



Date: July 9, 2020 (updated 7/28/2020)
To: Fall 2020 Students and Families
From: Michael Luciani, Vice President for Student Affairs
Re: Returning to Campus for the Fall 2020 Semester

We are very excited to welcome our new and returning students to campus for the 2020 Fall semester. Over the past few months, the College has been hard at work in planning for this occasion.

As I am sure you can all imagine, campus life and academic life will come with some noticeable changes due to the COVID-19 pandemic that will require commitments and cooperation from our entire community. This guide is intended to provide an overview of the changes that have been planned and implemented so far. Additionally, more information addressing curriculum delivery and academic support will be coming from Dr. Gail Gibson Sheffield, Vice President for Academic Affairs.

You should also know that our understanding of and approach to the best way to promote the health and well-being of our community will continue to change, so please understand (and expect) that our guidelines and procedures will continue to change as well.

To start, we want to let you know about **four important requirements** that will go a long way in keeping yourself and others healthy & well.

1. **Practice physical distancing** – Everywhere you go outside of your room, remember to stay 6 feet or more away from others. This includes indoors and outdoors.
2. **Wear a face mask** – Except when you are in your own room, masks that cover your nose and mouth are required whenever you are indoors, including classrooms. Masks do not need to be worn outside as long as you can maintain a 6-foot distance from others (but carry one on you just in case).
3. **Handwashing/Hand Sanitization** – You should wash your hands often with soap and water for at least 20 seconds especially before entering and leaving classrooms, offices, and other spaces. If soap and water are not readily available, use a hand sanitizer.
4. **Report any COVID-19 symptoms to Health Services** – These include fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, fatigue, muscle or body aches, headache, congestion or runny nose, sore throat, new loss of taste or smell, nausea or vomiting, and diarrhea.

Everything you see in this guide has been developed to meet or exceed the State of Vermont's mandatory guidance for Colleges and Universities. We know there is a lot to review, but it is all important. On the following pages, we go into more detail on the requirements above as well as cover several others.

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Health & Safety Contract

As a community of students, faculty, and staff it is up to all of us to respect and follow the new standards and expectations that we have developed for the well-being of our community. We all have a responsibility to disrupt the spread of the virus and maintain a healthy environment for everyone. For that reason, the College will require that all students, faculty and staff sign a health safety pledge before the fall semester begins that affirms you are familiar and willing to comply with all of the regulations and health policies related to the COVID-19 pandemic. This pledge will be sent directly to all students, faculty, and staff for their electronic signature by August 1, 2020. A sample of the pledge will be posted to the College's website at the same time.

The College will strictly enforce the requirements of the Health & Safety Contract, and depending on the level of risk to public health, students who violate its terms may be subject to conduct action ranging from warnings to suspension from the College.

Travel & Quarantine

All students coming to campus will be required to follow quarantine procedures that depend on their geographic location and the number of active cases in the county where they are living as of August 1, 2020.

1. [Quarantine on Campus](#) - If you are traveling to Vermont with people from multiple households, via bus, rail or commercial airlines, you must quarantine for 14 days upon arrival to Vermont/Landmark (after day 7 the individual may get a COVID-19 test and upon receiving a negative result, end their quarantine). If you will quarantine on campus, you should expect to arrive between August 14-16.
2. [Quarantine at Home](#) - If you are traveling to Landmark in a private vehicle without making any prolonged stops (avoiding restaurants, limit gas stops, and if overnight travel is required – reduce social contacts, maintain 6-foot physical distancing, and wear a facemask in the presence of others), you may quarantine at home for 14 days immediately prior to traveling to Vermont (you may complete a shorter quarantine if you receive a negative COVID-19 test after day 7 and travel directly to Vermont without breaking the quarantine)
3. [No Quarantine Required](#) – If you have been in Vermont for more than 14 days, or are traveling to Landmark in a private vehicle without making any prolonged stops (avoiding restaurants, limit gas stops, and if overnight travel is required – reduce social contacts, maintain 6-foot physical distancing, and wear a facemask in the presence of others) [from a non-quarantine county as identified by the Vermont Agency of Commerce and Community Development on August 1st](#), you may arrive without completing a quarantine.

When traveling to campus, students may have two guests with them on move-in day. The guest(s) must meet State of Vermont travel restrictions noted above. ~~Unfortunately, no guests will be allowed in the residence halls.~~ **Update 7/28/2020: Students will now be allowed to have one of their guests/family members enter the residence halls with them for one hour to help them move in a set up their rooms (one guest only – not one at a time). Family/guests will be required to complete the same health screening upon arrival to campus and will be required to wear masks for the entire time they are on campus (if you have a specific concern about this, please contact PublicHealth@landmark.edu).**

Testing

The College has developed a COVID-19 testing protocol for all students, faculty & staff. In place of the narrow swabs that are placed deeply into the upper nasal cavity (nasopharyngeal swabs) we will use a swab that is much shorter and can collect sample from the lower nasal cavity (anterior nares swabs). The specific protocol is as follows:

1. [“Zero-day” Testing](#) – All students who travel to Landmark, no matter where they are from or their mode of travel, will be required to have a “zero day” test conducted within 48 hours of arrival at campus. This will likely occur at the time of your arrival on campus. Students who are currently on campus will not require a “Zero-day” test.
2. [“Day 7” Testing](#) – All students (including those already on campus) will have a test administered on day 7.
3. [Faculty & Staff](#) – All faculty & staff will be required to submit to a COVID-19 test before classes begin.

Arrival Dates

The College has determined a series of arrival dates for students based on the travel and quarantine requirements. Please see below for specific dates and how to request an arrival date.

Arrival Category	Arrival Dates & “zero day” testing	Day 7 Testing
Quarantine on campus (new and returning students)	August 14, 15, 16	August 21, 22, 23
New Students not requiring quarantine on campus	August 27 & 28	September 3 & 4
Returning Students not requiring quarantine on campus	August 29	September 5

After determining which Travel and Quarantine status applies to you, please complete our [Fall 2020 Travel & Quarantine Arrival form](#) to let us know your plans and your preferred arrival day. (This form will be live by noon on Friday, July 10, 2020.)

Orientation Programs

The need to schedule arrival and testing dates based on travel and quarantine conditions has required the College to re-assess how our New Student Orientation programs will be delivered. We are currently engineering the Orientation Programs for New Students, our Transition at College Program, and our Social Pragmatics Program to be delivered both online beginning as early as August 17 and in-person once students arrive on campus.

Additionally, our Family Orientation Program will be shifted to an online program that will likely occur both before and after student arrival.

Returning students should expect to attend virtual sessions with their advisors in advance of Classes starting to review course schedules, discuss block scheduling, and review strategies for time management and organization. See the memo from Dr. Gibson Sheffield, VPAA for more information.

More information about specific Orientation schedules will be available later in July.

Health Screenings

Upon arrival to campus, all students will be required to participate in a health screening. In addition to a temperature check, this screening survey shall require students to verify (at a minimum) that they have no symptoms of COVID-19 (fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, fatigue, muscle or body aches, headache, congestion or runny nose, sore throat, new loss of taste or smell, nausea or vomiting, diarrhea).

Daily Health Monitoring

Upon arrival, all students will be required to register with Vermont’s [Sara Alert](#) to get daily reminders via text, email or phone from the Vermont Department of Health to check for signs and symptoms of COVID-19. Sara Alert is a two-week program. After the first two weeks, students will use a Landmark-specific screening tool to continue with daily health checks. Daily health screenings must be completed

prior to interacting with anyone on the campus outside of a student's room, including going to class, going to a dining hall, or participating in any campus activity. Students, faculty and staff should consider keeping a contact journal – a list of other people who they have been in close contact with each day. If someone does get sick, this would make it easier to prevent further spread of COVID-19. Students should plan to bring a thermometer to campus with them as well as a good supply of acetaminophen or ibuprofen, cough syrup and tissues.

Travel After Arrival & During the Semester

After arrival and quarantine periods end, students will be able to travel within Windham County, VT as well as Cheshire County, NH, Franklin County, MA and Hampshire County, MA. The College will consider expanding these travel areas after October 5, 2020 but reserves the right to further restrict student travel at any time based on active cases of COVID-19 reported in our area. Any time students are off campus, they are required to maintain physical distance and wear a face covering (regardless of local regulations). Students who have an emergent need to travel outside of these allowed areas should contact their Resident Dean or send an e-mail to PublicHealth@Landmark.edu.

Guests

Access to rooms and living spaces is limited to building residents only. Students will not be permitted to have visitors to the campus or overnight guests.

Physical Distancing

Physical distancing is one of the most important methods to stop the spread of COVID-19. Physical distancing means keeping a distance of at least 6 feet (about 2 arms' length) from other people in both indoor and outdoor spaces. This includes common areas, lounges, offices, reception areas, the dining hall

Face Coverings

Face coverings shall be worn by all faculty, staff, students, and visitors when in the presence of others and in public (including during classes). Face coverings are not required to be worn in a student's residence hall room but will be required in all other areas of a residence hall. When outdoors, and more than six feet apart from one another, face coverings are not absolutely required, but you should always carry one just in case you cannot maintain appropriate physical distances. **Wearing a face covering does not replace the need to maintain physical distancing and observing safety protocols in shared public spaces.**

The preferred face covering for students are face masks that fit snugly but comfortably against the sides of the face, covers the nose, mouth, and chin, fastens securely with ties or ear loops, includes multiple layers of fabric, and allows for breathing without restriction. Alternative options include disposable face coverings that meet similar criteria. All students will be provided with two cloth face masks like [this design](#). Students are encouraged to also bring a supply of their own masks that meet the criteria above. Cloth face coverings must only be worn for one day and must be laundered (machine or hand-wash with detergent) before use again.

Hand Hygiene

Hand sanitizer dispensers will be provided in common areas throughout campus and in all classrooms. Handwashing stations with soap and water are available in all bathrooms across campus. Handwashing or hand sanitization is required frequently.

Cleaning and Disinfecting

All common spaces (when open to students, faculty and staff) and equipment, including bathrooms, frequently touched surfaces and doors, and vehicles will be cleaned regularly and, when possible, prior to transfer from one person to another, in accordance with CDC guidance.

Dining on Campus

The Alumni Hall Dining Hall will be open and will serve a full schedule of meals (19 meals per week). A few things will be different in the fall. Students will swipe their own cards on entry. Food on the line will be served to students by staff (vs. self-service). Tables and chairs will be arranged to follow physical distancing guidelines. Students may elect to take any meal as a to-go option (the 5-meal per week limit for to-go meals has been suspended). The College is also considering establishing a meal “shift” system for students to further reduce density in the dining hall during mealtimes.

Residence Halls

The College will be maximizing the number of single rooms available on campus by converting as many double rooms into singles as allowed by our enrollment. These converted singles will be distributed throughout all the halls to reduce the occupancy and residential density of each hall/wing as much as possible. Common areas and staff offices will also limit their occupancy to follow social distancing requirements.

Athletics

The College is still waiting for sport-specific guidance to be released from the State, but we anticipate that low-contact, no-contact, and incidental-contact sports (soccer, softball, baseball, cross country) will be allowed to play other teams in Vermont, and that other team sports will be able to conduct low and no-contact physical conditioning and skill building drills.

On-Campus Activities, Programs & Events

Campus Activities, including club meetings, events and other programming will be scheduled and organized to follow all social distancing requirements and guidelines. In some cases, the College will continue to offer online programming options like what it offered in the Spring and Summer 2020.

The College will reduce face-to-face on-campus programming from by outside speakers, presenters and community members in order to comply with guidance from the State of Vermont, which currently limits indoor events to 75 total people and outside events to no more than 150 people.

At this time, the College anticipates that typical programming associated with Family Weekend will primarily be an online program for families.

Protect at Risk Faculty, Staff and Students

Students who feel they may need additional accommodations due to an underlying health issue should review the College’s Accommodations policy and complete an [Accommodation Request Form](#).

Health & Safety

Students should contact Health Services immediately if they develop symptoms related to COVID-19. Symptoms include fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, fatigue, muscle or body aches, headache, congestion or runny nose, sore throat, new loss of taste or smell, nausea or vomiting, and diarrhea.

Students who present with symptoms related to COVID-19 will be tested for the virus and be placed in isolation on campus for observation while awaiting test results. By State of Vermont requirement, the

College will reserve enough rooms/beds on campus to accommodate 5 percent of the college population in isolation and/or quarantine.

Students who test positive for COVID-19 will either travel home (if possible) or remain in isolation and be monitored by Health Services, who will determine when the isolation period has concluded, and the student may return to their regular room assignment. Monitoring by Health Services will occur via telehealth visits with the students who will need to check their temperature and oxygen saturation levels multiple times a day. Landmark College Health Services is unable to provide infirmary services or 24-hour attendant care.

While in quarantine or isolation, students will have full access to wireless internet in their accommodations, so they are able to attend classes remotely and participate in virtual student activities. Chartwells Dining Services will provide regular delivery of prepared meals.

Because rapid identification of infection is crucial to controlling the spread of COVID-19, the Vermont Department of Health will coordinate and conduct contact tracing in the event of a positive case on campus.

The College is in the process of developing procedures in the event the Department of Health determines there is an outbreak on campus, including consideration for remote learning and quarantining portions or all of the campus.

Open Forum for Families and Students

Landmark College will be hosting an open forum for families (July 14) and students (July 22) to give you the opportunity to ask any questions of the President or the leadership team.

Final Thoughts

While so much has changed for the fall semester, we feel fortunate that we will be able to welcome student back to campus, the classrooms, the residence halls, and our community. We are sharks! We are fierce, determined, and always moving forward. We will get through this together, and because of this, we will all be stronger and more resilient – both as individuals and as a community. While these past months have been challenging, we have shown that together, we keep moving forward.

More information will continue to come out on a regular basis. In the meantime, if you have any questions, please do not hesitate to contact us at PublicHealth@Landmark.edu.

With Pride & Appreciation,



Michael Luciani
Vice President for Student Affairs & Dean of Campus Life