

Subject: Friday classes (Nov 5) at the Utica campus are remote.
To: Faculty/Staff/Students

November 5, 2021

To SUNY Poly Faculty, Students, and Staff:

All on-campus classes on the Utica campus today, Friday, November 5, 2021, will be offered remotely.

Details of how to access your class remotely should be in your course syllabus. Faculty members may send additional instructions by email or post on blackboard.

The email sent to campus last night, and reproduced below, explains the necessity for this decision.

The Office of the President

Previous Message Copied Below:

November 4, 2021

To SUNY Poly Faculty, Staff, and Students:

Due to an increased number of COVID-19 positive tests of residential students at SUNY Poly's Utica campus, we want to share the following message with you (copied below), which was sent to all Utica campus residential students. It requires them to immediately submit a COVID-19 testing sample to help mitigate the potential spread of COVID-19.

Until data from this extra testing is obtained, and with an abundance of caution prioritizing community health and wellness, the following protocols are being implemented on the Utica campus:

- All Utica campus residential students are required to provide a test sample before Friday, November 5 at 7:00 a.m. (see below for specific instructions) and will not be allowed to visit other rooms or buildings on campus, except as indicated below for food takeout.
- For Friday, Nov. 5, 2021, all scheduled courses will be delivered in remote fashion pending receipt and analysis of the results of the testing efforts commenced on Thursday afternoon and evening. As per the Fall 2021 COVID-19 Plan, faculty members have outlined their individual plans for a shift to remote delivery in their course syllabi. Students are asked to be attentive to email in case their faculty members provide further written instructions about remote delivery of courses.
- The Library/Mario Cafe, Fitness Center, and Bookstore will be closed on Friday, November 5.
- The Student Center dining hall is open for takeout only and residential students can pick up food at the Campus Center dining hall during published hours, but it must be eaten in students' rooms.

- For Friday and Saturday only, Utica campus events scheduled indoors must be shifted to virtual platforms or cancelled.
- In addition, SUNY Poly administration is implementing liberal leave for SUNY Poly employees at the Utica campus, which means employees, with supervisory approval, who are performing non-immediate, non-essential functions, may leave early and/or take time off whereby employees will use their vacation, holiday, or personal paid time off accruals. If possible, non-essential employees are encouraged to work remotely with supervisory approval but may also elect to request time off. Those non-essential employees unable to complete a remote assignment will not need to charge accruals.

We appreciate everyone's understanding and flexibility as we work to support the health of our SUNY Poly community through these efforts. Updates will of course be provided to the community as soon as they are available; we have every hope and expectation that campus operations can return promptly to the protocols employed this Fall semester, but prudence dictates we take these precautions at this time.

The Office the President

Message to Residential Students Copied Below:

*****Please Read This Important Message in Full—Your Immediate Action is Required*****

November 4, 2021

Dear Residential Students,

Today, several SUNY Poly residential students tested positive for COVID-19. Therefore, out of an abundance of caution, it is critical that we test all residential students this evening. **If you are a residential student, you must submit a test tonight, Thursday, Nov. 4, 2021, in the following manner:**

- **Using one of YOUR assigned test kits, provide one sample this evening between 9:00 p.m. and 11:00 p.m. Remember to wait 30 minutes after eating or drinking before completing the test.**
- **Take your completed test kit in the bag provided to your Adirondack or Mohawk central commons office or to the front desk of Hilltop.** Give the test to a staff member there who affirms they are recording receipt of the test.
- *If you are off campus and you cannot return to campus before 11:00 p.m.:*
 - You must submit your test at Kunsela Hall before 7:00 a.m. tomorrow, November 5. Enter Kunsela at the University Police entrance and deposit your test kit in the box located by the bookstore.
- This will NOT alter your testing schedule for next week. This is *in addition* to regular testing.

While we are awaiting the results of the tests from this evening, we are implementing the following measures for your health and safety and **for the health and safety of everyone in our campus community**:

- Effective immediately, residential students must remain in their assigned rooms. They cannot visit other student rooms, and suites. Groups and gatherings cannot occur in hallways or lounges.
- For Friday, November 5, 2021, and Saturday, November 6, 2021, campus dining will be take-out only. Residential students can pick up food at the Campus Center dining hall during published dining hours, but all food must be eaten in residents' rooms. The Student Center will open for takeout only—no dine in options will be available. The Mario Café will be closed.
- For Friday and Saturday only, events scheduled for in-person delivery must be shifted to virtual platforms. If the events cannot be held virtually, they must be cancelled and/or rescheduled. For example, Pin-a-Rama bowling for Friday, November 5, 2021 has been cancelled.

Important reminders:

- [Face coverings](#) must be worn at all times when outside of your assigned bedroom if you live in Hilltop or assigned suite if you live in Adirondack and Mohawk.
- [Screening forms](#) must be completed DAILY.
- If you have COVID-19 symptoms, including a fever of 102°F or higher, severe coughing spells, shortness of breath, blue lips or face, constant severe pain or pressure in your chest, extreme tiredness or lethargy, slurred speech, seizures, are coughing up blood, have new confusion or new serious disorientation (acting confused), or can't speak in full sentences, you should contact the [Wellness Center](#) (315-792-7172) for instructions. **These symptoms must be reported on the daily screening form.** When calling the Wellness Center with symptoms, please leave a message with the reason for your call and your phone number.

We appreciate your compliance with these health efforts, and we will share important updates with you as needed.

The Office of Student Affairs