



College Brief

NO. 146 July 8, 2020
FROM Louis J. Petrizzo, Interim President

SUNY-Approved Reopening Plan and Return-to-Work Guidelines Now Available Online for College Employees

As shared with you last week, the College was advised by SUNY that its reopening plan had been approved for certification and implementation. A copy of the College's Reopening Plan is available for your review on the College's Coronavirus website. I would like to take this opportunity to remind everyone that while this plan is approved, its contents are still subject to change as new information, guidance and/or direction is received from the State.

Today, Long Island entered Phase 4 of the New York State re-opening plan, which specifically permits institutions of higher education to operate. While a limited number of College departments will begin to bring back some employees starting over the next several days, **I am now announcing that the College will officially begin the reopening of campus offices, starting on Monday, July 27th.** We will start by gradually welcoming back those employees who generally work on-campus during the summer months. Vice Presidents, Campus Executive Deans, and all supervisors are being advised to start contacting staff members regarding their specific reopening plans and to establish weekly staggered schedules that will effectively provide in-person coverage for their offices.

The College's [Return to Work Employee Guidelines](#) that connect its SUNY Plan with CDC and DOH directives are now available for access and review by all employees. **All employees are required to review these Guidelines prior to returning to campus.** You can also link to these Guidelines directly through the College's Coronavirus website. These Guidelines will help answer questions you may have and will help point you in the right direction during this time of transition back to our campuses and back to your particular work location. By making this information available today, you will have sufficient time both to familiarize yourself with this content, and to make plans to return to work with your supervisor.

Please note that the Guidelines include an expectation that all staff and faculty will display their College ID card at all times while they are on campus. **If you do not currently have a College**

ID card, now is the time for you to arrange to secure one through your campus Public Safety Office (extension 4242).

I appreciate the work contributed by the members of our College's Reopening Task Force. Their efforts in developing our Return to Work Employee Guidelines and our Reopening Plan will ensure that all of us come back to campus with confidence in our preparedness. I strongly believe that our college community will receive a positive boost when we can again interact with one another within our work spaces. While we still face uncertain times, every effort has been made to implement procedures and practices to ensure that our staff remains healthy and that our office environments enable everyone to stay safe while at work.