



As Massachusetts Higher Education Institutions continue to bring staff, faculty, students, and other members of the public back to their campuses, completion of this plan will demonstrate alignment with the considerations of the Massachusetts Higher Education COVID-19 Working Group. The plan will also demonstrate a self-certification that institutions have adopted the COVID-19 workplace safety rules and requirements instituted under the Governor’s Reopening Orders for Phase II and Phase III.

Control plans do not need to be submitted for approval, but it is recommended that they be posted on the institution’s website and must be immediately available for review in the case of an inspection or outbreak. If a plan is identical across all or multiple campuses, only one plan need be completed. If campuses require different approaches due to the nature of activities, building types, or other reasons, a separate plan should be completed for that campus or campuses. Plans should be disseminated to all applicable campuses.

**HIGHER ED INSTITUTION INFORMATION** | please provide the following information \_\_\_\_\_

Institution name: \_\_\_\_\_

Plan applies to:

Campus name(s)/description(s): \_\_\_\_\_

Single Campus

\_\_\_\_\_

Multiple Campuses

Campus address(es): \_\_\_\_\_

Primary point(s) of contact for campus(es) (President or designee): \_\_\_\_\_

\_\_\_\_\_

**SOCIAL DISTANCING** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Adopted measures to provide that all persons, including faculty, staff and students, remain six feet apart to the greatest extent possible, both inside and outside campus buildings

Established protocols to ensure that faculty, staff and students can practice adequate social distancing

Posted signage for safe social distancing in all places where faculty, staff and students are likely to gather

Required face coverings or masks for all faculty, staff and students (except where unsafe due to medical condition or disability) while inside and if social distancing of at least 6 feet cannot be reliably maintained while outdoors

Implemented additional procedures. Please describe them here:

**HYGIENE PROTOCOLS** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Provided hand washing capabilities throughout the campus

Taken measures to encourage frequent hand washing or sanitizing by faculty, staff and students and provided adequate supplies to do so

Provided for regular sanitization of high touch areas, such as desks, equipment, screens, doorknobs, and restrooms throughout the campus



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## **HYGIENE PROTOCOLS** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Implemented additional procedures. Please describe them here:

## **GENERAL OPERATIONS** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Provided training for faculty, staff and students regarding the importance of social distancing, face covering, hand-washing, symptom monitoring, testing, isolation, quarantine, and all other detection and response protocols, and regularly share information through multiple channels to reinforce the message

Encouraged faculty, staff and students who are feeling ill or displaying COVID19-like symptoms to stay home or in their residence hall

Established a plan to accommodate the needs of students, staff and faculty who are at higher risk if they are exposed to COVID-19, or who care for household members who are at higher risk

Ensured that no gatherings will occur on campus that exceed the limits in the latest Commonwealth advisory, except for the purposes of instruction, provided that six feet distancing can always be maintained

Ensured that campus amenities and services will adhere to all sector-specific safety protocols, available on the Commonwealth's Reopening Plan website, applicable to the amenity or service. Examples include:

Office spaces: Must follow latest office space [guidance](#)

Dining Services and Facilities: To the extent feasible, must follow social distancing, hygiene protocols, and staffing guidance in the latest restaurant [guidance](#) and must work in cooperation with local public health officials to develop and execute site-specific protocols consistent with applicable CDC guidance for cleaning, disinfecting, and closing areas occupied by a person presumed or confirmed to have COVID-19.

Athletic Centers, gyms and fitness centers: Must follow the latest fitness center and health club [guidance](#)

Campus shops and bookstores: Must follow the latest retail [guidance](#)

Performance venues: Must follow the latest performance venue [guidance](#)

Events: Must follow the latest indoor and outdoor events [guidance](#)

Implemented additional procedures. Please describe them here:



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**CLEANING & DISINFECTING** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Established and maintained cleaning protocols specific to the campus

Taken measures to ensure that when an individual on campus is diagnosed with COVID-19, cleaning and disinfecting is performed

Prepared to disinfect all common and high touch surfaces at appropriate intervals

Implemented additional procedures. Please describe them here:

**COMMUNICATION & SUPPORT** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Established consistent communication to all students, staff, faculty, and the surrounding community regarding Phase III plans

Installed signage and other visual indicators throughout all campus buildings and outdoor areas to improve awareness of and compliance with Phase III requirements

Established a plan for when and how to adjust operations in response to an outbreak on campus or other public health concerns, including communicating the need to pause or discontinue in-person programming and activities to all students, staff and faculty

Established clear communication and escalation points with the Local Board of Health, Massachusetts Department of Public Health, and other state and local agencies as needed

Developed protocols for delivery of emotional and mental health services, including both individual and group counseling

Implemented additional procedures. Please describe them here:



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**DETECTION & RESPONSE** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Established a comprehensive plan, in coordination with public health officials, for facilitating testing of symptomatic individuals and monitoring students, staff, and faculty for the presence of COVID-19, including robust testing protocols for: (1) incoming or returning students, especially those who will be living on campus; and (2) on-going periodic testing strategies for students, staff and faculty throughout the school year, especially for individuals in frequent contact with residential students and other individuals who have pre-existing medical risk factors. Such plans should be regularly updated to ensure compliance with current CDC and DPH requirements and guidelines and to reflect evolving testing technologies and methods

Established a plan for ensuring that students, staff and faculty who arrive on campus from another country or a state not designated as a lower-risk state by the Department of Public Health provide documentation of a negative COVID test result on a sample taken no more than 72 hours prior to their arrival, and are informed of campus policies and the latest Commonwealth travel order regarding travel restrictions, testing, and self-quarantine requirements

Designated residential facilities space for residential students to immediately quarantine if they arrive on campus from another country or a state not designated as a lower-risk state by DPH and do not have documentation of a negative COVID test result on a sample taken no more than 72 hours prior to their arrival

Developed a plan to ensure that results and full demographic data (name, date of birth, full address, gender, race, ethnicity, primary language, occupation and disability status) on students, staff and faculty tested by the institution for COVID-19 are reported electronically to the MA Department of Public Health as required. (If testing is conducted by a healthcare facility or laboratory, results will be reported electronically to DPH by the facility or laboratory.)

Developed a plan for coordinating with students, staff and faculty who are diagnosed with COVID-19, or have been in close contact with someone who has, to ensure that they have adequate space and support to isolate or quarantine

Developed a plan to work with DPH-designated contact tracers following the identification of any case or close contact. (DPH-designated contact tracers conduct contact tracing in Massachusetts, and include local Boards of Health, both in the municipality where the campus is based and the municipality where the case or close contacts reside, if different than where the campus is may be involved, as well as the Community Tracing Collaborative. Local Board of Health officials will decide whether to conduct contact tracing or assign to the Community Tracing Collaborative.)



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**DETECTION & RESPONSE** | check the applicable boxes (or indicate "N/A" if not applicable) to certify that you have:

Designated residential facilities space to immediately isolate students who reside on campus and test positive for COVID-19, and to separately quarantine students who have had close contact with them

Established protocols to ensure that students in isolation or quarantine have appropriate support and services

Implemented additional procedures. Please describe them here:

**ADDITIONAL DETAILS** |



## STATE OF MASSACHUSETTS

### COVID-19 HIGHER EDUCATION CONTROL PLAN (Template I/V)

## Appendix:

### Additional Procedures Implemented by Boston University

#### Social Distancing

*Boston University has undertaken additional actions, including:*

- Advising all students, faculty, and staff to maintain appropriate physical distancing and face coverings (except where unsafe) while traveling to campus (including on public transportation), moving in and out of residence halls, and on campus (inside campus buildings and outside, as appropriate)
- Posting signage around campus—including in classroom buildings, residence halls, and other University spaces—to direct members of the community to observe safety protocols and safe movement patterns for physical distancing in shared spaces, including sidewalks, entryways, corridors, stairwells, restrooms, common areas, and elevators
- Reducing seating density in classrooms, outfitting classrooms with technology so that students can participate remotely, and advising students to limit gatherings in lounges and other informal spaces
- Advising residential students to form small “households” to develop schedules for use of bathrooms and other shared spaces
- Advising faculty and staff to hold meetings remotely if possible and to limit the number of attendees so that physical distancing is possible

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [COVID-19 Testing Protocols and Compliance](#) (July 27, 2020, letter to BU faculty and staff)
- [BU Healthway](#) (for the BU community)

## Hygiene Protocols

*Boston University has undertaken additional actions, including:*

- Providing hand sanitizer stations throughout campus and recommending that members of our community carry hand sanitizer for personal use
- Recommending washing hands frequently with soap and water for at least 20 seconds, including after entering a building, before eating, and after using the restroom
- Recommending thorough cleaning, handwashing, and physical distancing to limit exposure, even when at home or away from campus
- Deploying BU Facilities to clean and frequently disinfect BU campuses in accordance with CDC guidelines, including regular sanitization of high-touch areas
- Disinfecting the BU Shuttle fleet following peak service times each day, and at night prior to service the following day
- Cleaning common bathrooms in residence halls frequently by BU Facilities, as well as providing disinfecting products for students to use to wipe down surfaces in common bathrooms in residence halls and providing a starter kit of disinfecting products for students in suite and apartment bathrooms
- Recommending that BU employees wipe down and disinfect work surfaces and commonly touched areas in their own workspaces

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [COVID-19 Testing Protocols and Compliance](#) (July 27, 2020, letter to faculty and staff)

## General Operations

*Boston University has undertaken additional actions, including:*

- Publishing [guides](#) for undergraduates, graduate students, and employees returning to campus with instructions for social distancing, wearing face coverings, and other aspects of BU's safety protocols, and communicating those broadly by, for example:
  - Communicating regularly with the entire BU community about the importance of these efforts through BU's [Back2BU](#) website, BU's newly developed [Healthway](#) website (focused on BU's COVID prevention and testing efforts), regular [announcements](#), BU's daily online publication [BU](#)

Today, and social media channels such as [Twitter](#), [Facebook](#), [YouTube](#), and [Instagram](#)

- Developing video tutorials regarding safety protocols
- Facilitating student-created information campaigns about the importance of following safety protocols, and developing a “[New Normal Challenge](#)” to encourage students to think creatively about fostering a safe campus
- Requiring all students and employees coming to campus to screen themselves daily for symptoms, report symptoms to health departments on campus, and stay home until there has been appropriate follow-up, including testing
- Establishing clear mechanisms for members of the community who are at higher risk to seek workplace adjustments and providing BU’s [Learn from Anywhere](#) model where students can choose in-person or remote classes
- Providing detailed guidance to limit the size of gatherings, including:
  - Reducing seating density in classrooms, outfitting classrooms with technology so that students can participate remotely, and advising students to limit gatherings in lounges and other informal spaces
  - Advising students, and student groups in particular, about the parameters for gatherings
  - Advising faculty and staff to hold meetings remotely if possible, and to limit the number of attendees so that physical distancing is possible
- Establishing a [framework](#) for the reopening of all buildings, including coordination with unit and building coordinators for each space to facilitate COVID-related safety protocols
- Ensuring that campus amenities—including dining services, fitness and athletic facilities, Barnes & Noble @ BU, and performance venues and events—follow sector-specific safety protocols

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [COVID-19 Testing Protocols and Compliance](#) (July 27, 2020, letter to faculty and staff)
- [Process for Requesting Workplace Adjustment for Fall 2020](#) (June 18, 2020, memo to faculty and graduate teaching fellows)
- [Campus Planning & Operations Return to Campus Advisory Services](#)
- [BU Healthway](#) (for the BU community)



## Cleaning & Disinfecting

*Boston University has undertaken additional actions, including:*

- Establishing a [framework](#) for the reopening of all buildings, including coordination with unit and building coordinators for each space to facilitate COVID-related safety protocols
- Establishing cleaning and disinfecting protocols for campus spaces, including frequent cleaning and disinfecting high-touch surfaces such as fixtures, light switches, handles, buttons, etc.)
- Utilizing aerosol sprayers for large-scale disinfecting
- Implementing a deep-cleaning protocol in the event of a COVID-19 diagnosis

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [Campus Planning & Operations Return to Campus Advisory Services](#)

## Communication & Support

*Boston University has undertaken additional actions, including:*

- Publishing [guides](#) for undergraduates, graduate students, and employees returning to campus with instructions for social distancing, wearing face coverings, and other aspects of BU's safety protocols, and communicating those broadly by, for example:
  - Communicating regularly with the entire BU community about the importance of these efforts through BU's [Back2BU](#) website, BU's newly developed [Healthway](#) website (focused on BU's COVID prevention and testing efforts), regular [announcements](#), BU's daily online publication [BU Today](#), and social media channels such as [Twitter](#), [Facebook](#), [YouTube](#), and [Instagram](#)
  - Developing video tutorials regarding safety protocols
- Posting signage around campus—including in classroom buildings, residence halls, and other University spaces—to direct members of the community to observe safety protocols and safe movement patterns for physical distancing in shared spaces, including sidewalks, entryways, corridors, stairwells, restrooms, common areas, and elevators
- Engaging in ongoing discussions with state and local officials, and confirming and expanding communication and escalation points within the Massachusetts Department of Public Health and other state and local agencies

- Developing a dashboard that tracks key health metrics, including positive test results, to be reviewed daily by the University’s medical and public health professionals so the University can take any necessary steps to move to remote learning
- Providing emotional and mental health services for the BU community, both on campus and remotely

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [Campus Planning & Operations Return to Campus Advisory Services](#)
- [BU Student Health Services](#) (including group workshops through [Behavioral Medicine](#))
- [BU’s Student Wellbeing Project](#) (including resources [available remotely](#))
- [Faculty & Staff Assistance Office](#)
- [BU Healthway](#) (for the BU community)

## **Detection & Response**

*Boston University has undertaken additional actions, including:*

- Establishing a high-throughput facility for RT-PCR testing in BU’s Rajen Kilachand Center for Integrated Life Sciences & Engineering, which has the capacity to process over 6,000 tests per day
- Requiring students to be tested when they arrive on campus
- Instituting a framework for testing members of the community on campus, with more frequent testing for residential students and others based on a range of factors, including whether individuals are at higher risk due to other medical conditions. Residential and non-residential undergraduate students will be tested twice weekly.
- Launching a BU contact-tracing program for members of the BU community, including working with state and local contact-tracing programs for those outside of the BU community who may have come in contact with infected individuals
- Requiring self-quarantine for those who arrive on campus from another country or a state not designated as a lower-risk state by the Department of Public Health, until they receive three consecutive negative results from tests taken after arrival in Massachusetts
- Requiring isolation of infected individuals, and quarantine of close contacts of infected individuals, and designating housing for resident students for that purpose

- Establishing surveillance testing protocol: undergraduate students being tested twice per week and graduate students once per week. Employees are stratified into four categories based on risk. Student-facing employees are tested once weekly.
- Establishing protocol for students in quarantine and isolation. Daily batch messages sent to students in quarantine and isolation. Daily calls for students in isolation. Food delivered to room. Toiletries available upon request. Isolation Unit Specialists (healthcare workers) on site at isolation housing for in-person monitoring as needed.

These actions are described in greater detail in the following:

- [Back2BU COVID-19 Resources for Undergraduate Students](#)
- [Same Campus, New Campus Life](#) (for BU undergraduate students)
- [Same Campus, New Campus Life](#) (for BU graduate and professional students)
- [Back to On-Campus Work](#) (for BU faculty and staff)
- [Community Health for Return to Campus in the Fall](#) (June 17, 2020, announcement)
- [COVID-19 Testing Protocols and Expectations—Undergraduates](#) (July 27, 2020, announcement)
- [COVID-19 Testing Protocols and Expectations—Graduate & Professional Students](#) (July 27, 2020, announcement)
- [BU Healthway](#) (for the BU community)