering their space to conduct a thorough assessment and cleaning of the room.

Move In
1. All residents must first meet with their RA who will go over the Check In form and issue them a room key. The resident can then move in.
2. All non-vaccinated family members/move-in helpers must wear face masks while outside the residences while the move-in process is taking place. Non-vaccinated family members/move-in helpers are not allowed inside the residence.
3. Residential Life staff will be in the buildings and available to provide directions, but residents will be responsible for moving their items into their room.
4. New students moving in for first-year Orientation and Early Start will be given information on the schedule for family members immediately following the residential move in time.

Library

Health Code Levels

**Green Alert Level:** Quimby Library open to faculty, staff, and students, and vaccinated public.

**Yellow Alert Level:** Quimby Library open to faculty, staff, and students, and vaccinated public.

**Orange Alert Level:** Quimby Library open to faculty, staff, and students. Library lobby for pick up and drop off for public.

Faculty, staff, and students

The Library is open as normal for faculty, staff, and students. The library hours for faculty, staff, and students may vary from the public hours. There will be times that the library is closed to the public while remaining open to faculty, staff, and students.

Public

The library is open to the public (so long as the public guest articulates a purpose for library use) at the green alert level and limited access of lobby drop off and pick up at the yellow alert level. Guests must provide verification of complete vaccination and have a campus access pass. The library hours for the public may vary from the hours available to faculty, staff, and students.
Leaving Campus
Health Code Levels

**Green Alert Level**- Students may leave campus as normal
**Yellow Alert Level**- Students may leave campus as normal
**Orange Alert Level**- Students may leave campus as normal

New Student Orientation
The College will provide online education modules to incoming new Hybrid Learning Students to help them become acclimated to life on campus. The series of online modules will cover the following:

- What is Covid-19 and how to stay safe during the Covid-19 pandemic
- Alert Levels
- Quarantine and Isolation housing
- Travel and Transportation
- Dining Services
- Gatherings and Activities
- Academics
- Personal Hygiene

Offices
Health Code Levels

**Green Alert Level**- Academic and administrative buildings open to faculty, staff, and students.
**Yellow Alert Level**- Academic and administrative buildings open to faculty, staff, and students.
**Orange Alert Level**- Academic and administrative buildings open to faculty, staff, and students.

Outdoor Recreation
Health Code Levels

**Green Alert Level**- Academic and nonacademic trips are allowed, equipment room open.
**Yellow Alert Level**- Academic and nonacademic trips are allowed, equipment room open.
**Orange Alert Level**- Academic and nonacademic trips are allowed, equipment room open.

Student Activities
Health Code Levels

**Green Alert Level**- In-person activities are allowed; virtual activities are also offered.
**Yellow Alert Level**- In-person activities are allowed; virtual activities are also offered.
**Orange Alert Level**- In-person activities are allowed; virtual activities are also offered.
Virtual Activities
Virtual activities will be offered at all alert levels.

In-Person Activities
In-person activities are allowed for full vaccinated and boosted students, faculty, and staff at all alert levels although at orange alert level face masks would be required.

Emergency Response
Protecting the health and safety of Unity College students, staff, and faculty is our top priority. Returning to in-person learning safely will require continuous monitoring to determine if additional mitigation protocols are warranted.

- Unity College will monitor three primary data points as part of its ongoing risk assessment.
  - The College's reported number of new COVID-19 cases

All positive results for Covid-19 are reported automatically to the Maine CDC which will assign appropriate contact tracers to guide the College's response.