Preparing for the Spring 2022 Semester - COVID FAQ


For the Spring 2022 semester, the majority of CUNY courses will be in-person. Students taking in-person or hybrid courses must be fully vaccinated when classes begin, meaning unvaccinated students will be withdrawn before classes begin if they do not meet the below guidelines and deadlines:

- If your vaccination documents are already approved in CUNYfirst, you do not need to re-submit them.
- If you are fully vaccinated but have not uploaded proof in CUNYfirst because all of your classes are currently remote, don’t wait! Do it today and you’ll be ready to visit campus or take an in-person class.
- All students (except those with approved exemptions or exceptions) must be fully vaccinated in order to enter any CUNY facility.
- Students enrolled in any in-person or hybrid class in the Spring 2022 semester are required to get the COVID-19 booster shot when they become eligible. If students are eligible for the booster on January 28 proof of the booster shot must be uploaded to CUNYfirst no later than March 1. Students who become eligible after January 28, but before the end of the semester, have 30 days after becoming eligible to get the booster shot and upload proof to CUNYfirst.

Will the Graduate Center have online instruction for the first two weeks?
No.
Preparation for going to the Graduate Center:
Faculty and students must be fully vaccinated, unless they have an approved medical or religious exemption. You can use the NYC vaccine finder (https://vaccinefinder.nyc.gov/) or the #VAXUpCUNY website to find a convenient vaccination site.

Entering the building:
To enter the Graduate Center and all CUNY sites, students, employees, and visitors must present a valid CUNY Access Pass in Cleared4.

Your Access Pass has your name, date, and your QR code, which is tied to your profile. You can print this page out, or pull it up on your phone upon entry to a CUNY location. You must wear a mask to enter the building and keep it on at all times.

When you are in the building:

Masking:
Everyone must wear a mask at all times, unless in a private office with the door closed.

Classrooms:
No eating is allowed in the classrooms.
Masks must be worn at all times.

Larger Rooms:
A request can be made for a larger room for a class to Cheuk Lee (cllee2@gc.cuny.edu) in the Registrar’s office and it will be accommodated pending the availability of a larger room.

HyFlex: There are 4 Hyflex classrooms with Owl Pro permanently installed. As well as several on mobile carts that can be deployed as needed.

Link to Hyflex request form for an Owl Pro.

- 4 are permanently deployed in dedicated rooms – 4422, 5382, 5417 and 9205.
- 9 in mobile carts

Additionally, there are 7 laptops (4 Windows and 3 Mac) with built-in webcams. Laptop loaner for classrooms, simply submit a request via ITServices@gc.cuny.edu.

Requests are first come first serve basis, at least 24 hours advance notice to ensure that equipment and a technician is available to assist.

Additional resources for teaching can be found at the Center for teaching and learning website: https://tlc.commons.gc.cuny.edu/
Students:

How to upload vaccination documentation?
   Go to this site for detailed instructions.

Will level 3 students who are enrolled in only Dissertation Supervision will be required to get the booster?
   No, students whose classes are online will not need a booster.

To access the library or other in-person student support services, etc. everyone will need to be fully vaccinated and boosted.

What if a student feels unwell?
   Don’t come to class or the Graduate Center if you are experiencing symptoms of COVID or flu.

What if a student has a close contact with COVID and is asymptomatic?
   Students should monitor for symptoms for five days and notify the instructor(s), Campus Location Vaccine Authority (LVA), and other close contacts. If the contact was at home, the student must quarantine and not come to the GC for five days.

What if a student tests positive but is asymptomatic?
   If you are positive and asymptomatic you are required to quarantine for five days.

What if a student is positive and symptomatic?
   Students should quarantine for five days, or until symptoms resolve. Contact the Campus Location Vaccine Authority (LVA), and close contacts. Contact your instructor(s).

   For those who report testing positive for COVID-19, your Campus Access Pass will become invalid. After quarantine, proof of a negative test result or medical clearance from a doctor is required to return to campus.

What if you have taken a COVID test at an external testing location and your test result is positive?
   You will need to email your test result to the college. Employees who test positive for COVID must email their test results to the COVID HR Liaisons via email at covid-19screening@gc.cuny.edu. Students who test positive for COVID must email their test results to the Location Vaccine Authority (LVA) Liaisons via email at lva@gc.cuny.edu.

How to report a positive case (Students):

   Students who take a COVID test externally are obligated to report if they
have tested positive for COVID-19 to the health monitoring liaison by sending an email to LVA@gc.cuny.edu.

A LVA liaison will follow up with students reporting symptoms, aid in identifying exposures, and notify close contacts of the exposure as soon as possible after being notified that someone on campus or has been on campus has tested positive for or been diagnosed with COVID-19. The LVA liaison will report the case to the Campus COVID Coordinator.

Students who take a COVID test at one of CUNY’s Testing Sites will receive their test results through their Cleared4 Account. A LVA Liaison will follow up with students who receive a positive COVID test result through CUNY’s testing program.
Faculty:

How to upload vaccination documentation?
  Go to this site for detailed instructions.

To access the library or other offices, everyone will need to be fully vaccinated and boosted.

What if an instructor feels unwell?
  Don’t come to class or the Graduate Center if you are experiencing symptoms of COVID or flu and notify your students and EO. If possible conduct your class remotely.

What if an instructor has a close contact with COVID and is asymptomatic?
  Faculty should monitor for symptoms for five days and contact the COVID Coordinator, and other close contacts. If the contact was at home, the instructor must quarantine and not come to the GC for five days.

What if an instructor tests positive but is asymptomatic?
  If you are positive and asymptomatic you are required to quarantine for five days.

What if an instructor is positive and symptomatic?
  Faculty should quarantine for five days, or until symptoms resolve (whichever is longer).
  Contact the COVID Coordinator, and close contacts.
  Contact your EO.

For those who report testing positive for COVID-19, your Campus Access Pass will become invalid. After quarantine, proof of a negative test result or medical clearance from a doctor is required to return to campus.

Faculty and staff who are not vaccinated must be tested weekly at any CUNY COVID-19 testing site.

How to report a positive case (Faculty):

Faculty are obligated to report if they have tested positive for COVID-19 to the HR liaison by sending an email to covid-19screening@gc.cuny.edu.

The HR liaison will follow up with faculty reporting symptoms, aid in identifying exposures, and notify close contacts of the exposure as soon as possible after being notified that someone on campus has tested positive for or been diagnosed with COVID-19. The HR liaison will report the case to the Campus COVID Coordinator.

Faculty who take a COVID test at one of CUNY’s Testing Sites will receive
their test results through their Cleared4 Account. A HR Liaison will follow up with faculty who receive a positive COVID test result through CUNY’s testing program.

**What if you have taken a COVID test at an external testing location and your test result is positive?**

You will need to email your test result to the college. Employees who test positive for COVID must email their test results to the COVID HR Liaisons via email at covid-19screening@gc.cuny.edu. Students who test positive for COVID must email their test results to the Location Vaccine Authority (LVA) Liaisons via email at lva@gc.cuny.edu.
Staff:

How to upload vaccination documentation?
Go to this [site](#) - for detailed instructions.

To access the library or other offices, everyone will need to be fully vaccinated and boosted.

What if a staff member feels unwell?
Don’t come to the Graduate Center if you are experiencing symptoms of COVID or flu and notify your supervisor.

What if a staff member has a close contact with COVID and is asymptomatic?
If fully vaccinated, Staff members should monitor for symptoms for five days and contact their EO or their supervisor, the COVID Coordinator, and close contacts. If the contact was at home, the staff member must quarantine and not come to the GC for five days. If unvaccinated they should quarantine.

What if a staff member tests positive but is asymptomatic?
If you are positive and asymptomatic you are required to quarantine for five days if vaccinated and 10 days if unvaccinated.

What if a staff member is positive and symptomatic?
Staff should quarantine for five days, or until symptoms resolve (whichever is longer).
Contact the COVID Coordinator, and close contacts.
Contact your EO or supervisor.

For those who report testing positive for COVID-19, your Campus Access Pass will become invalid. After quarantine, proof of a negative test result or medical clearance from a doctor is required to return to campus.

Faculty and staff who are not vaccinated must be tested weekly at any [CUNY COVID-19 testing site](#).

How to report a positive case (Staff):

Staff are obligated to report if they have tested positive for COVID-19 to the HR liaison by sending an email to [covid-19screening@gc.cuny.edu](mailto:covid-19screening@gc.cuny.edu).

The HR liaison will follow up with staff reporting symptoms, aid in identifying exposures, and notify close contacts of the exposure as soon as possible after being notified that someone on campus has tested positive for or been diagnosed with COVID-19. The HR liaison will report the case to the Campus COVID Coordinator.

Staff who take a COVID test at one of CUNY’s Testing Sites will receive their test results through their Cleared4 Account. A HR Liaison will follow up with staff who receive a positive COVID test result through CUNY’s testing
What if you have taken a COVID test at an external testing location and your test result is positive?
You will need to email your test result to the college. Employees who test positive for COVID must email their test results to the COVID HR Liaisons via email at covid-19screening@gc.cuny.edu. Students who test positive for COVID must email their test results to the Location Vaccine Authority (LVA) Liaisons via email at lva@gc.cuny.edu.

Class Modalities:

What will be the trigger for a class to go online?
If the instructor is unwell and able to teach via Zoom, that is preferred over canceling the class.
Visitors:

Can visitors come into the building?

- Registration for the event will need to close 10 days prior to the scheduled date of the event. That amount of time is required to establish Cleared4 accounts for those registrants who do not yet have one and to confirm for those that do their accounts are current. This will allow time for registrants to upload vaccination information and for staff to review, approve, and issue visitor passes.
- Any faculty/students from other CUNY Campuses can use their approved Cleared4 QR code to enter the GC. Faculty/students from other campuses who have not yet uploaded the Cleared4 platform to their cell phone will need to do so prior to coming to the GC.
- If you plan to provide food, it will need to be grab and go, and details of these plans need to be reported 10 days prior to the scheduled date of the event.
- You will need to maintain a roster of all attendees for contact tracing.
- Flexibility – you should have a backup plan in place should there be a need to pivot to a remote format.
- If you have questions about requesting a pass for a visitor please send an email to reactivation@gc.cuny.edu

For other CUNY campuses - go to the CUNY [LVA page](#)
Questions?

Student vaccination policy and verification: lva@gc.cuny.edu
Employee vaccination policy and verification: covid-19screening@gc.cuny.edu
Everbridge/VaxPass technical support: itservices@gc.cuny.edu
CUNY testing program information: reactivation@gc.cuny.edu
CUNY testing program technical support: https://adclops.freshdesk.com/support/home
Graduate Center reopening plans: reactivation@gc.cuny.edu

**All Policies are subject to change** and for most updated policies please consult

CUNY COVID Website: https://www.cuny.edu/coronavirus
GC’s COVID Website: https://www.gc.cuny.edu/News/COVID-19-Information-and-Safe-Campus-Reopening
As well as the CDC’s: https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html#isolation

**The Graduate Center’s Coronavirus Designees:**

**Coronavirus Campus Coordinator**
Brian A. Peterson, Senior Vice President for Finance and Administration and Dean Academic Initiatives and Strategic Innovation

**Coronavirus Campus Liaisons**
Joshua Brumberg, Dean for the Sciences, Advanced Science and Research Center (ASRC)
David Boxill, Executive Director of Human Resources
Mariel Villeré, Program Development Director
Gail Yancosek, Executive Director, CUNY TV

**GC Location Vaccination Authority (LVA) Liaison**
Matthew Schoengood, Vice President for Student Affairs
Campus HR Liaisons

Pinar Ozgu, Vice President for Institutional Research and Human Resources

Coronavirus Campus Communications Coordinators

Wendy DeMarco Fuentes, Vice President for Institutional Advancement and Communications

Bonnie Eissner, Director of Communications

Coronavirus Campus Facilities Coordinator/PPE Distribution

Charles Scott, Director of Facilities Services and Campus Planning

Graduate Center Environmental Health and Safety

John Flaherty, Director of Security and Public Safety