



MERRIMACK COLLEGE

FALL 2020 RETURN TO CAMPUS HANDBOOK

Processes, Protocols and Guidelines

Volume 1 • July 2020





Dear Merrimack College Community,

We are looking forward to reopening Merrimack campus for the Fall 2020 semester. To prepare our community, this document details the policies and procedures we have adopted to help protect the health and safety of those on our campus during the ongoing COVID-19 pandemic. It is very important that you, as a Merrimack student, parent or employee – and a valued member of our community – review this guide to understand Merrimack’s approach and how you should engage in what will be a different, yet exciting, campus experience.

When you return to campus, you will immediately notice that campus has been transformed. Many alterations are a result of our planned approach to mitigating the spread of COVID-19, but others, aimed at enhancing the student experience, will transcend this pandemic. Like other institutions, Merrimack has made numerous changes to help de-densify many areas, including classrooms, dining areas, residence halls and student hang-out spaces. To that end, we have created new dining/student spaces in the Rogers Center and McQuade Library and structured new classroom spaces in several buildings, including the Arcidi Center. Most importantly, to protect each other, all members of our campus community are wearing face coverings, socially distancing and being tested for COVID-19 on a regular basis. Right away, your on-campus experience will be different – impacting everything from the way you enter, exit and walk through buildings to how you order lunch –and you will undergo COVID-19 testing within a few days of arriving on campus.

We have also made adjustments to this year’s academic calendar. Undergraduate classes for the Fall 2020 semester will begin on Monday, August 24, 2020. The College will populate residence halls in waves, starting Saturday, August 15, 2020. Freshman move-in and orientation will begin on Wednesday, August 19, 2020.

Graduate classes start dates for the Fall 2020 semester will vary by program. Students will receive program start information directly from their program directors.

We have undertaken several important and thoughtful steps to mitigate the health risks associated with COVID-19 – and are hopeful that Merrimack’s campus will be one of the safest places that anyone can be during the fall semester. To minimize the risk of spreading COVID-19 to others – and maintain our ability to keep our campus open – it is critical that everyone follows all of the safety and health protocols.

While we cannot guarantee that Merrimack College will be untouched by COVID-19, we promise to be transparent about campus changes. Please continue to monitor your Merrimack College email as this situation is rapidly changing and the College may have to adjust procedures and plans shared in this document in order to ensure the health and safety of our community.

I look forward to seeing you this fall. Be safe and be well on your journey back to Merrimack.

Sincerely,

Christopher E. Hopey, Ph.D.
President, Merrimack College

A PHASED APPROACH TO OPENING

In order to safely reopen Merrimack's campus, the institution's plan includes a phased approach in order to give the College time to safely implement and modify reopening processes as needed. The following provides a brief overview of the different phases of the opening plan:



Built on Governor Baker's phased opening of Massachusetts, the College is currently operating in "Cautious phase." In this stage, we have increased the number of full-time faculty allowed on campus, while encouraging work from home, Zoom meetings, reduced office density and other social distancing measures. Residential graduate students are living at the College, but no undergraduate students other than orientation and admission ambassadors are allowed on campus.

The College's "Vigilant" phase will begin Saturday, August 15, dependent on local and national trends and government and Centers for Disease Control (CDC) recommendations. This stage has been developed by tracking the Centers for Disease Control and Prevention's and Massachusetts Department of Health's policies, participating in Massachusetts Department of Health weekly meetings and working closely with a number of education and public health agencies, including the Governor's Task Force on Opening Higher Education, the Higher Education Testing Sub-Task Force, New England Commission of Higher Education, Massachusetts Department of Higher Education, and the Andover and North Andover Departments of Public Health.

The "Vigilant" phase includes residential move-in, which will happen in waves from Saturday, August 15–Sunday, August 23, 2020 starting with Resident Advisors and remaining orientation leaders, and then proceeding with athletes, freshman and, finally, upper class students. Freshman orientation, which begins Wednesday, August 19, will be held in small groups.

Students, faculty and staff will be tested for COVID-19 when they arrive on campus, and 4,500 subsequent tests will be administered each week through Friday, November 20. Traveling athletes and other higher risk students will be tested twice a week as needed and per NCAA guidelines.

The "Vigilant" phase will remain the new normal of the College until the COVID-19 virus is eradicated or a vaccine becomes available.



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ADJUSTED FALL SCHEDULE

The College has made adjustments to the academic calendar in order to avoid an outbreak over the fall holidays. The Fall 2020 calendar is as follows:

AUGUST

15-23	(Sat-Sun)	Move-in
19	(Wednesday)	Orientation begins
24	(Monday)	FALL CLASSES BEGIN Opening of the Academic Year
25	(Tuesday)	Mass of the Holy Spirit via Zoom
31	(Monday)	Fall Session 1 graduate online classes begin

SEPTEMBER

1	(Tuesday)	Last day for adding and dropping courses Last day for converting to or from Audit
4	(Friday)	Last day for adding and dropping Fall Session 1 graduate online courses
7	(Monday)	Labor Day (All Classes Meet) Last day to withdraw from classes and housing (with refund)
8	(Tuesday)	Last day for conversion of "N" grade for Summer 2020

OCTOBER

9	(Friday)	Last day to withdraw with a "W" for Fall Session 1 graduate online courses
12	(Monday)	Indigenous Peoples Day (All Classes Meet) (formerly Columbus Day)
15	(Thursday)	Midterm grades are due by midnight
19	(Friday)	Midpoint of semester
23	(Friday)	Last day for Fall Session 1 graduate online courses
26	(Monday)	Fall Session 2 graduate online classes begin
26-28	(Mon-Wed)	Senior advisement for registration for Spring 2021
29	(Thursday)	Senior registration begins for Spring 2021
29	(Thursday)	Final grades due for Fall Session 1 graduate online
30	(Friday)	Last day for adding and dropping Fall Session 2 graduate online courses

NOVEMBER

2-4	(Mon-Wed)	Junior advisement for registration for Spring 2021
5	(Thursday)	Junior registration for Spring 2021
6	(Friday)	Last day to withdraw with a "W" Last day to convert to Pass/Fail
9-11	(Mon-Wed)	Sophomore advisement for registration for Spring 2021
11	(Wednesday)	Veterans Day (All Classes Meet)
12	(Thursday)	Sophomore registration for Spring 2021
16-18	(Mon-Wed)	Freshman advisement for registration for Spring 2021
19	(Thursday)	Freshman registration for Spring 2021
25	(Wednesday)	Last day of fall classes, All residence halls closed
26-27	(Thur-Fri)	Reading Period (Remote)
26	(Thursday)	Thanksgiving
30	(Monday)	Final Examinations begin. All Final Exams are Remote

DECEMBER

4	(Friday)	Last day to withdraw with a "W" for Fall Session 2 graduate online courses
4	(Friday)	Final Examinations end Last day for Fall Session 2 graduate online courses
8	(Tuesday)	Final grades for all courses due by 5 pm Final grades due for Fall Session 2 graduate online
25	(Friday)	Christmas

UNDERGRADUATE AND GRADUATE STUDENT OPTIONS FOR FALL 2020 ENROLLMENT

We have been encouraged by the number of students and families who have expressed their excitement about returning to campus this fall. While the on-campus experience will undoubtedly be different, we are looking forward to resuming operations and welcoming students back to campus. However, to ensure proper planning, it is critical that we understand the intention of every student.

The College has made significant investments to increase social distancing and protect the health and safety of our students, faculty and staff during this pandemic. We have additionally invested millions of dollars in campus alterations and reconfigurations, as well as new classroom technologies aimed at enhancing the student learning experience.

Merrimack College is not alone in making these changes. In fact, the majority of colleges in Massachusetts and across the country are making similar adjustments. Most colleges have made significant changes to their campuses and policies to make it safe for students to return to campus and have reallocated budgets and added fees to offset the resultant costs.

For the 2020–2021 academic year, Merrimack College is providing students with three options:

- 1 Come to campus and take part in a combination of in-class and online courses.**
If you select this option, you will have access to the widest array of courses and services. Whether you choose to live on campus or commute from home, you may participate in on-campus activities and take advantage of all available campus services.
- 2 Take virtual classes / learn from home.**
With this option, you are choosing to participate in virtual courses and online services and will not be on campus. Due to their interactive, hands-on nature, some courses cannot be offered in an online format, thereby limiting your course choices. Please note that, like most other institutions, we are not offering tuition reduction for those who select this option.
- 3 Take a COVID-19 leave of absence – for one semester, or a full year – without penalty.**
If you select this option, you will not be enrolled in courses at Merrimack or participate in any College-sponsored, on-campus, or online programming unless otherwise noted, and you will not be allowed on campus. Those who select this option can re-enroll in the College without re-applying after the COVID-19 leave of absence is completed. Students interested in taking a leave of absence must fill out and submit the COVID-19 **Leave of Absence Form**. Athletes considering this option should consult their coach regarding the impact on eligibility. Certain programs such as nursing and teacher education that require state licensure may be exempt. Students should follow up with their program directors.

Undergraduate and graduate students will not be charged for a leave of absence. However, if undergraduate students take courses at another college during this time, they will be charged \$100 per semester credit to transfer credits to Merrimack. Please note that not all credits are transferable.

We ask that you carefully review this document, your options and speak with your physician, family members and friends so that you can make the decision that is best for you.

You are required to complete your Intent to Enroll form by 5 p.m. E.T. on Friday, July 17, 2020.

Check your email for a link to the form.

If you have questions, you can email the **Task Force** or call (978) 837-5599.

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- + Return to Campus Guidelines and Protocols**
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- + Hygiene and Face Coverings**
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- + Campus Shutdown Policies and Plan**

GENERAL SAFETY POLICIES FOR ALL CAMPUS MEMBERS

While Merrimack College remains committed to providing an outstanding learning and working environment, COVID-19 has forced us to reimagine how to deliver a high-quality education with more frequent remote engagement. It has challenged us to look at residential life, classrooms and dining in new and creative ways. It has created a once-in-a-lifetime opportunity to break old habits and create new and relevant ways to teach and learn – and caused us to rethink how we deliver services such as counseling, student life and career development services.

ENTERING CAMPUS

Campus entrances are gated and guarded 24 hours a day, and entry is limited to enrolled students, faculty and staff, parents, vendors, Islander hockey participants and visitors to the admissions center. Everyone entering campus will be required to sign a waiver of liability and assumption of risk after reviewing the return to campus policies at the checkpoint as they enter campus each day. This document covers critical health and safety information regarding COVID-19 best practices, including but not limited to social distancing, self-care and cleaning.

Anyone entering the campus must follow the below guidelines:

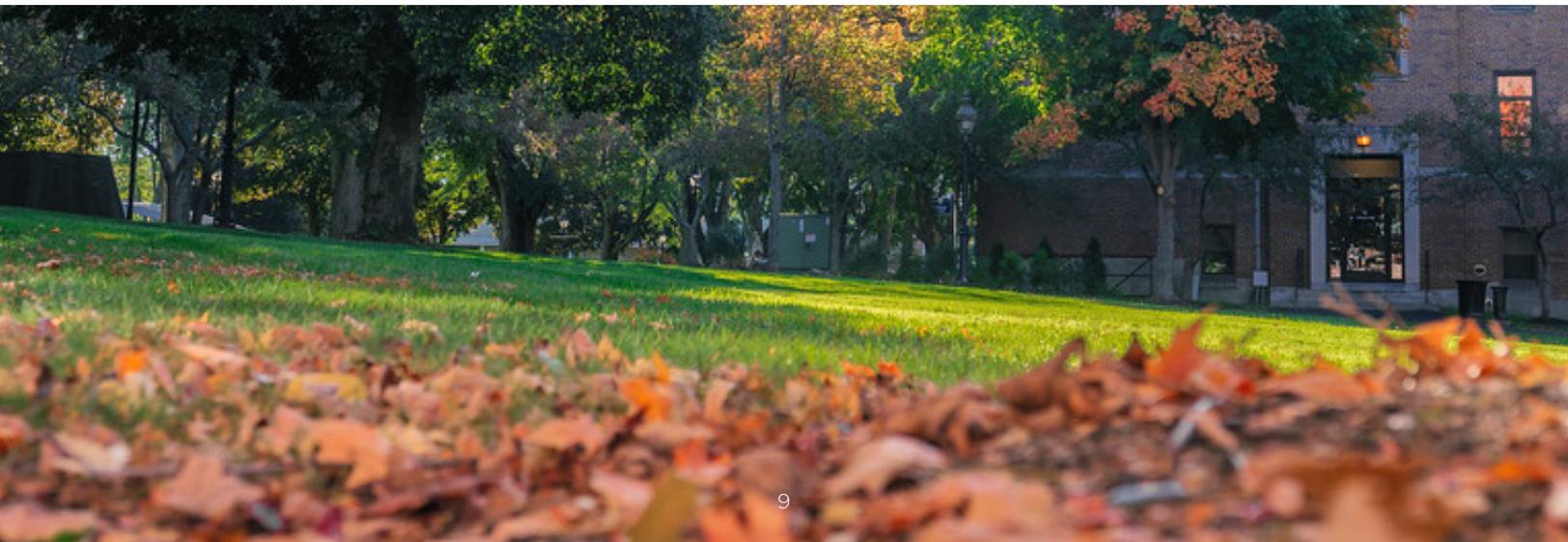
- Check in with the Merrimack College Police Department (MCPD) at the Rock Ridge Road entrance (*a second entrance will be added in the fall*).
- Wear a face covering.
- Follow social distancing policies of six feet or more.
- Review the COVID-19 Return to Campus Policies and Procedures, and the COVID-19 Return to Campus Checklist and sign a waiver of liability and assumption of risk each time they arrive onto the campus.
- Self-identify any COVID-19 symptoms and answer the following questions before seeking entrance onto the campus:
 - Have you traveled outside of the country in the past 14 days?
 - Have you or anyone in your household experienced COVID-19 symptoms in the past 14 days?
 - Have you or any member of your household been diagnosed with COVID-19 in the past 14 days?

CAMPUS VISITORS

Generally, visitors and guests will be prohibited from campus, with exceptions including visiting parents and family, admissions visitors, essential vendors and contractors, and Islander hockey participants. All visitors must review the COVID-19 Return to Campus Policies and Procedures, the COVID-19 Return to Campus Checklist and sign a waiver of liability and assumption of risk each time they arrive on the campus. Visitor experiences on campus will be limited depending on the visit. There will be no exceptions, unless approved by the Office of the Executive Vice President.

SHARED RIDES, DELIVERIES AND PACKAGES

Shared rides and food deliveries are not allowed on campus. Instead, shared rides and food deliveries will be directed to an isolated pickup location off Rock Ridge Road. The student post office will collect all USPS, FedEx, UPS and Amazon packages and mail.



RETURN TO CAMPUS GUIDELINES AND PROTOCOLS

As we prepare to reopen campus, Merrimack College's first priority remains, as always, the safety and well-being of our students, faculty and staff throughout the ongoing COVID-19 pandemic. Until a vaccine or treatment is made available to the public, Merrimack College will continue to use evidence-informed methods and policies to protect the health and safety of its students, faculty and staff while on campus.

What makes Merrimack College as a community unique is that we all look out for one another. In the coming months, you will need to be cognizant that your actions impact others – especially if you do not feel well. It is essential that we protect each other and mitigate the spread of the disease. This document outlines new policies, health measures and changes to the campus's social experience in order to assist in this effort and mitigate the spread of COVID-19.

HEALTH AND SAFETY

- All students, faculty and staff who choose to return to Merrimack's campus this fall will be screened and tested for COVID-19 on an ongoing basis.
- Students, faculty and staff will be responsible for monitoring their own health daily, as well as for self-reporting, self-quarantining and self-isolating should they test positive for COVID-19.
- All students, faculty and staff will be required to wear face coverings, social distance, ensure proper hygiene and otherwise conform to the policies of the College with regard to mitigating the spread of COVID-19.

ONGOING MONITORING

The College's COVID-19 Task Force will continue to monitor the ongoing developments related to COVID-19 prevention, communications, outreach and response planning, and will advise College leaders on policies and decisions aimed at ensuring the safety of Merrimack students, faculty and staff.

TRAVELING TO MASSACHUSETTS FROM OUT OF STATE

All students arriving to campus – including Massachusetts resident students who have traveled 14 days prior to returning to campus – are instructed to self-quarantine for 14 days.

Under current state guidelines, beginning July 1, 2020, travelers from Rhode Island, Connecticut, Vermont, New Hampshire, Maine, New York and New Jersey arriving in Massachusetts are exempt from this directive and need not self-quarantine for 14 days. Any student traveling from a state not listed under the current guidelines, should contact (978) 837-5599 to discuss a travel schedule that safely moves you onto the campus and meets state regulations. All students are instructed not to travel to campus if they are displaying symptoms of COVID-19. Students need to report their symptoms by calling (978) 837-5599.

International students who are traveling to the campus must quarantine for 14 days in College provided quarantine areas. Students will work with the Director of Global Education and International Student Support to coordinate travel plans.



SYMPTOM MONITORING

Each day, before reporting to campus or leaving your residence hall, all members of the community should complete a daily self-screening and fill out a COVID-19 Daily Checklist to confirm that you do not exhibit any symptoms potentially related to COVID-19.

If you have any of these symptoms of COVID-19 while away from the College, do not return to campus. Call your medical provider and notify the College to report symptoms. Students must call (978) 837-5599. Employees must contact **Human Resources** or call (978) 837-5599.

If you live on campus and have any symptoms, please do not leave your room and call (978) 837-5599.

Signs and symptoms of COVID-19 include the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- New gastrointestinal symptoms

EXPERIENCING SYMPTOMS WHILE ON CAMPUS

Any students who become symptomatic while on campus must immediately call (978) 837-5599 to be evaluated in consultation with a telehealth professional and directed to an on- or off-campus testing facility. For residential students, the College has engaged the services of a local testing facility for emergency testing.

Commuter students who experience symptoms should immediately call (978) 837-5599.

Employees who suffer from symptoms while on campus should inform their supervisor, leave campus immediately and contact their personal health care provider.

SOCIAL DISTANCING

In addition to wearing a face covering while on campus, everyone must follow social distancing best practices. The goal of social distancing is to reduce transmission of COVID-19 and not to completely eliminate all interactions. While on campus, everyone must attempt a minimum of six feet from individuals to reduce the spread of COVID-19 when possible.

CAMPUS HEALTH AND SAFETY MEASURES

By this point, most people own and use various Personal Protective Equipment (PPE). While we recommend you bring your own face coverings and other PPE, please be aware that:

The College has invested in cleaning and Hygiene Installations around the campus

- 300+ hand sanitizer dispensers (wall mounted and stands)
- 200 sanitizing wipe dispensers
- 19 electrostatic sanitizing sprayers
- 55 gallon self dispensing sanitizer drums

Additionally, Merrimack has created other protection measures across campus including physical barriers and touchless entry solutions. Investments made include:

- 200+ plexiglass barriers in offices and classrooms (rolling barriers for faculty)
- 357 touchless plumbing sensors
- 63 occupancy light sensors
- 142 kickdown door stops
- 200 step-and-pull for doors
- 1300 movable room dividers

The College has acquired multiple supply chains for acquisition of additional supplies.



HYGIENE AND FACE COVERINGS

HANDWASHING

Students, faculty and staff should wash their hands often with soap and water for at least 20 seconds, especially after they have been in a public place, or after blowing their nose, coughing, sneezing or touching their face. If soap and water are not readily available, they should use a hand sanitizer that contains at least 60 percent alcohol. When using hand sanitizer, students, faculty and staff should cover their hands and rub them together until they feel dry. Hand sanitizer dispensers will be placed around campus in strategic locations, but students are advised to bring a personal supply when returning to Merrimack College for the 2020-2021 academic year.

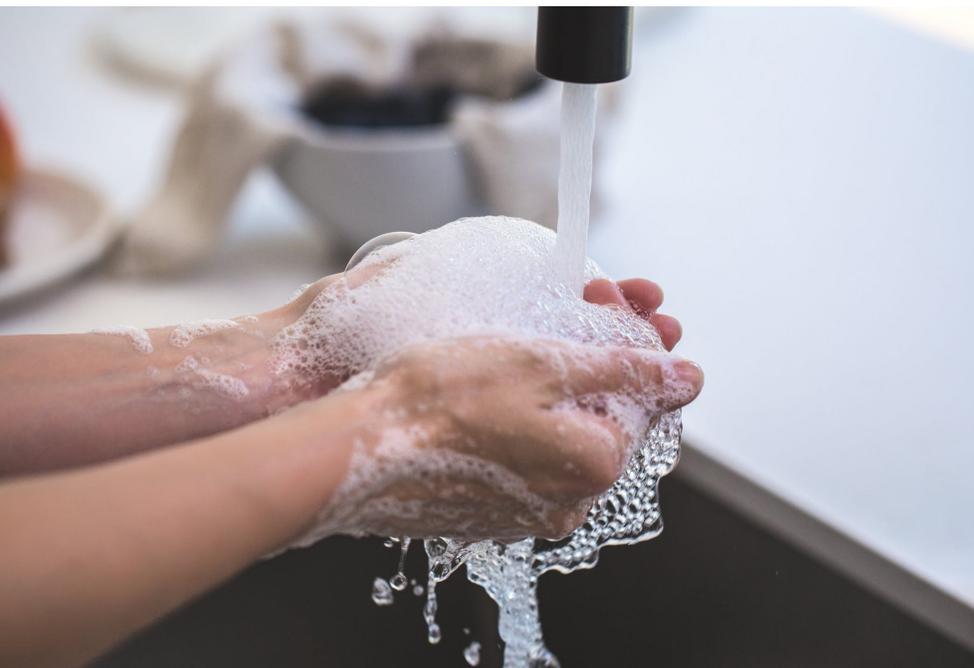
ENHANCED CLEANING AND DISINFECTING

The College has made significant investments in upgraded cleaning protocols, electrostatic sanitizing sprayers, EPA-registered COVID-19-killing green cleaning solutions, additional cleaning staff and other enhanced cleaning strategies.

COMPLIANCE AND ENFORCEMENT OF COVID-19 POLICIES

The members of the College community depend upon each other to ensure a safe and vibrant community. Contact the Task Force with any concerns about the implementation of the College's policies and/or practices.

Merrimack will not tolerate non-compliance with our policies and practices as it relates to keeping the campus safe. The Community Standards will reflect changes to our Code of Conduct that will hold students accountable for things like refusing to wear a face covering, or not taking COVID-19 tests. Faculty are asked to contact MCPD if students refuse to properly wear face coverings in class.



FACE COVERINGS

Effective immediately and until further notice, anyone (age two and up) on the Merrimack College campus or in public areas of College housing, whether indoors or outdoors, who is unable to maintain a distance of approximately six feet from every other person is required to cover their mouth and nose by wearing a face covering. Employees working alone in their offices and residential students who are alone or with their roommate in their college-owned housing do not need to wear face coverings.

Merrimack College reserves the right to decline entry to any individual who refuses to wear a face covering for nonmedical reasons.

Face coverings are not a substitute for social distancing or hand hygiene. However, cloth face coverings can help prevent presymptomatic and asymptomatic individuals from inadvertently spreading the virus to others.

Face coverings should:

- Cover the nose and mouth
- Fit snugly but comfortably against the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction
- Be laundered and machine dried frequently

When handling face coverings:

- Wash your hands with soap and water or apply hand sanitizer before and after removing a cloth face covering
- Assume the outside of the cloth face covering is dirty; mark it in some way so that you do not inadvertently wear it outside-in
- Store your cloth face covering in a clean paper bag
- Only handle your cloth face covering by the ties or ear straps
- Do not pull your cloth face covering below your chin while wearing it — dangling or ill-fitted cloth face coverings could lead to cross-contamination
- Do not touch your eyes, nose or mouth

CAMPUS TESTING, QUARANTINE AND ISOLATION

Students, faculty and staff on campus are expected to do their part to keep the campus community safe. By coming to campus, you are agreeing to the following expectations:

- Maintain at least six feet of distance between people.
- Avoid gatherings of more than 10 individuals (including office gatherings, in-person meetings and permissible visitors – not including classes or approved sponsored events).
- Self-monitor for COVID-19 symptoms daily and certify that you have not experienced any COVID-19 symptoms in the past 14 days or been in contact with anyone diagnosed or experiencing symptoms in the past 14 days.
- Wear a face covering in all public spaces and spaces used by multiple people.
- Execute a waiver of liability and assumption of risk and consent form.
- Submit to regular testing.
- Avoid traveling off campus, including personal weekend travel. Residential students should avoid leaving campus to reduce infection and transmission of COVID-19.
- Stay home (or leave the workplace/classroom) and notify the appropriate individuals (supervisor/Human Resources, Task Force) if symptoms develop.
- For employees, have meetings virtually and avoid shared spaces, even when on campus; stagger shifts; and encourage remote work as much as possible.
- Wash your hands frequently and know the signs of COVID-19.

CAMPUS WIDE REGULAR SURVEILLANCE COVID-19 TESTING

Based on the current understanding of the virus and statewide planning, all students, faculty and staff will be tested initially at the beginning of the fall semester (baseline test) and on a weekly basis throughout the semester as part of a coordinated asymptomatic surveillance testing approach. Those who do not agree to submit to testing will not be allowed on campus.

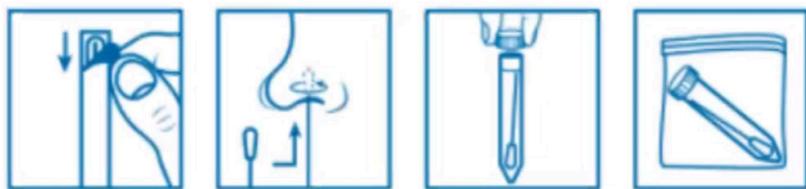
The College has joined 40 area colleges by subscribing to the Broad Institute's 'Safe for School' Program. This will allow the College to conduct testing on campus while the testing of each sample is performed at the Clinical Research Sequencing Platform (CRSP), the clinical testing laboratory at the Broad Institute of MIT and Harvard. This laboratory operates under a set of government regulations known as CLIA that allow us to run high complexity molecular tests, such as the one used to detect COVID-19. The test that is run by CRSP is a modified version of a test developed by the CDC. Over 250,000 tests have been performed to date.

As a result:

- Approximately 4,500 people per week will be tested on campus.
- Approximately 70,000 per semester tests are expected to be administered.
- An app will be used to assist in coordinating the testing process and will also be used to notify any student, faculty, or staff member of a positive test.

Broad Testing Service (BTS)¹

Safe for School Program



A POSITIVE COVID-19 TEST: WHAT TO DO

STUDENTS WHO TEST POSITIVE

- Notification of a positive test result from the Broad 'Safe for School' test administered by Merrimack will be made to the student and the institution through the app. Students who test positive will be subject to isolation protocols.
- If a student who takes additional (not replacement) COVID-19 tests outside of the College's 'Safe for School' testing, and tests positive for COVID-19, the student should immediately call (978) 837-5599 to report the positive test.
- Students who also appear to have symptoms while on campus outside of weekly testing will be tested immediately; if they test positive for COVID-19 they will be subject to isolation protocols.
- In all cases where a student tests positive they are to self-isolate for at least 10 days. Student isolation protocols include:
 - If students live within 150 miles they will be isolated temporarily and sent home as soon as possible for the duration of their quarantine.
 - If they live farther than 150 miles, or if they have at risk relatives at home, or if they have other special circumstances they will be isolated in one of the isolation beds the College has set aside.
 - In conjunction with the appropriate government health agency, Merrimack College will undertake contact tracing following the student's notification. Contact tracing will include a conversation with the student to determine potential exposures on campus.
 - Sick students should follow CDC recommended steps – sick students should stay in isolation for at least 10 days and cannot return until they have no fever without the use of medication for at least three days and other COVID-19 related systems have improved. Students should work in consultation with healthcare providers, the College and state and local health departments.
- Once the College has been notified of a positive test, Merrimack will undertake contact tracing in conjunction with the appropriate government health agency. Contact tracing will include a conversation with the student to determine potential exposures on campus. Those exposed to infected student will be required to also self quarantine for 14 days per the CDC.
- Any COVID-19-related obstacles will be on a case-by-case basis. Communicating issues and concerns and doing so honestly in an effort to look out for each other will be paramount. The entire COVID-19 situation requires shared responsibility, looking out for others, and not penalizing anyone who gets sick. The College is committed to protecting our students and community. We will work tirelessly with each individual to figure out the most appropriate strategy to assist them and the community, but this also requires everyone to do their part and work with the institution.

REMOTE LEARNING WHILE SICK WITH COVID-19

Students who are physically out of class due to COVID-19 will have the ability to continue their learning remotely when they are well enough to resume class engagement. Students should communicate with all their professors as soon as they know they will be missing one or more classes.

Students who are taking courses that cannot be continued remotely will be provided with alternate options to ensure that all credit hours can be completed.

EMPLOYEES (FULL-TIME AND PART-TIME) WHO TEST POSITIVE

- Notification of a positive test result from the Broad 'Safe for School' test administered by Merrimack will be made to employees and the institution through the app.
- If an employee who takes additional (not replacement) COVID-19 tests outside of the College's 'Safe for School' testing and tests positive for COVID-19, the employee should immediately alert the **Office of Human Resources** or call (978) 837-5599.
- In all cases where a person tests positive they are to self-isolate at home for at least 10 days. No employee who tests positive will be allowed to return to campus before they have isolated for a minimum of 10 days, and that during those 10 days they had no fever for at least three days without the use of medication. The College will work with employees on when is the best time to return.
- Once the College has been notified of a positive test, Merrimack will undertake contact tracing in conjunction with the appropriate government health agency. Contact tracing will include a conversation with the employee to determine potential exposures on campus. Those exposed to infected employees will be required to also self quarantine for 14 days per the CDC.
- Any employee who exhibits symptoms while at work should leave work after contacting their supervisor and immediately contact their personal physician or call (978) 837-5599.
- Employees who are well but who have a sick family member at home with COVID-19, or are otherwise exposed to a person infected with COVID-19 should notify their supervisor and the Office of Human Resources, and follow CDC recommended precautions to stay at home in quarantine for 14 days from when the family member recovers.
- Any COVID-19-related obstacles will be considered on a case-by-case basis. Communicating issues and concerns and doing so honestly in an effort to look out for each other will be paramount. The entire COVID-19 situation requires shared responsibility, looking out for others, and not penalizing anyone who gets sick. The College is committed to protecting our faculty and staff. We will work tirelessly with each individual to figure out the most appropriate strategy to assist them and the community, but this also requires everyone to do their part and work with the institution. Those who believe they have circumstances limiting their ability to return to work should contact the Human Resources to discuss.

REMOTE WORK WHILE SICK WITH COVID-19

In most cases, faculty and staff who are quarantined or isolated from work due to COVID-19 will have the ability to continue their work remotely if their symptoms are manageable. Faculty and staff should discuss their work schedules with the Office of Human Resources if they are sick with the virus and follow the Merrimack College Leave for Exposure to Communicable Diseases policy. If remote work is not possible for an individual, other types of leave may be available. Please contact **Human Resources** to discuss options.



CONTACT TRACING

CONTACT TRACING

The ordering clinician of a patient who has tested positive for COVID-19 is required to report that positive test to the state department responsible for public health (Massachusetts Department of Public Health and New Hampshire Bureau of Infectious Disease Control). The local board of health or health department in the community where an infected patient lives will also be contacted. The relevant state or local agency will coordinate contact tracing related to that patient.

In the event of a positive COVID-19 test on Merrimack's campus, contact tracing will be used to identify and contact members of the community (students, faculty, staff) who meet the CDC and Massachusetts Department of Public Health guidelines for being at risk — and told to self-isolate and get tested.

The College will use a contact tracing team trained in Johns Hopkins University protocols to work in concert with the state and local community to ensure faster identification of contacts at risk.

Those deemed by the contact tracing team to be at risk will be informed they have been in contact with a confirmed case and provided with the appropriate self-quarantine protocols. In situations where the employee is not sick but is in self-quarantine, they should work remotely.

CAMPUS EXPECTATIONS FOR NOTIFICATION OF COVID-19 POSITIVE COMMUNITY MEMBERS

In the event of a positive COVID-19 test, contact tracing will be used to identify and contact members of the community (students, faculty, staff) who meet the CDC and Massachusetts Department of Public Health guidelines for being at risk; these individuals will be told to self-quarantine and get tested. The names of individuals who test positive for COVID-19 will remain confidential. There will be no announcements about individuals who test positive.



RESIDENTIAL STUDENT QUARANTINE AND ISOLATION (PER CDC)

Quarantine is for students who have been identified as a contact of someone who is COVID-19 positive but are not exhibiting any symptoms and have not tested positive. Individuals who are in quarantine should stay in place for 14 days. A student living in Merrimack College housing who is quarantined would remain in their campus housing during the quarantine period.

Isolation is for students who have either tested positive for COVID-19 or who are exhibiting symptoms of COVID-19 (including fever, chills, muscle pain, headache, sore throat, or new loss of taste or smell) and have been told by a provider that they have, or probably have, COVID-19, even in the absence of a test. A student living in Merrimack College housing who is required to be placed in isolation will be assigned housing and moved to that alternative housing during the isolation period. Students living within 150 miles from campus should plan to return home.

COMMUTER STUDENT QUARANTINE AND ISOLATION AT HOME

In all cases where a person tests positive they are to self-isolate at home for at least 10 days. No commuter student who tests positive will be allowed to return to campus before they have isolated for a minimum of 10 days, and that during those 10 days they had no fever for at least 3 days without the use of medication. The College will work with commuter students on when is the best time to return. Please note that commuter students who are well but who have a sick family member at home with COVID-19, or are otherwise exposed to a person infected with COVID-19 should call (978) 837-5599, and follow CDC recommended precautions to stay at home in quarantine for 14 days from when the family member recovers.

EMPLOYEE QUARANTINE AND ISOLATION AT HOME

In all cases where an employee tests positive they are to self-isolate at home for at least 10 days. No one who tests positive will be allowed to return to campus before they have isolated for a minimum of 10 days, and that during those 10 days they had no fever for at least 3 days without the use of medication. The College will work with employees on when is the best time to return. Please note that employees who are well but who have a sick family member at home with COVID-19, or are otherwise exposed to a person infected with COVID-19 should notify their supervisor and Human Resources, and follow CDC recommended precautions to stay at home in quarantine for 14 days from when the family member recovers.

FOR INDIVIDUALS WITH COVID-19 UNDER ISOLATION

Persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation and return to campus under the following conditions:

- At least 10 days have passed since symptoms first appeared.
- All respiratory symptoms are improving (cough, shortness of breath).
- At least 3 days (72 hours) have passed with resolution of fever without the use of fever-reducing medications.

Individuals with laboratory-confirmed COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation and return to campus under the following conditions:

- At least 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.

Note that because symptoms cannot be used to gauge where these individuals are in the course of their illness, it is possible that the duration of viral shedding could be longer or shorter than 10 days after their first positive test. The protocols on this page follow recommendations made by the CDC.

MENTAL HEALTH

During these uncertain times, attending to mental health is more important than ever. Merrimack is committed to supporting students' health and well-being. Students will be offered mental health and health services on campus and through teletherapy and telemedical appointments.

Appointments can be scheduled by calling (978) 837-5441. Merrimack will also be offering private spaces on campus for students to continue teletherapy with their at-home therapists. Employees who need mental health support can access Merrimack's Employee Assistance Program through the Human Resources page on MyMack or by contacting [Human Resources](#).





CAMPUS SHUTDOWN POLICIES AND PLAN

CAMPUS OUTBREAK OF COVID-19

Merrimack College is prepared for COVID-19 outbreaks in our local community and for individual exposure to occur in campus buildings.

The Commonwealth of Massachusetts requires the College to have a shutdown protocol in place before move-in. In the event of a major outbreak on campus, or by order of the government, the College reserves the right to evacuate the campus and send students home for a short or long period of remote learning to contain the outbreak. Following the containment, the College would then bring students back to campus. The College will do its best to give students and families 24 hours notice in the event a shutdown must take place.

The College may experience an increase or cluster of COVID-19 infections due to the congregational nature of a residential college campus. In order to identify a potential campus outbreak of COVID-19, Merrimack will be working in close collaboration with local public health authorities to ensure any prevalence of COVID-19 on campus, identified through symptomatic reports or asymptomatic surveillance testing. In consultation with local and state public health authorities, the College will respond with a temporary or full campus shutdown, should such an event occur. All students, faculty and staff will be notified and evacuation procedures will be implemented.

If Merrimack must shut down campus, it will move to remote work and learning, for a temporary period of time and then resume face-to-face classes when appropriate in this situation.

The College will not reduce tuition or fees costs or reimburse room and board fees for such a shutdown.

IN THIS SECTION

- + Teaching and Learning for Fall 2020 Semester**
- + Attending Class on Campus**
- + Advising, Success Coaching, Tutoring and Library Use**
- + Experiential Learning and Student Employment**
- + Travel and Transportation**
- + Facilities**

TEACHING AND LEARNING FOR FALL 2020 SEMESTER

FALL 2020 UNDERGRADUATE ACADEMIC CALENDAR

Classes will begin on Monday, August 24, and end on Wednesday, November 25. Final exams will begin remotely on Monday, November 30, and end on Friday, December 4. Unlike in previous semesters, classes will be held on all weekdays, including Labor Day, Indigenous Peoples Day and Veterans Day.

FALL 2020 GRADUATE ACADEMIC CALENDAR

Graduate program start dates will vary. Graduate students will receive start dates directly from their program director. On campus instruction will end on Wednesday, November 25. Classes will continue remotely on Monday, November 30 and end on Friday, December 4. Unlike previous semesters, classes will be held on all weekdays including Labor Day, Indigenous Peoples Day and Veterans Day.

SPRING 2021 CALENDAR

The College is currently exploring the timeline for the spring semester.

UNDERGRADUATE AND GRADUATE REVISED COURSE DELIVERY MODALITIES AND REVISING YOUR FALL 2020 COURSE SCHEDULE

This Fall the College will be offering more than 1,100 undergraduate and graduate course sections. The majority of students will have some combination of on-ground and remote courses. Currently, 17% of all sections will be taught remotely. As part of our de-densification efforts, as well as to accommodate students who may need to take classes remotely due to illness, self-isolation or quarantine, most on-ground courses will include hybrid and remote components.

In the course syllabus, each professor will outline meetings and course expectations at the start of the fall semester. If students are required to have a period of isolation or quarantine, they will engage in remote learning for the duration of that period.

We recognize that some students may need to change their schedule based upon their circumstances and they will have the ability to review all adjustments with an academic advisor or success coach prior to the start of the fall semester. In late July, the Academic Success Center will contact undergraduate students through email regarding their schedules and how to make adjustments to meet each student's needs. Graduate students will be contacted by their program directors. Students can reach staff in the Academic Success Center at (978) 837-5278 or asc@merrimack.edu.

FULLY REMOTE LEARNING

Some faculty will teach their classes in a fully remote modality. These classes have been designed to increase engagement and to achieve the same outcome as the on-ground classes. While most remote classes will be synchronous, many will have asynchronous components.

ON-CAMPUS-ONLY CLASSES

A small number of classes will be offered only on campus with no remote opportunities.

OPPORTUNITIES TO ADJUST SCHEDULES

It is important to note that all undergraduate and graduate students are blocked from having access to their previously scheduled courses due to the moving pieces of academic scheduling and COVID-19 campus planning. It is our intent to open access to view courses by July 24, 2020. All undergraduate and graduate students will have full electronic access to make changes to their courses on July 24th. Students may adjust, add, drop and register for courses beginning July 24. Undergraduate students should contact the Academic Success for any questions they have before the 24th.

Graduate students should go directly to their program directors.

LAB CLASSES AND PERSONAL PROTECTIVE EQUIPMENT EXPECTATIONS

Each department that offers laboratory-based classes will present clear rules for how those classes will be run in a socially distant and safe manner. Some labs will be remote and some will be in person, and many in-person labs will include remote components.

Each student will purchase their own personal protective equipment (PPE) - lab coat, goggles and face covering - as they would have in prior semesters. If gloves are part of the required PPE, these will be provided. If a face covering breaks in a lab, one will be made available, but it remains the students' responsibility to ensure that they have face coverings and wear them. The Bookstore will have PPE equipment for sale for students in August.

ACADEMIC POLICIES

Except where otherwise stated in this document, or if modified in the future, the College will be following all normal academic policies and procedures for the fall semester. Academic policies and procedures can be found in the College catalogs.



ATTENDING CLASS ON CAMPUS

Over the summer, the College made changes to its facilities to allow safe social distancing by de-densifying classrooms and other spaces across campus. Students, faculty and staff are encouraged to remain vigilant and follow recommended social distancing practices, which are posted around campus.

REDUCED CLASSROOM DENSITY

The number of seats in each classroom has been reduced by 50 percent. All desks are facing the front and should not be moved, so as to maintain the appropriate distance between students. This means that in some sections, not all students enrolled will fit in the room at the same time. In these cases, the faculty will arrange for some students to access the course through a remote alternative. Faculty members will provide details for their courses.

PROTECTIONS FOR FACULTY

Faculty will stand at an appropriate social distance from students and will utilize a rolling plexiglass board for added protection. Given this added protection, faculty might choose not to wear a face covering while teaching. If not using plexiglass, faculty will be wearing a face covering.

CLASSROOM PROTOCOLS

It is recommended that students sit in the same seats for each class meeting. Seats and desks should not be moved. Students must wear a face covering while in class. Items such as pens and iPads should not be shared. Students must wear a face covering while in class. Those who refuse will be asked to leave class by the instructor. Refusal to comply with these regulations will lead to a disciplinary hearing including expulsion for multiple violations. In addition, faculty who feel concerned may call Merrimack College Police Department at X5911 who will come to remove the student.

SELF-DISINFECTING SPACE

Hand sanitizer and sanitizing wipes will be provided outside every classroom and lab and inside each classroom. Students are asked to sanitize their hands and wipe down their desks before they sit down. Faculty are asked to do the same with any surface they touch.

ENTERING AND EXITING CLASSROOMS

Students entering a classroom are asked to remain outside the room and socially distant until the previous class has exited. To appropriately social distance, students should wait in larger areas such as lobbies or outside buildings until it is time to enter the classroom.

AFTER-HOURS USE OF CLASSROOMS AND ACADEMIC SPACES

Many campus spaces will be open in the evenings for student use. In these spaces, students must practice social distancing and must not move any furniture. Students are asked to wipe down their spaces before and after each use. A list of available spaces will be emailed to students. If a space is full, students are asked to use an alternative space.



ADVISING, SUCCESS COACHING, TUTORING AND LIBRARY USE

All academic services will continue in the fall, with many of them provided remotely. If you have questions or concerns, please contact the Academic Success Center at asc@merrimack.edu or (978) 837-5278.

ACADEMIC ADVISING

Academic advisors are an important point of contact regarding the academic side of returning to campus. All academic advising relationships will continue as usual. Most, if not all, of these conversations will take place over Zoom or some other virtual platform. Incoming freshmen will meet with their Advisor over Zoom or other virtual platform in late August.

SUCCESS COACHING

Success Coaches will continue to be available to students for one-on-one conversations. Most of these will take place over Zoom or other virtual platform. Success coaches are available all summer as well into the fall. Contact (978) 837-5278 or asc@merrimack.edu. More information about coaching can be found on the [Academic Success Center's webpage](#).

TUTORING AND STUDY PARTNER PROGRAMS

Tutors and study partners will be available in the fall. Many sessions will take place over Zoom. Math tutoring will be delivered over Blackboard Collaborate. There may also be some on-ground tutoring with appropriate health and safety protocols in place in the **Writing, Tutoring and Math Centers**. Students can contact tutors or study partners at these centers by emailing tutoring@merrimack.edu.

ACADEMIC ACCOMMODATIONS

The **Accessibility Services Office** is available to help students with specific questions or concerns. Most one-on-one meetings will take place over Zoom. Students can contact the Accessibility Services Office at (978) 837-5722 or accessibilityservices@merrimack.edu.

MCQUADE LIBRARY

The services of the library will be fully operational in the fall. The library will be open as a place for students to study, though there will be a change in the layout of chairs and tables to allow for social distancing. Plexiglass dividers will be placed on tables for additional protection. Furniture should not be moved.

For the fall semester, the library will be open only to the Merrimack campus community.

More information can be found on the [library webpage](#). Librarians can be reached at mcquade@merrimack.edu, at (978) 837-5177 or through text message at (978) 228-2275.



EXPERIENTIAL LEARNING AND STUDENT EMPLOYMENT

EXPERIENTIAL LEARNING

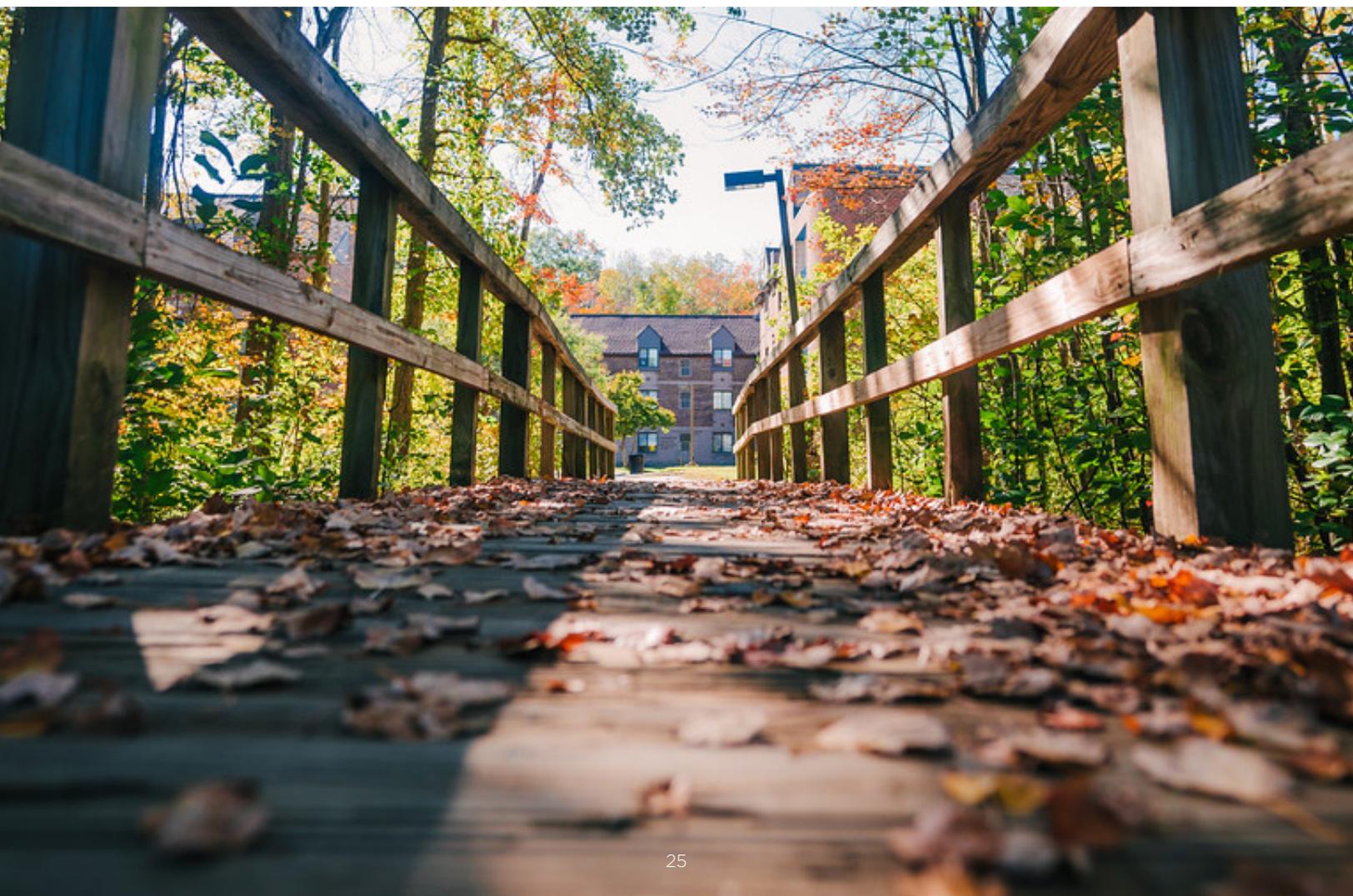
- Academic programs with accreditation requirements for experiential learning, field experience and/or internships will work with the relevant accrediting body to create safe and substantive alternatives.
- Academic programs that have College requirements for internships, field experience and/or experiential learning will be adjusted so students do not need to leave campus to fulfill them.
- Course-based experiential learning requirements and extracurricular programs with experiential components will be adjusted so that students do not need to leave campus.
- Students seeking remote internships should contact the **O'Brien Center for Career Development** for assistance. Students can also review available internships on the College's **Handshake** webpage.

OFF-CAMPUS JOBS AND ON-CAMPUS JOBS

Due to the economic impacts of COVID-19, there are fewer job opportunities in the area, and due to the health risks, there are fewer places where students can go and safely return to campus. As a result:

- Off-campus employment is discouraged for residential students.
- The College is expanding its on-campus employment opportunities to help students with the greatest financial need.
- On-campus jobs will be found on the **Handshake** webpage. Additional jobs will be added throughout the fall semester as opportunities become available.

For more information about working on campus, contact Student Employment at studentemployment@merrimack.edu.



TRAVEL AND TRANSPORTATION

The College currently has a travel ban in place, and this ban will remain in place for the entire fall semester. Prior to lifting that ban the College will evaluate the risk factors associated with travel along with the status of the CDC Travel Advisory. In a limited number of circumstances, travel related to research, recruiting, student activities and clubs, and athletics may be approved. Approval for travel will be made at the sole discretion of the President. It is expected that restrictions on travel will persist into 2021, or until the threat posed to travelers and the community has decreased or been adequately mitigated. The College does not regulate the personal travel of staff and faculty but will inform them about government requirements regarding travel where applicable.

STUDENTS LEAVING CAMPUS

Once the fall semester begins, Merrimack College strongly advises students to refrain from extended personal travel until such time as they return home or move elsewhere after the semester has concluded. Extended personal travel is defined as leaving the area of the campus community overnight or engaging in any activity off campus that would increase the risk of COVID-19 exposure.

Students should refrain from travel over weekends, on holidays or otherwise from the time they arrive at the start of the fall semester until the time they depart at the end of the semester. Merrimack will be providing expanded services during weekends.

COLLEGE VEHICLE USE

Employees are not permitted to ride in College vehicles unless necessary. All conference and event-related travel must be approved. In the event that an employee must ride in a vehicle with another employee, both employees must wear face coverings.

TRAVELING TO MASSACHUSETTS FROM OUT OF STATE

All students arriving to campus – including Massachusetts resident students who have traveled 14 days prior to returning to campus – are instructed to self-quarantine for 14 days.

Under current state guidelines, beginning July 1, 2020, travelers from Rhode Island, Connecticut, Vermont, New Hampshire, Maine, New York and New Jersey arriving in Massachusetts are exempt from this directive and need not self-quarantine for 14 days. Any student traveling from a state not listed under the current guidelines, should contact (978) 837-5599 to discuss a travel schedule that safely moves you onto the campus and meets state regulations. All students are instructed not to travel to campus if they are displaying symptoms of COVID-19. Students need to report their symptoms by calling (978) 837-5599.

International students who are traveling to the campus must quarantine for 14 days in College provided quarantine areas. Students will work with the Director of Global Education and International Student Support to coordinate travel plans.

TRAVEL QUARANTINE

Employees and students who travel by airplane, travel overnight or travel to regional COVID-19 hot spots will be required to quarantine for 14 days before coming back to campus, regardless of the reason for traveling. The College will not support or pay for any travel for any student or employee unless preapproved. This includes team athletic travel, student and mission trips and admissions and athlete recruiting. All travel exceptions must be approved by the President or Executive Vice President, additional rules for preapproval will be forthcoming.

STUDY ABROAD

Study abroad programs, both semester-long and short-term, are canceled for the 2020–2021 academic year. Students are encouraged to consult with the Office of Global Education regarding future possibilities.

RIDE-SHARING

Any ride-share requests should be directed to a pickup location off of Rock Ridge Road.

FACILITIES

BUILDING CAPACITY

To comply with social distancing guidelines, the capacity of buildings is being adjusted in various spaces, such as reduced seats in classrooms, dining locations, lounge spaces and meeting rooms. In addition, the capacity of residence hall buildings is being reduced, and triple and quad dorm rooms are all being converted into double-occupancy rooms.

BUILDING FLOW

Measures to improve pedestrian flow within buildings include wall signage and floor decals to encourage six feet of distancing. In addition, directional signage is being installed in dining locations where queuing and waiting occurs.

BATHROOMS

To promote at least six feet of distance between individuals, use of restrooms should be limited based on the size of the space. Hands should be washed afterward following public health guidance.

ELEVATORS

Elevators should be limited to one rider at a time when possible, and all riders should wear a face covering and avoid touching the elevator buttons, if possible. Upon departing the elevator, wash your hands or use hand sanitizer with at least 60 percent alcohol.

OFFICES

Multiple-occupancy office spaces, such as cubicles or shared offices, are being evaluated for either plexiglass installations, barrier modifications, furniture reconfiguration or reduced occupancy. Employees are encouraged to work from home when possible and in coordination with their direct supervisors.

BARRIERS INSTALLED TO REDUCE TRANSMISSION

Plexiglass barriers have been, and will continue to be, installed in a variety of public-facing counters and offices across campus. Movable barriers are also being installed in all residence hall bedrooms for residents to use between socially distant beds.

CLEANING IN BUILDINGS

Cleaning protocols within buildings have been modified to be more frequent and stringent. Use of additional electrostatic sanitizing sprayers and EPA-registered COVID-19-killing green cleaning solutions will continue on campus.

HVAC

In modern HVAC systems on campus, the College is installing higher MERV value air filters, conducting more frequent preventative maintenance and adjusting air handling units to allow for increased amount of fresh air into buildings (Sakowich, Crowe, Palmisano, Rogers, O'Reilly, Arcidi, Nursing, Cushing, Athletics Complex, etc.). Use of operable windows in buildings will continue to provide fresh air to circulate.

ROGERS CENTER EVENTS

The Rogers Center is closed to all outside visitors, and all public events are canceled. Instead, students and faculty will use the facility for classes and student events. Parents and residential students will be allowed into the Rogers Center for events, but the College reserves the right to limit access depending on the event. Events will be streamed online.



IN THIS SECTION

- + Living on Campus**
- + Notification of Fall 2020 Move-in and Housing Assignments**
- + Commuter Students**
- + Graduate Students**
- + International Students**
- + Students with Medical Concerns**
- + Dining**
- + Student Organizations and Meetings**
- + Athletics, Recreation and Fitness Center**
- + Pandemic Safety Policy for Student Behavior**

LIVING ON CAMPUS

To allow additional time to reconfigure housing arrangements, specific housing assignments will be released in late July. You will be notified by email of your assignment. Contact the **Task Force** with questions.

Living on campus in the fall of 2020 will be different from previous years. Residence Life professional and paraprofessional staff will continue to live on campus and promote a healthy and safe community environment. To abide by social distancing and safety guidelines, Merrimack has eliminated triple and quad rooms, is installing movable barriers in all rooms, and is working to reconfigure common spaces. Face coverings will be required in the residence halls and in any spaces outside of personal rooms, and visitors (including students who live in other residence halls) will not be allowed in residence halls. Residential students are permitted only in their assigned buildings.

HOUSING ASSIGNMENTS / RESIDENTIAL GROUPS

Housing will be offered to qualified undergraduate and graduate students for 2020–2021. Students will be housed by their Living Learning Communities, athletic groups will be housed and grouped together, and all remaining students will be assigned by class year within the residence areas.

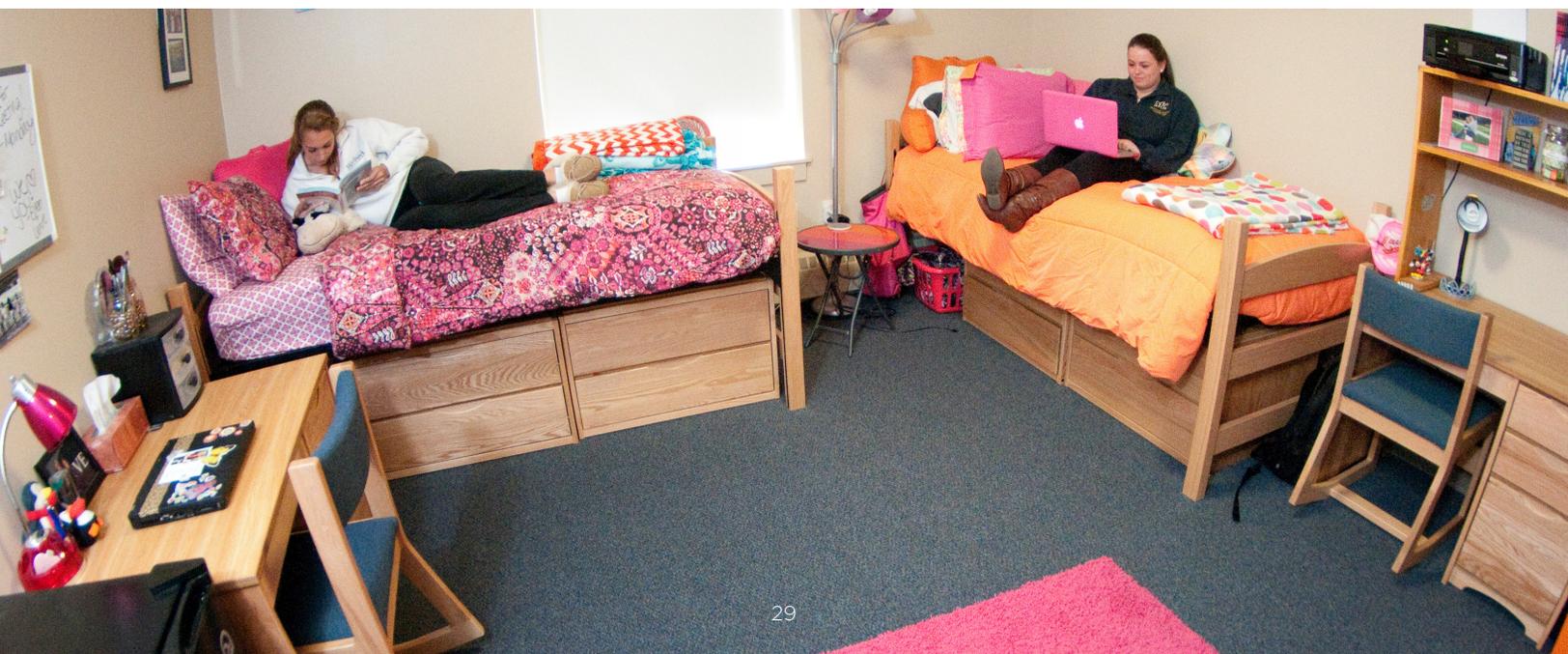
The Office of Residence Life is reviewing housing placement preferences from the spring housing process for returning students and the housing questionnaire for first-year and transfer students. Any group that may be impacted due to de-densification will be contacted. Students will be housed in all on-campus residence areas and, as of now, students will continue to be assigned to live at Royal Crest.

Students will be grouped together by those living in a specific townhouse, apartment or suite. Traditional residential hall rooms with common bathrooms will be cohorted in groups of 4–12 people based on their living preferences. The residential groups will provide students the opportunity for closer personal and social contact with others while living on campus this fall — including the ability to have a roommate and share meals with others. When interacting only with members of their residential group in residence hall areas, social distancing should be maintained where possible but may be relaxed where needed as long as face coverings are worn.

Room changes will be made only in extreme circumstances in order to help maintain the health and safety of students.

HOUSING AND DE-DENSIFICATION

Residential spaces are being de-densified for safety, including elimination of all triple and quad residence assignments. In all bedrooms, movable barriers are being placed for safety.





NOTIFICATION OF FALL 2020 MOVE-IN AND HOUSING ASSIGNMENTS

FALL 2020 MOVE-IN

Move-in is scheduled to take place beginning Saturday, August 15 and continue through Thursday, August 23. Students will be scheduled to move on to the campus in waves each day. You will be notified as to which date will be your move in date no later than the last week in July.

Upon arrival on campus, you will be tested for COVID-19.

It is very important that students complete the Intent to Enroll form so that the College can complete these plans. Information regarding move-in and room assignments will be sent to each student's Merrimack email account by late July.

The College is committed to ensuring students are satisfied with their room assignments again, as well as to ensure a smooth transition from home to campus.

For any housing related questions prior to move-in, please contact the **Task Force**.

GUESTS AND VISITORS IN RESIDENCE HALLS

In order to limit the spread of COVID-19, it is necessary to limit contact between people, particularly in residence halls. Therefore, the following protocols will be in place and strictly enforced for the Fall 2020 semester:

- No overnight guests are permitted in residence halls until further notice.
- Guests are limited to only immediate family members / guardians and must remain outside. Guests are not permitted inside any buildings.
- Guest registration must be completed for family members / guardians to come to campus 72 hours in advance through our current guest registration **online form**. No on-site registration will be allowed.
- If guests from the same residence hall but of a different room or floor would like to visit an individual in their room, the consent of the individual's roommate must be given. This will be strongly encouraged and enforced by Resident Advisors.
- Guests will also have to follow Campus Policies and Procedures, complete the COVID-19 Return to Campus Checklist, and sign an a waiver of liability and assumption of risk upon entering campus.
- Non-residential students will not be permitted in residence halls. This includes but is not limited to commuter students, and graduate students.
- Residential students are permitted only in their assigned buildings. Residential students may not visit their friends inside other residences.



FURNITURE IN RESIDENCE HALLS

Furniture in residence halls will be configured to comply with social distancing best practices and therefore cannot be moved or removed. Layouts have been designed with safety and cleanliness in mind.

RESIDENTIAL HALL CLEANING

Students, as usual, are responsible for cleaning their own bedrooms, apartments and other non-common spaces. Students should clean and disinfect high-touch surfaces (tables, hard-backed chairs, doorknobs, light switches, phones, tablets, touch screens, remote controls, keyboards, handles, desks, toilets, sinks) daily in their bedrooms and other non-common spaces. The CDC provides recommendations for cleaning different types of surfaces, including porous surfaces, nonporous surfaces, and electronics.

On a more frequent basis, facilities staff will clean residential common spaces, including common bathrooms. Due to COVID-19, supplemental cleaning of bathrooms in suites and apartments will be regularly conducted by facilities staff for the fall semester.

RESIDENTIAL PARKING

Residential parking will be limited when compared to parking availability in the past. This is due to the fact that the College expects more students choosing to commute to the campus, as well as to deter students from traveling away from the campus during the Fall 2020 semester.

The College will send residential parking information to each student's Merrimack email account in late July. If you have any questions regarding residential parking in the meantime, please contact the **Task Force**.

RESIDENCE HALL PARTIES / REGISTERED EVENTS

No registered events will be permitted inside residence halls until further notice. This policy will be strictly enforced to assure the health and safety of our community. Parties and events will be allowed in spaces on campus such as McQuade's and Majors and Minors Eatery.

Additional outside venues with fire pits and grills are being added across campus for programs, events and meetings.

COMMUTER STUDENTS

ARRIVING ON CAMPUS

Undergraduate and graduate commuter students must follow the same guidelines as everyone else when entering campus. See page 9 for details. Commuter students must also follow the College baseline and weekly testing procedures. Any student who tests positive for COVID-19 must follow guidelines and self-isolate for 14 days. See page 14 for details.

SOCIAL EVENTS AND MEETINGS

In addition to attending classes on campus, commuter students will be invited to attend social events and to club and organization meetings and to participate in co-curricular activities that are sponsored by the Office of Student Involvement and take place outside of the residence halls. Commuter students will not be permitted inside the residence areas on campus. The Commuter Lounge on the second floor of the Sakowich Campus Center will remain open and available to students. This space is considered a common space on campus and will be cleaning in accordance with the College's cleaning protocols.

PARKING

The College will share commuter parking information in July. Parking availability will be limited for overnight parking, however, the College expects adequate day-time parking availability for commuter students.

GRADUATE STUDENTS

ARRIVING ON CAMPUS

Graduate students must follow the same guidelines as everyone else when entering campus. See page 9 for details.

Graduate students must also follow the College baseline and weekly testing procedures. Any student who tests positive for COVID-19 must follow guidelines and self-isolate for 14 days. See page 14 for details.

PARKING

The College will share Graduate parking information in July. Parking availability will be limited for overnight parking, however, the College expects adequate day-time parking availability for Graduate students.

FALL 2020 GRADUATE STUDENT CALENDAR

Start times for graduate programs will vary by program. All graduate students will receive their start dates directly from their program directors.

Beginning Monday, November 30, the final week of classes for graduate students will be conducted remotely, with the Fall 2020 semester ending on Friday, December 4, 2020.

GRADUATE CAMPUS FELLOWSHIPS

As both students and fellows working on campus, graduate students with campus fellowship placements must follow all campus policies and health measures while on campus. Fellowship work that can be performed remotely will be coordinated on an individual basis.

GRADUATE OFF-CAMPUS FELLOWSHIPS

Off-campus fellowships are being evaluated site by site to determine plans. The College is also in contact with school districts to understand each town's fall plans. Graduate students with off-campus fellowship placements will be contacted regarding their fellowship placements and specific protocols by their program directors.

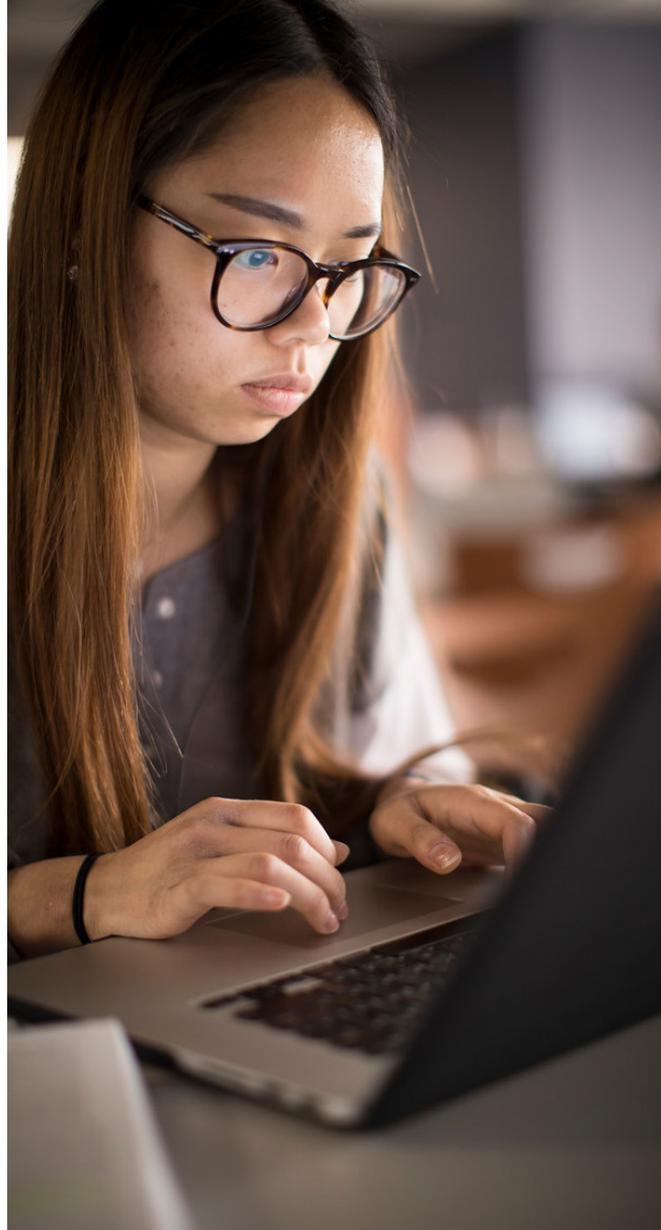
INTERNATIONAL STUDENTS

Merrimack recognizes that COVID-19 creates barriers for international students, including suspension of travel to the United States, suspension of visa services, limited international flight availability and more.

International students will be required to quarantine for 14 days upon arrival back onto the campus in campus designated quarantine spaces. The Director of Global Education and International Student Support will work with each student to coordinate plans to travel back to campus and will communicate all protocols.

The Department of Homeland Security’s Student and Exchange Visitor Program (SEVP) previously instituted a temporary exception for online classes in the spring and summer semesters in response to schools moving online because of COVID-19. The program has not extended this policy into the fall at this time. Students attending schools adopting a hybrid model—that is, a mixture of online and in person classes at Merrimack—will be allowed to take more than one class or three credit hours online. These schools must certify to SEVP, through the Form I-20, “Certificate of Eligibility for Nonimmigrant Student Status,” that the program is not entirely online, that the student is not taking an entirely online course load for the Fall 2020 semester, and that the student is taking the minimum number of online classes required to make normal progress in their degree program. The above exemptions do not apply to F-1 students in English language training programs or M-1 students, who are not permitted to enroll in any online courses.

Schools must update and reissue all Forms I-20 to reflect these changes in program enrollment and student information within 21 business days of publication of this Broadcast Message, on Aug. 4, 2020. When issuing new Forms I-20, please prioritize students who require new visas and are outside of the country.



STUDENTS WITH MEDICAL CONCERNS

Students with medical concerns are advised to communicate with their doctors about the risks associated with being on campus, including the weekly COVID-19 test. Students who need to advance their education remotely are afforded that opportunity. Please contact the Dean of Students Office at (978) 837-5175 to discuss any individual medical concerns or questions related to the decision to return in the Fall.

STUDENTS WITH DOCUMENTED DISABILITY

All student accommodation requests should be referred to the Accessibility Services Office and each student circumstance will be reviewed on a case-by-case basis.

DINING

Our dining strategy aims to provide more space, more options and less crowding. Three new temporary venues for dining are being added this fall. These areas will be tented, heated and lighted and will provide a variety of food options for students. There will be additional options for grab-and-go meals, and opportunities to preorder and pick up through a new mobile app. Catering of events and food provided at events will be very limited. In the cafeteria, there will be no more making your own food; instead, everything will be made for you, in front of you and according to your preferences.

MEAL PLANS

To reduce the need to travel off campus and to maintain a safe and varied campus dining experience for students, the College has created universal meal plans for all residential students. While the price is the same, the meal plan offers more options for students between swipe meals and Mack Bucks. Additionally, Mack Bucks can be used to order groceries.

DINING LOCATIONS

Within indoor existing dining locations, seat counts will be reduced, queuing areas will be modified and takeout food will be encouraged to allow for social distancing and proper social density. Food stations at Sparky's are being renovated to reduce self-service and provide more efficient serving. The Warriors Den will provide mobile ordering, as well as kiosk and in-person ordering options. In addition, the Sanctuary Coffeehouse, Dunkin Donuts, Mindful MAC and the Food Truck will also provide mobile ordering and pickup.

Construction of new outdoor tented patio venues at McQuade Library and the Rogers Center will provide additional seating for students to eat, study and socialize. A new mobile kitchen experience at the Rogers Center patio, an expanded Library Cafe with a pizza station and the Food Truck at the tented Gladstone Plaza will enhance outdoor seating options across campus.

Additional information about a new dining app, dining hours of operation and other notifications regarding dining options will be available in August.

GROCERY DELIVERY

To reduce the need to leave campus for groceries, Merrimack will provide grocery delivery services (which can be paid for with Mack Bucks) to students who wish to have food delivered, particularly those who live in housing with kitchens.

OFF-CAMPUS FOOD DELIVERY POLICY

Due to campus access concerns, delivery food for students, faculty and staff from off-campus vendors will be limited. Food delivery drivers will not be able to drive directly to campus buildings. The College is working to provide a convenient and safe central location on campus for food deliveries.



FOOD ALLERGIES AND DIETARY NEEDS

The College has a dietitian on staff who educates students on how to maintain a healthy diet. For students with strict dietary needs, MyZone, a pantry in Sparky's Place that is free from dairy, peanuts, tree nuts and gluten, will continue to be available.

The dietitian is available for complimentary consultations on topics such as the following:

- Food allergies, celiac disease or other special dietary needs
- Navigating dining locations to find healthier options
- Vegan and vegetarian nutrition

FOOD SERVICE WORKER SAFETY TRAINING

All food service workers will receive extensive training from Sodexo, the College's food service provider. This program provides in-depth education on food safety processes and procedures, including training on personal hygiene; proper use of PPE; cleaning, disinfecting and sanitizing of surfaces; accepting deliveries; food storage; and food production.

DINING FOR STUDENTS IN SELF-QUARANTINE AND ISOLATION

Students in self-quarantine or isolation who cannot go home will have their meals delivered.



STUDENT ORGANIZATIONS AND MEETINGS

The Office of Student Involvement understands the importance of engaging with others in the campus community. Student organizations should be creative and flexible in planning meetings, events and programs while following College guidelines and recommendations.

STUDENT AND OFFICE OF STUDENT INVOLVEMENT SPONSORED MEETINGS

- In-person meetings can be held for a limited number of people. Students must adhere to social distancing guidelines and wear face coverings throughout the duration of the meeting.
- Whenever possible, virtual components such as Zoom, Google Hangouts and conference calls should be implemented for all meetings.
- Student groups will have to check in at the front desk of the Hub upon arrival and use hand sanitizer.
- All groups will be required to take attendance at meetings through the Warrior Network and submit it to the Office of Student Involvement in the event that contact tracing becomes necessary.
- All meeting spaces will have a standard setup that includes social distancing of tables and chairs. If the meeting host would like to change the set up, approval must first be granted through the Office of Student Involvement.
- Students will be asked to wipe down surfaces before and after use.
- The Office of Student Involvement will hold monthly meetings with all student organizations to review any updates and changes to current policies regarding meetings. No groups over 50 will be allowed on campus.

STUDENT AND OFFICE OF STUDENT INVOLVEMENT SPONSORED EVENTS AND PROGRAMMING

- All in-person student organization events will need to be approved by the Office of Student Involvement at least two weeks prior to the event.
- All events will require a signup ahead of time and must offer a virtual component for students
- All events must be listed in the Warrior Network App CORQ in order for students to access and sign up for events.
- If a large number of people are anticipated, multiple locations and “delivery” service for students should be considered. For example, for an instructed paint night, a signup would be required, with an option for supplies to be delivered to students’ residence halls.
- When weather permits, outdoor events are encouraged.
- All attendees are required to check-in with the Office of Student Involvement staff or event coordinator upon arrival using the Warrior Network App CORQ, in the event that contact tracing becomes necessary.
- According to College and state guidelines, face coverings are required at all events.
- Upon arrival, every participant will be asked to sanitize their hands.
- Tables and chairs are required to be spaced six feet apart.
- The Office of Student Involvement will hold monthly meetings with all student organizations to review any updates and changes to current policies regarding events and programs. No groups over 50 will be allowed on campus.



SOCIAL EVENTS AND GATHERINGS

Gatherings in indoor and outdoor spaces will be limited in size, in accordance with public health guidelines, both on and off campus. Hosting and attending large parties or registered events is prohibited for the 2020–2021 academic year because such events are incompatible with social distancing that is necessary to reduce the spread of COVID-19. No groups over 50 will be allowed on campus.

Student organizations should refer to the information in the previous section regarding student organization related events and gatherings and work with the Office of Student Involvement to host events within the guidelines. Given our shared interest in controlling the spread of the disease, hosting or attending large parties or other events without approval will be a violation of this policy and result in disciplinary action.

In addition, the division of Student Affairs will be hosting multiple programs and events over the course of the semester to ensure opportunities for social interaction within our community. These staffed events will follow all College event guidelines.

CAMPUS MINISTRY

Daily Mass will be held Monday through Friday at 12:30 p.m. in the sanctuary area of Austin Chapel for those already on campus and those who have been cleared to be on campus. Live Mass will continue to be broadcast over Zoom for those unable to attend in person.

On Sunday, three Masses will be held for students, at 12:30 p.m., 5:00 p.m. and 7:30 p.m. – and will also be broadcast over Zoom.

When weather permits, both daily and Sunday Masses may be held outdoors on the labyrinth.



ATHLETICS, RECREATION AND FITNESS CENTER

ATHLETIC EVENTS AND SPECTATORS

Attendance will be very limited at sporting events, and strict social distancing will be enforced. Athlete parents and residential students will be allowed to attend, but the College reserves the right to limit access depending on the game, practice or event. Games and events will be streamed on the internet.

CLUB SPORTS, INTRAMURALS AND RECREATION

Club sport competition is canceled for the fall semester. Specific clubs that participate in noncontact sports may be permitted to continue practice activity with prior approval from the Department of Athletics. No off-campus club sport activity will be permitted.

Intramural activity will occur during the academic year on a limited basis, with an effort to create activities that will best promote appropriate distancing and support the health and safety of all participants. The athletic fields and outdoor track will be available for recreational use at times when they are not scheduled for varsity use. Part of MPR will be available for noncontact recreational activity, with capacity limits. Recreational skating hours will also be offered with capacity limits.

FITNESS CENTER

The College anticipates that the Fitness Center will be open this fall for use by students, faculty and staff. In order to best promote the health and safety of all facility patrons, new protocols will be implemented, including social distancing, respacing of fitness equipment, and expanded cleaning and disinfecting of equipment and surfaces. Due to these new protocols, certain equipment and areas of the fitness center may not be available for use. Capacity limits will be enforced in the space, and advance reservations may be required. Reservations may be required depending on utilization.

DIVISION I ATHLETICS

The Department of Athletics is working with the Northeast Conference, Hockey East and the NCAA to finalize decisions related to the return of practice and competition this fall. There will be limits on when a season starts and hours of practice. All air travel for teams has been eliminated and overnight travel for competition will be reduced by over 90 percent. Coaches will communicate directly with varsity student-athletes when final decisions are reached in coordination with our conferences. The College also anticipates modifications to our spectator policies that include the following:

- Spectator capacity at all athletic events will be significantly reduced and distancing procedures will be incorporated at all venues.
- For ticketed events (Football, Men's and Women's Basketball, Men's and Women's Ice Hockey) tickets must be prepurchased. No walk-up sales will be permitted on game day.
- Residential students will be permitted to attend athletic events based upon available capacity.
- Spectators arriving from off-campus to attend athletic events will be required to follow Merrimack College procedures for entering campus.
- No tailgating will be permitted at athletic events.



PANDEMIC SAFETY POLICY FOR STUDENT BEHAVIOR

Merrimack will not tolerate non-compliance with our policies and practices as it relates to keeping the campus safe. The Community Standards will reflect changes to our Code of Conduct that will hold students accountable for things like refusing to wear a face covering, or not taking COVID-19 tests.



IN THIS SECTION

- + Tuition and Fees 2020-2021**
- + Refund Policy**
- + CARES Act**
- + Risks and Options**
- + Return to Campus FAQs**
- + Exhibits**

TUITION AND FEES 2020-2021

Merrimack College tuition and fees for the academic year can be found [here](#).

FINANCIAL AID

Merrimack College will contribute approximately \$80M in institutional aid to help students and their families invest in their education. Institutional aid for the 2020-2021 academic year has been increased by \$5M to further assist students and their families who are struggling financially as a result of COVID-19.

Institutional aid is Merrimack funding prioritized to help students finance their education. The allocation of financial assistance in the form of various student awards is determined as part of the overall review of the individual student's total cost of attendance (tuition, fees, room and board) as well as the student and family's estimated contribution. Merrimack College reserves the right to make any changes to financial aid awards should student eligibility or cost of attendance change at any point during the 2020-2021 academic year.

FINANCIAL CONCERNS

- If students' financial situations have changed as a result of COVID-19, students are encouraged to contact the **Office of Financial Aid** in writing with an explanation of their situation.
- Additionally, the College has implemented a student emergency fund that students are encouraged to apply for should their financial situations change during the 2020-2021 academic year. [See page 43.](#)

To alleviate the extraordinary expenses of COVID-19, the College has reduced expenses, eliminated positions and reallocated more than \$20 million dollars in its FY 2021 budget to mitigate against the spread of this disease and safely open the campus to ensure our students can successfully continue their education. We have also taken considerable operational steps to configure the campus to meet the challenges created by COVID-19. In addition to new expenses and reconfigured spaces, the extraordinary costs of safety measures, such as weekly testing and testing supplies, even with the budget cuts, are difficult to absorb. Therefore, the costs of testing need to be shared with students and a new temporary COVID-19 fee has been assessed to cover testing costs.

MANDATORY COVID-19 MITIGATION FEE

All students taking in-person classes will need to participate in the College's testing program. While Merrimack will subsidize the costs associated with testing, each student will be required to pay a testing fee each semester. At the time of publication, the federal government is considering some funding to colleges for testing. Should Merrimack receive funding for testing, it will share a portion of these funds with students by crediting student accounts. Having a separate and transparent testing fee will make any credits easier to identify should funding become available.

FULL-TIME TUITION AND COMPREHENSIVE FEE

The full-time tuition and comprehensive fees are set for students, whether they are taking courses as part of the on-campus experience or engaging in fully remote learning. Please note that the full-time tuition, comprehensive fee and mandatory COVID-19 testing fee will not be reduced should the College shutdown at any point or for any period of time during the academic year. With the cost associated with running the College being both higher and fixed as a result of COVID-19, and the continued delivery of academic course credits and degrees, Merrimack College will not be reducing these costs.

ROOM AND BOARD

Merrimack has simplified housing options for the 2020–2021 academic year. Dormitory Style Housing offers housing in Ash, Monican, and Deegans East and West. Apartment and Suite Style include St. Thomas and St. Ann, O'Brien, the Townhouses, North and South Residential Villages options and Royal Crest. All bedrooms have a maximum of two beds per bedroom. Single-bed bedrooms have a premium price assigned that is unique per bedroom. All students living in Merrimack housing (on campus or at Royal Crest) must purchase a meal plan. Starting in the academic year 2020–2021, all meal plans are priced the same, though students can determine the amount of meals versus Mack Bucks. Students living in units with kitchens must purchase a full meal plan, though the College will offer grocery options that can be purchased with Mack Bucks. With the costs associated with running the College being both higher and fixed as a result of COVID-19, Merrimack College will not be reducing these costs in the event of a shut down.

STUDENT HEALTH INSURANCE

Per state law, all students must have health insurance. The College provides the opportunity for students to purchase insurance if they so desire, or if they have no other alternative.

MERRIMACK'S EFFORT TO MITIGATE COSTS

As part of the College's effort to mitigate the costs to students the following reductions are in place:

- Those students who have a credit from Spring 2020 room and board reimbursements will see in the overall amount billed reduced by the unused credit amount.
- As a result of the academic calendar being adjusted, those living on campus will be in housing one less week. This results in a reduction in cost for Fall 2020 residential students. This reduction is already reflected in the room and board fees.
- Merrimack College was awarded \$2.6M in federal funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act (see page 44). \$1.3M of the federal funds is dedicated to the institution for any costs it incurred as a result of the pandemic. Merrimack has opted to use its portion of the funds to reduce the cost to attend Merrimack in the fall. This reduction is already reflected in the tuition and fee cost.

The combination of the academic calendar adjustment on room and board and the overall impact of Merrimack's CARES Act funds is an approximate reduction in cost of \$1,000.





REFUND POLICY

Merrimack College's refund schedule for the 2020–2021 Academic Year is as follows:

Fall and spring semester refunds of tuition, room or board are made according to the following schedule:

- **Within the first 15 days of the term – full refund - September 7, 2020**
- **After the 15th day of the term – no refund**

Please note that there are no refunds for tuition or any fees (comprehensive fee, COVID-19 testing fee) nor a refund on room and board in the event that Merrimack College determines, at its sole discretion, that it must shutdown and transition to remote learning. For more information on refunds, please visit this [page](#).

AGREEMENT

By registering for classes, students acknowledge and agree that Merrimack College reserves the right to modify all aspects of its programming (educational, both in-person and remote; extracurricular; and any other programs currently available, or created over the course of the 2020-2021 academic year) at its sole discretion, and in response to orders of civil authority or as a result of COVID-19 or other causes outside of its control. Further, students acknowledge that in the event of any changes the College deems necessary, tuition and fees set for the year will not be adjusted or refunded, and the College will refund room and board payments on a prorated basis after financial aid is reduced from the total payments.

ADDRESSING FINANCIAL HARDSHIPS

We recognize that some of our students and their families may be facing financial hardship as a result of COVID-19. Merrimack College is committed to working with students and families to provide additional financial assistance. Merrimack College has established a Student Emergency Fund for students seeking assistance during this trying time. Please visit the [Student Emergency Fund website](#) for more information.

CARES ACT

Merrimack College was awarded \$2.6 million in federal funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The amount of funds is determined by a combination of those students eligible for Pell Grants and the remainder of the student population (the U.S. Department of Education allocated 75 percent of the funds available in the act based on the full-time equivalent enrollment of Pell Grant recipients and the remaining 25 percent based on the full-time equivalent enrollment of students who did not receive a Pell Grant). The funds are split into two equal parts. One part, \$1.3 million, is dedicated to institutional use to offset additional operational the costs associated with the pandemic. The College has elected to utilize these funds to offset expenses otherwise paid by students. While helpful, the CARES Act funds are significantly less than the costs associated with the institution's response to the pandemic.

The second \$1.3 million is funding for students to help defer costs directly related to COVID-19 expenses. The College will use these funds to establish a student emergency fund to assist students with COVID-19-related expenses. More information can be found on our [website](#).

RISKS AND OPTIONS

Merrimack College has done much to mitigate the risk of the spread of COVID-19 among its community members. Further, as this document states, efforts by all members of our community – especially students – to follow the guidance provided in this document and that of the CDC and Massachusetts Department of Public Health are critical to any mitigation effort at Merrimack. Despite our collective best efforts, it is not possible to fully eliminate the risk of a COVID-19 infection while on the campus and among our community population. Therefore, there is a risk that some members of the community may become infected with COVID-19, and additionally may further spread the disease due to their interaction with other members of the Merrimack community and beyond.

Because such risks exist, and because each student must take into account their own personal health, Merrimack is providing all students with three options for how to proceed with their education for the academic year 2020–2021.

In reviewing these three options, all students should take note of the mitigation plans as addressed in this document, as well as those otherwise provided by the College, and make the best decision possible for themselves. To allow the College to best plan for the fall semester, all students are required, regardless of their prior indication to attend in the fall (deposited incoming students, registered returning students) to inform us **no later than Friday, July 17, 2020, by 5 p.m.**, of their intention to advance their education at Merrimack in one of the following ways:

- 1 Advance their education through a dual modality of on-campus in-class and online formats.** Students participating in this model for the Fall 2020 semester may take advantage of living on campus, participate in on-campus activities and other on-campus services, subject to availability and the policies noted above and issued in the future.
- 2 Advance their education through remote learning.** With this option, students will be able to participate in courses taught through remote teaching methods. Selecting this option negates a student's ability to come to campus. Only those services that can be provided online will be made available to students. Students who select this option will be contacted separately with more details on services created for them.
- 3 Defer the advancement of their education at Merrimack for one semester or a full year.** Students who select this option, will not be enrolled in courses at the College, and as a result will not be able to participate in any College-sponsored on-campus or online programming unless otherwise noted, and will not be able to access campus. Students who select this option will be contacted separately with more details on services created for them. Athletes considering this option should consult their coach regarding the impact on eligibility. Certain programs such as nursing and teacher education that require state licensure may be exempt. Students should follow up with their program directors.

Merrimack recognizes that for some students this will be a difficult decision. All students should consider their options; consult with their family members and if appropriate, their physician; and reach out to the **Task Force** with any questions.

RETURN TO CAMPUS FAQs

The following answers to frequently asked questions contain key information related to the reopening of Merrimack College. Updates will be shared on a consistent basis with the campus community through email and on the [Reopening Merrimack website](#).

GENERAL SAFETY POLICIES

Are there documents that I must complete to enter campus?

Yes. To enter Merrimack College, you must complete the following documents:

- Review COVID-19 Return to Campus Policies and Procedures
- Self-screen and complete the COVID-19 Daily Checklist
- Review and sign Acknowledgment of Risk
- Merrimack College ID or valid Driver's License

See page 9.

What entrance is open to enter campus?

Rock Ridge Road is currently the only entrance open on campus. (Another entrance will be opened in the fall.) All entrances are now gated and staffed by campus security 24 hours a day, and entry is limited to enrolled students, employees, parents of students, vendors, Islander hockey participants and visitors to the admissions center. See page 9.

Do I have to wear a face covering while on campus?

Yes. Until further notice, anyone (age two and up) on the Merrimack College campus or in public areas of College housing, whether indoors or outdoors, who is unable to maintain a distance of approximately six feet from every other person is required to cover their mouth and nose by wearing a face covering. If you are an employee working alone in your office or a residential student alone or with your roommate in your college-owned housing, you do not need to wear a face covering. See page 12.

Are visitors allowed on campus?

Generally, visitors and guests are prohibited from campus, with exceptions including visiting parents and family, admissions visitors, essential vendors and contractors, and Islander hockey participants. All visitors must review the COVID-19 Return to Campus Policies and Procedures and the COVID-19 Return to Campus Checklist and sign a waiver of liability in assumption of risk each time they arrive on the campus. There will be no exceptions unless approved by the Office of the Executive Vice President. See page 9.

HEALTH, SAFETY AND TESTING

What are the symptoms of COVID-19?

Symptoms of COVID-19 include the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- New gastrointestinal symptoms

If you have any of these symptoms while away from the College, do not return to campus. If you develop symptoms while on campus, speak with your manager and leave your workplace immediately if you are an employee. In either case, call your medical provider and notify Merrimack of your status. Students must contact (978) 837-5599. Employees must contact [Human Resources](#).

RETURN TO CAMPUS FAQs

How is the College ensuring the health and safety of all students, faculty and staff?

The College has made significant investments in upgraded cleaning protocols, electrostatic sanitizing sprayers, EPA-registered COVID-19-killing green cleaning solutions, additional cleaning staff and other enhanced cleaning strategies.

To increase social distancing and protect the health and safety of our students, faculty and staff during this pandemic, we have additionally invested millions of dollars in campus alterations and reconfigurations, as well as new classroom technologies aimed at enhancing the student learning experience. The College is also investing more than \$6M in universal testing across campus for all students, faculty and staff. This large endeavor is about ensuring the safety of our students, and mitigating an outbreak on campus. Symptom monitoring, testing and tracing are the best way to stop COVID-19 spread. [See page 9.](#)

Will Merrimack be testing students, faculty and staff for COVID-19?

Based on current understanding of the virus and statewide planning, all students, faculty and staff will be tested for COVID-19 at the beginning of the fall semester (baseline test) and on an ongoing basis throughout the semester as part of a coordinated asymptomatic surveillance testing approach. Those who do not agree to submit to testing will not be allowed on campus. All students will be required to execute an acknowledgment of risk and a consent form prior to returning to campus and before submitting to testing. Daily, comprehensive on-campus testing will be conducted for approximately 600-900 students and employees. Students and employees should expect to be tested every 3-10 days depending on risk factors, commuter or residential status, and athletic participation. [See page 13.](#)

What should I do if I experience COVID-19 symptoms while on campus?

If you are a student and become symptomatic while on campus, you must immediately contact (978) 837-5599 to be evaluated by a telehealth professional and be directed to a testing facility. The College has engaged the services of a local testing facility for emergency testing for residential students. If you are a commuter student and experience symptoms, you should immediately call your personal health care provider for direction and not return to campus.

If you are an employee and experience symptoms while on campus, you should inform your supervisor, leave campus immediately and contact your personal health care provider.

What happens if I test positive for COVID-19?

If you are a student and test positive with an on-campus test, you will be notified by College officials and must follow self-isolation protocols. These protocols require students to move out of their campus residence for the duration of the isolation period, returning home where possible. If returning home is not possible, you will isolate in a College-based location. In conjunction with the appropriate government health agency, Merrimack College will undertake contact tracing following your positive test. If you receive a positive test result from a personal health care provider, you must contact (978) 837-5599 about your status. [See page 14.](#)

If you are a Merrimack employee, you should immediately alert the Office of Human Resources if you test positive for COVID-19. In conjunction with the appropriate government health agency, Merrimack College will undertake contact tracing following your notification. Contact tracing will include a conversation to determine potential exposures on campus. If you test positive for COVID-19 but have not been on campus more than 48 hours prior to symptom onset, you are still asked to inform Human Resources of your diagnosis. [See page 15.](#)

RETURN TO CAMPUS FAQs

ACADEMICS

What are my learning and housing options for the Fall?

As a student, you have three options for proceeding with your education for the academic year 2020-2021:

1. Dual modality of on-campus in-class and online formats. In this model for the Fall 2020 semester, you may take advantage of commuting or living on-campus, participate in on-campus activities and have access to all other on-campus services. This option provides access to the widest array of courses and services.
2. Take virtual classes / learn from home. By choosing to participate in courses taught remotely, you will not be allowed on campus but you will have access to services that are available online. You may have limited course choices, as some courses cannot be offered online. There is no tuition reduction for choosing this option. If you choose to take virtual classes, you will be contacted separately with more details on services created for you.
3. COVID-19 leave of absence from Merrimack for one semester, or a full year without penalty. If you select this option, you will not be enrolled in courses at the College. As a result, you will not be able to participate in any College-sponsored on-campus or online programming unless otherwise noted, and you will not be able to access campus. After your leave of absence, you have up to one year to return to the College without the need to reapply. Athletes considering this option should consult their coach regarding the impact on eligibility. Certain programs such as nursing and teacher education that require state licensure may be exempt. Students should follow up with their program directors.

If you are interested in taking a leave of absence, you must complete the COVID-19 **Leave of Absence Form**. If you are an undergraduate student, you will not be charged for a leave of absence. However, if you take courses at another college during this time, you will be charged \$100 per semester credit to transfer credits to Merrimack. Please note that not all credits are transferable.

To make the best decision for yourself and your health, we encourage you to speak with your physician, family members and friends about your options.

How do I inform the College about my decision for the Fall 2020 semester?

You must notify Merrimack of your fall plans by completing the Intent to Enroll form that is emailed to your Merrimack email address no later than **Friday, July 17, 2020, by 5 p.m.** **If you did not receive the link to the Intent to Enroll form, please reach out to the Task Force or call 978-837-5599.**

Can I take a leave of absence for 2020-2021 or defer my admission?

If you are a new student, you can take a one-year leave of absence without reapplying or defer for one year. If you select this option, you will not be enrolled in courses at the College, and, as a result, will not be able to participate in any College-sponsored on-campus or online programming unless otherwise noted, and you will not be able to access campus. Athletes considering this option should consult their coach regarding the impact on eligibility. To select this option, you must fill out a **Leave of Absence Form**. Certain programs such as nursing and teacher education that require state licensure may be exempt. Students should follow up with their program directors. [See page 7.](#)

Has the academic schedule changed for the Fall 2020 semester?

Yes. Classes will begin Monday, August 24, 2020, and the College will remain residential through Wednesday, November 25, 2020, before going remote for the remainder of the fall semester, with classes ending and residence halls closing at 9 p.m. on Wednesday, November, 25, 2020. Final exams will end Friday, December 4, 2020. During this semester, holidays will be canceled. Graduate classes start dates for the Fall 2020 semester will vary by program. Students will receive program start information directly from their program directors.

Athletes in season, international students and students from a significant distance may stay on campus through the holidays and will be required to pay the full rate for room and board. Fall 2020 room and board fees will be adjusted from the spring fees. [See page 21.](#)

RETURN TO CAMPUS FAQs

Will classes be held online or in person in the fall?

Most of our classes will be dual modality - incorporating both in-classroom and remote learning, with some courses offered completely online or on campus. Course formats will vary by student and program of study. [See page 21.](#)

Why are classes being offered in multiple ways?

Regardless of our precautions, some students may self-identify COVID-19 symptoms and be unable to come to campus, or become infected and need to isolate for 14 days. Additionally, those who come into contact with an infected person and are identified through contact tracing will also need to quarantine for 14 days, even if they show no symptoms of being sick with COVID-19. Therefore, access to remote learning for long or short periods of time will be necessary to avoid students falling behind. [See page 21.](#)

How will classes be structured to ensure safety?

Students will be required to wear face coverings at all times in the classroom. If you refuse to wear a face covering in class, you will be asked to leave class by the instructor. Refusal to comply with these regulations will lead to disciplinary action. Faculty will utilize a variety of safety options such as wearing face coverings, or teaching from behind rolling plexiglass stands. In addition to hand sanitizer dispensers in all classroom buildings, all classrooms will have disinfectant wipes that students and faculty can use to wipe down individual chairs and tables when they enter the classroom. To allow for social distancing, classroom and conference room seating capacity has been reduced by 50 percent. [See page 23.](#)

Will class sizes be limited?

Limits will vary depending on the nature of the class, but most gatherings will be limited to 50 students in a large classroom or 10 students in a smaller space, while respecting social distancing and using face coverings. [See page 23.](#)

HOUSING

How will residence halls be structured to ensure safety?

To abide by social distancing and safety guidelines, Merrimack has eliminated triple and quad rooms, is installing movable barriers in all bedrooms, and is working to reconfigure common spaces. Face coverings will be required in the residence halls in any spaces outside of personal rooms, and visitors (including students who live in different residence halls) will not be allowed. Residential students are permitted only in their assigned buildings. Residence Life professional and paraprofessional staff will continue to live on campus and promote a healthy and safe community environment. [See page 29.](#)

What is the purpose of residential groups?

Residential groups are small groups of students who will serve as each other's "family unit." If you are living on campus this fall, your residential group will provide the opportunity for closer personal and social contact with others — including the ability to have a roommate and share meals with others. [See page 29.](#)

Will there be additional cleaning of residence halls?

On a more frequent basis, facilities staff will clean residential common spaces, including common bathrooms. If you are a student living in a suite or apartment, you will continue to be responsible for regularly cleaning your own bedroom, bathroom, living room and other noncommon spaces. Due to COVID-19, supplemental cleaning of bathrooms in suites and apartment will be regularly conducted by facilities staff. [See page 30.](#)

RETURN TO CAMPUS FAQs

DINING

What dining services will be available on campus?

Our dining strategy aims to provide more space, more options and less crowding. Three new outdoor temporary venues for dining are being added this fall. These areas will be tented, heated and lighted and will provide a variety of food options. There will be additional options for grab-and-go meals, and opportunities to preorder and pick up through a new mobile app. Catering of events and food provided at events will be very limited. You will not be able to make your own food in the cafeteria; instead, everything will be made for you, in front of you and according to your preferences. [See page 34.](#)

ATHLETICS

Will there be Fall athletic competitions?

Athletic competitions will take place this fall and teams will primarily compete within the Northeast Conference. There will be very limited overnight travel, frequent testing of all Merrimack athletes and visiting athletes and limits on when a season starts, hours of practice, and number of spectators, both indoors and outdoors. There will be no exceptions. [See page 38.](#)

Will fans be allowed at athletic events?

Attendance will be very limited at sporting events, and strict social distancing will be enforced. Athlete parents and residential students will be allowed to attend, but the College reserves the right to limit access depending on the game, practice or event. Games and events will be streamed on the internet. [See page 38.](#)

Will there be intramural or club sports?

Club sport competition is canceled for the fall semester. Specific clubs that participate in noncontact sports may be permitted to continue practice activity with prior approval from the Department of Athletics. No off-campus club sport activity will be permitted.

Intramural activity will occur during the academic year on a limited basis, with an effort to create activities that will best promote appropriate distancing and support the health and safety of all participants. [See page 38.](#)

Will the fitness center be open?

The fitness center will be open, though entry capacity may be limited by appointment. Social distancing policies will be enforced. [See page 38.](#)

STUDENT LIFE

Will there be student activities and events?

Gatherings in indoor and outdoor spaces will be limited in size, in accordance with public health guidelines, both on and off campus. Hosting and attending large parties or registered events is prohibited for the 2020-2021 academic year, as such events are incompatible with the social distancing required to reduce the spread of COVID-19.

The division of Student Affairs will be hosting multiple programs and events over the course of the semester to ensure opportunities for social interaction among our community members. These staffed events will follow all College event guidelines. [See page 36.](#)

Student organizations should refer to the information regarding student organization related events and gatherings and work with the Office of Student Involvement to host events within the guidelines. [See page 36.](#)

RETURN TO CAMPUS FAQs

Will the Rogers Center host events?

The Rogers Center is closed to all outside visitors, and all public events are canceled. If you are a student or faculty member, you can use the facility for classes and student events. Parents and residential students will be allowed into the Rogers Center for events, but the College reserves the right to limit access. Events will be streamed online. [See page 27.](#)

TRAVEL AND STUDY ABROAD

What are the plans for study abroad?

Study abroad programs, both semester-long and short-term, are canceled for the 2020-2021 academic year. There will be no College-sanctioned study abroad program for Fall 2020. You are encouraged to consult with the Office of Global Education regarding future possibilities. [See page 26.](#)

What are the current policies for student and employee travel?

If you travel by airplane, travel overnight or travel to regional COVID-19 hot spots, you will be required to quarantine for 14 days before coming back to campus, regardless of the reason for traveling. The College will not support or pay for any travel for any student or employee unless it is preapproved. This includes team athletic travel, student and mission trips, and admissions and athlete recruiting. [See page 26.](#)

Can I go home during the semester?

Once the semester begins, Merrimack College strongly advises you to refrain from extended personal travel until after the fall semester has concluded. Extended personal travel is defined as leaving the area of the campus community overnight or engaging in any activity off campus that would increase the risk of COVID-19 exposure.

You should refrain from travel over weekends, on holidays or otherwise from the time you arrive at the start of the fall semester until the time you depart at the end of the semester. Merrimack will be providing expanded services during weekends. [See page 26.](#)

Can I have a job or internship off campus?

Due to COVID-19 risks, off-campus jobs and internships are discouraged if you live on campus. In an effort to mitigate the impact on students, the College is expanding its on-campus employment opportunities to help students with the greatest financial need. For more information about working on campus, contact **Student Employment**.

RETURN TO CAMPUS FAQs

QUESTIONS AND CONCERNS

This fall, patience, understanding and teamwork will make a big difference. We depend on each other to ensure a safe and vibrant community. If you have concerns about the implementation of the College's COVID-19 policies or practices, please contact the **Task Force**.

CONTACT LIST

COVID-19 Hotline

(978) 837-5599

Task Force

taskforce@merrimack.edu

Academic Success Center

(978)837-5278 | asc@merrimack.edu

Dean of Students

(978)837-5175 | deanofstudents@merrimack.edu

Merrimack College Police Department

(978) 837-5555

Residence Life

(978)837-5507 | reslife@merrimack.edu

Information Technology Services

(978)837-3500 | askit@merrimack.edu

Hamel Health and Counseling

(978) 837-5441

Office of Accessibility

(978)837-5722 | accessibilityservices@merrimack.edu

Registrar's Office

(978) 837-5344 | registrar@merrimack.edu

Office of the Bursar

(978) 837-5310 | bursar@merrimack.edu

Financial Aid

(978) 837-5186 | financialaid@merrimack.edu

McQuade Library

(978) 837-5177 | mcquade@merrimack.edu

O'Brien Center for Career Development

(978) 837-5480 | obriencenter@merrimack.edu

Campus Ministry

(978) 837-5450 | campusmin@merrimack.edu

International Student Support

(978) 837-5225 | iss@merrimack.edu

For answers to other frequently asked questions please visit the **Reopening Merrimack website** which is updated frequently.

If you have any questions at all about the College's Return to Campus plans, please reach out to the Task Force or call (978) 837-5599.



MERRIMACK COLLEGE

V1 - June 11, 2020

COVID-19

Daily Screening

RESPOND WITH YES OR NO....

ARE YOU CURRENTLY EXPERIENCING SYMPTOMS AND/OR SIGNS OF ILLNESS ASSOCIATED WITH COVID-19?

[YES or NO]

Fever or chills _____

Cough _____

Shortness of breath or difficulty breathing _____

Fatigue _____

Muscle or body aches _____

Headache _____

New loss of taste or smell _____

Sore throat _____

Congestion or runny nose _____

Nausea or vomiting _____

Diarrhea _____

HAVE YOU TRAVELED OUTSIDE THE COUNTRY IN THE PAST 14 DAYS?

HAVE YOU OR ANYONE IN YOUR HOUSEHOLD EXPERIENCED COVID-10 SYMPTOMS IN THE PAST 14 DAYS?

HAVE YOU OR ANY MEMBER OF YOUR HOUSEHOLD BEEN DIAGNOSED WITH COVID-19 IN THE PAST 14 DAYS?

IF YOU ANSWERED YES TO ANY OF THE ABOVE, YOU ARE NOT PERMITTED ONTO CAMPUS AT THIS TIME.

If you are an employee and wish to discuss this further, please contact Human Resources at humanresources.covid@merrimack.edu.

**COVID-19 Waiver of Liability, Assumption of Risk, and
Indemnity Agreement for VISITORS AND VENDORS**

1. The novel coronavirus (“COVID-19”) is a disease that includes several symptoms according to the Centers for Disease Control (“CDC”), such as fever or chills, cough, shortness of breath, nausea, and can lead to death. Currently, no vaccine has been developed for COVID-19. COVID-19 is contagious and means that contact with others, even those who are asymptomatic, or contact with surfaces that have been exposed to the virus, can lead to infection.
2. Aware of the foregoing, I am voluntarily agreeing to enter the property of Merrimack College (the “College”).
3. I am familiar with the CDC guidelines regarding COVID-19. I acknowledge and understand that the circumstances regarding COVID-19 are changing from day to day and that, accordingly, the CDC guidelines are regularly modified and updated. I accept full responsibility for familiarizing myself with the most recent updates and complying with same at all times while on the College’s property.
4. The College is dedicated to providing a safe community to its faculty, staff, students, and visitors. However, I understand that it is impossible for the College to prevent all risk of infection. I acknowledge that the College has done its best to implement recommended CDC, Department of Public Health, federal, state and local guidelines and put in place preventative measures to reduce the spread of COVID-19; however, the College cannot guarantee that I will not become infected with COVID-19.
5. I understand that the College has put in place new policies and protocols in order to mitigate the spread of COVID-19. I have read and agree to abide by the College’s policies and protocols for COVID-19 at all times while on the College’s property.
6. By signing this agreement, I acknowledge the contagious nature of COVID-19, the fact that it can be difficult to identify in another, and the inherent risk of exposure in service to the College to those who may be infected with COVID-19. I voluntarily assume full responsibility for the risk that I may be exposed to or infected by COVID-19 by my presence on the property or in service of the College and that such exposure or infection may result in personal injury, illness, permanent disability, and/or death.
7. I understand and acknowledge that given the unknown nature of COVID-19, it is not possible to fully list each and every individual risk of contracting COVID-19. I understand that the risk of becoming exposed to or infected by COVID-19 at the College may result from the actions, omission, or negligence of myself and others, including but not limited to, College trustees, employees, agents, contractors, volunteers, and students. I acknowledge that the College is an open campus, which limits the College’s ability to control students and visitors on campus. I recognize that the College cannot limit all potential sources of COVID-19 infection. I acknowledge that I have asked for and/or been given any information that I may need to determine the risks associated with returning to the premises of the College and to make an informed decision of those risks.
8. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, even if arising from the negligence of the releasees or others. For myself and on behalf of my heirs, assigns, personal representatives and next of kin, I hereby release and hold harmless the College, and its past, present, and future officers, directors, trustees, employees, attorneys, and agents, with respect to any and all illness, disability, death or damage to person or property associated with exposure to COVID-19, whether arising from the negligence of releasees or otherwise, to the fullest extent permitted by law. An employee’s right to seek workers compensation benefits will not be affected by this Agreement. I further agree that if any such claim is made, I will indemnify and defend the College with respect to any such claim, with the exception of an employee’s right to seek workers compensation benefits.
9. I have read and fully understand the foregoing Agreement and I am aware that by signing this Agreement I may be waiving certain legal rights, including the right to sue. This Agreement shall be binding upon me and my heirs, legal representatives, and assigns, and shall inure to the benefit of the College and its successors and assigns.
10. My signature below indicates that I am at least eighteen (18) years of age and intend to be legally bound by the terms of this Agreement.

Name: _____

Signature: _____ Date signed: _____

Name of Parent/Legal Guardian (if student is a minor): _____

Parent / Legal Guardian / Visitor signature: _____ Date signed: _____

Day Phone: Area Code and Number: _____-_____-_____

**COVID-19 Waiver of Liability, Assumption of Risk, and
Indemnity Agreement for STUDENTS AND EMPLOYEES**

1. The novel coronavirus (“COVID-19”) is a disease that includes several symptoms according to the Centers for Disease Control (“CDC”), such as fever or chills, cough, shortness of breath, nausea, and can lead to death. Currently, no vaccine has been developed for COVID-19. COVID-19 is contagious and means that contact with others, even those who are asymptomatic, or contact with surfaces that have been exposed to the virus, can lead to infection.
2. Aware of the foregoing, I acknowledge and agree to the following terms as a condition of being allowed to enter the property of Merrimack College (the “College”).
3. I understand and acknowledge the Commonwealth of Massachusetts’ emergency orders, the Reopening Massachusetts guidance, and the CDC guidelines regarding COVID-19. I acknowledge and understand that the circumstances regarding COVID-19 are changing from day to day and that, accordingly, state and federal orders and guidance are regularly modified and updated. I accept full responsibility for familiarizing myself with the most recent updates and complying with same at all times while on the College’s property.
4. The College is dedicated to providing a safe community to its faculty, staff, students, and visitors. However, I understand that it is impossible for the College to prevent all risk of infection. I acknowledge that the College has done its best to implement recommended CDC, Department of Public Health, federal, state and local guidelines and put in place preventative measures to reduce the spread of COVID-19; however, the College cannot guarantee that I will not become infected with COVID-19.
5. I understand that the College has put in place new policies and protocols in order to mitigate the spread of COVID-19. I have read and agree to abide by the College’s policies and protocols for COVID-19 at all times while on the College’s property.
6. By signing this agreement, I acknowledge the contagious nature of COVID-19, the fact that it can be difficult to identify in another, and the inherent risk of exposure in service to the College to those who may be infected with COVID-19. I acknowledge the risk that I may be exposed to or infected by COVID-19 by my presence on the property or in service of the College and that such exposure or infection may result in personal injury, illness, permanent disability, and/or death.
7. I understand and acknowledge that given the unknown nature of COVID-19, it is not possible to fully list each and every individual risk of contracting COVID-19. I understand that the risk of becoming exposed to or infected by COVID-19 at the College may result from the actions, omission, or negligence of myself and others, including but not limited to, College trustees, employees, agents, contractors, volunteers, and students. I acknowledge that the College is an open campus, which limits the College’s ability to control students and visitors on campus. I recognize that the College cannot limit all potential sources of COVID-19 infection. I acknowledge that I have asked for and/or been given any information that I may need to determine the risks associated with returning to the premises of the College and to make an informed decision of those risks.
8. I understand and consent to submit and comply with any testing, health monitoring and contact tracing protocols that the College has determined are prudent to maintain a safe campus environment. I understand that the College will take reasonable measures to ensure the confidential and private nature of the testing and health monitoring information it may obtain from students and employees. However, I understand and agree that the College may share my COVID-19-related information with certain employees and/or public health officials with a legitimate need to know this information.

I HAVE READ THIS FORM BEFORE SIGNING IT AND AGREE TO BE BOUND BY ITS TERMS.

Name: _____

Signature: _____ Date signed: _____

Name of Parent/Legal Guardian (if student is a minor): _____

Parent / Legal Guardian / Visitor signature: _____ Date signed: _____

Day Phone: Area Code and Number: _____ - _____ - _____