Fall 2021 Return to Campus
Frequently Asked Questions (FAQs)
UPDATED August 3, 2021
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John Jay’s Strategy for a Safe Return to Campus

1. What is John Jay’s plan for a safe return to campus?

John Jay is committed to ensuring a safe return to campus. We are using a multi-layered mitigation strategy which includes improvements to building ventilation, enhanced cleaning procedures, face masks, hand hygiene, and vaccination.

The College has developed a comprehensive **Fall 2021 Reopening Plan** which was unanimously approved by the College’s Fall Planning Committee and also approved by CUNY. Please find the approved plan linked [here](#).

We hope that the questions and answers in this document help you understand our strategy and what you can expect when you return to campus. We will continue to update this document as more information and guidance become available. We are excited to see you!

*[This answer was last updated on August 3, 2021.]*

The FAQs

1. Where did these FAQs come from?

These frequently asked questions were developed based on questions submitted by faculty, staff, and students. As more details about our return to campus are finalized, we will continue to add new questions and answers to this document, and some submitted questions will be addressed in future editions of these FAQs.

*[This answer was last updated on June 17, 2021.]*

2. Will there be any changes to these FAQs?

Yes. As you know, the circumstances change all the time. So please understand that this document will be updated frequently, and some answers may change as the guidance from state and local officials, CUNY, and public health authorities changes.

You’ll notice that each question includes the date that the answer was “last updated” so that we will be able to keep track of answers that are updated or changed.

*[This answer was last updated on June 17, 2021.]*

3. How can I submit an FAQ?

If you would like to submit a question for a future version of the FAQs, please email it with the subject line “FAQ suggestion” to: AskJohnJay@jjay.cuny.edu.

If you have questions that are personal to you, you can contact: (1) for general questions, AskJohnJay@jjay.cuny.edu; (2) for health-related questions, Malaine Clarke (maclarke@jjay.cuny.edu); or (3) for human resources questions, Oswald Fraser
Vaccination

1. **Do I need to be vaccinated?**

All students enrolling in Fall 2021 in-person and hybrid classes must be vaccinated. FAQs regarding the Student Vaccination policy can be found here: [Student Vaccination Policy Frequently Asked Questions – The City University of New York (cuny.edu)](https://www.cuny.edu). In addition, regardless of the type of classes you are taking, if you are a student athlete you must be vaccinated before you will be permitted to participate in any CUNY athletic activity (see Vaccination section Q/A 2).

Faculty and staff are strongly encouraged to get vaccinated, but it is not mandatory.

Getting vaccinated is the best way to keep yourself, your family, and our community safe. Please do it now if you haven’t already (see Vaccination section Q/A 3).

2. **What are the vaccination requirements for student athletes?**

Student athletes participating in regular, post season, or tournament intercollegiate, intramural, or club athletic competition must be vaccinated in order to participate in any CUNY athletic activity. Of course, athletes may be exempted from the vaccine requirement if they have received a CUNY-approved exemption for medical or exception for religious reasons. This requirement is effective immediately and it is not dependent on the pending Emergency Use Authorization status of the current available vaccines.

3. **Where can I get vaccinated?**

Please visit the [NYC COVID-19 Vaccine Finder](https://www1.nyc.gov/site/coriservices/covid-19-vaccine-finder.page) website or the [NYS COVID-19 Vaccine Finder](https://www.ny.gov/vaccine-finder) website to find a vaccination site near you. Currently, vaccinations are not offered on campus.

4. **What do we mean by people who are “fully vaccinated”?**

These FAQs sometimes refer to people who are “fully vaccinated.” Fully vaccinated means it has been at least two weeks since you received your second dose of a two-dose vaccine (like the Pfizer-BioNTech or Moderna vaccines), or two weeks since you received a single-dose vaccine (like the Johnson & Johnson/Janssen vaccine). If you are an International student and the vaccine you have received is approved by the WHO, you are also considered fully vaccinated, provided you meet the time guidelines as stated above.
5. **How can I verify my vaccination status if I choose to do so?**

Proof of vaccination should be done through your CUNYfirst account. For instructions on how to upload your vaccination information:

- **Students**, please use this link: Student Guide to Vaccination Verification.
- **Faculty** and **Staff**, please use this link: Faculty & Staff Guide to Vaccination Verification.

Note, if you are a student and previously submitted your vaccination verification information the Health Office, please resubmit this information in CUNYfirst to ensure that your campus access is approved.

*This answer was last updated on August 3, 2021.*

**Safety Protocols for Everyone**

1. **Are face coverings (masks) required?**

Masks are required in all shared indoor spaces. That includes classrooms, shared offices, and spaces being used by more than one person (e.g., an area being used for advisement, or for a meeting). Masks are not required in outdoor spaces, such as the Jay Walk. This policy applies to everyone (all students, faculty, staff, and visitors), regardless of vaccination status.

In addition, please note:
- Masks can be removed to eat or drink, but social distancing is required when masks are removed to eat or drink.
- Eating and drinking is confined to the cafeteria, the faculty/staff dining room, the eating space near the 11th Avenue entrance and Lil’ Jay’s, or your office if you have sufficient room to socially distance.

*This answer was last updated on August 3, 2021.*

2. **Who will ensure that people follow the rules related to masks or social distancing?**

We are all in this together. We have seen our community step up and come together to support one another repeatedly during this pandemic, and we expect near-universal compliance with the rules designed to keep everyone safe when we return to campus—even if a friendly reminder is needed now and then.

*This answer was last updated on August 3, 2021.*

3. **Is personal protective equipment (PPE) available on campus?**

Yes. You can visit Public Safety to get personal protective equipment (PPE) such as masks and gloves. Disinfectant wipes will be placed in classrooms and office areas, and hand sanitizer dispensers will be located throughout the campus. If additional cleaning supplies or PPE are needed, please contact Facilities (212-237-8517) or Public Safety (212-237-8524).

*This answer was last updated on June 17, 2021.*
Access to Campus and Screening

1. What will I need to do in order to gain access to campus?
   There will be only two ways to gain access to campus:
   1) Show proof of vaccination; or
   2) Show proof of a negative COVID-19 test taken at a CUNY facility as described below within seven days from the date of entry.

   • **Proof of Vaccination:** If you are fully vaccinated and have verified your vaccination status in CUNYfirst (see Vaccination section Q/A #5), Public Safety will program your ID card to allow you to enter at any campus entrance.

   • **Testing:** CUNY will conduct testing for all CUNY campuses. Using an online platform (more info to come) you can make a reservation to be tested at any of the following locations:
     - Herbert H. Lehman College
     - Bronx Community College
     - Hostos Community College
     - The CUNY Graduate Center
     - John Jay College of Criminal Justice
     - Baruch College
     - Borough of Manhattan Community College
     - City College of New York
     - Hunter College
     - Brooklyn College
     - City Tech
     - Kingsborough Community College
     - Medgar Evers College
     - Queens College
     - Queensborough Community College
     - York College
     - LaGuardia Community College
     - The College of Staten Island

   Test results will be sent through the online platform and if you have a negative test result you will be given a green token. This will allow you access to any entrance on campus during the valid testing period (the test results are valid for 7 days). You will be required to present the green token on your phone when you enter campus. Testing will be available starting August 9, 2021.

   We will share additional details about the testing process as soon as those details are available.

   *(This answer was last updated on August 3, 2021.)*

2. If I fail the COVID-19 testing, will I be allowed on campus?
   No. If you fail the COVID-19 testing, you will not be allowed on campus until one of the following is true:

   • You have a doctor’s note clearing you to return to campus (for example, in case of a false positive test); or
• You have quarantined for four days and then tested negative for COVID-19; or
• You have quarantined for ten days.

[This answer was last updated on August 3, 2021.]

3. When can I come to campus?

   Hours of operation for the New Building and Haaren Hall are:
   
   **Monday – Thursday:** 7:00 a.m. – 11:00 p.m.
   **Friday:** 7:00 a.m. – 9:00 p.m.
   **Saturday:** 7:00 a.m. – 6:30 p.m.
   **Sunday:** 8:00 a.m. – 5:30 p.m.

   All other buildings will have the same hours of operation as the New Building and Haaren Hall, except they will be closed on Sundays.

   [This answer was last updated on June 17, 2021.]

**Keeping Our Buildings Safe**

1. How will air quality be maintained?

   We will follow CDC guidelines for ventilation. Consistent with these guidelines, when we return to campus August 16, in all campus buildings (including Haaren Hall, the New Building, North Hall, and the John Jay floors in the BMW building and Westport):

   • We will increase the amount of outside air brought into the buildings through the HVAC system, reducing the amount of air recirculation.
   • We will open windows and doors, when feasible and when the weather allows, to increase outdoor airflow.
   • Where fan operation can be controlled using the thermostat, we will set fans to the “on” position instead of “auto.”
   • We will use MERV 13 or greater filters.
   • We will use portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning in all classrooms and, where needed, in office spaces.
   • We will extend the run times of HVAC systems before and after the building is occupied.

   In addition, we are in the process of investigating if ultraviolet disinfection tools should be used in the HVAC system in certain areas.

   [This answer was last updated on August 3, 2021.]

2. How will the buildings be cleaned?

   We will follow the CDC guidelines for cleaning. Consistent with these guidelines when campus reopens, in all campus buildings (including Haaren Hall, the New Building, North Hall, and the John Jay floors in the BMW building and Westport):
• We will prioritize high-touch areas.

• In most situations, regular cleaning (at least once a day) is enough to sufficiently remove virus that may be on surfaces. In certain circumstances, the CDC recommends disinfecting after cleaning—we will do so, using an EPA-approved disinfectant.

• Bathrooms will be cleaned four to five times a day.

• In office spaces, we will remove the garbage, vacuum, and dust on a routine basis, and will provide disinfectant surface wipes that can be used, if desired.

[This answer was last updated on June 17, 2021.]

3. Will work areas be cleaned before faculty and staff return to work?

Yes. The Facilities department will clean all areas before the return of staff. We are hiring additional facilities staff to ensure the buildings will be on par or better than they were pre-pandemic. Please note that facilities staff will not clean desk surfaces that contain any items on top.

[This answer was last updated on June 17, 2021.]

Campus Facilities

1. Will the Jay Walk be open?

Yes, and masks are not required on the Jay Walk.

[This answer was last updated on August 3, 2021.]

2. Will the cafeteria be open?

Yes. We will provide limited food service on campus at the beginning of the semester. Food and beverage services will be offered in the cafeteria, Lil’ Jay’s, and the kiosk on Haaren Hall 2nd floor.

[This answer was last updated on August 3, 2021.]

3. How many people can go into an elevator at one time?

Elevators in all buildings (including Haaren Hall, the New Building, BMW, and Westport) will operate at 50% capacity, with signs to indicate what that means for each elevator. Priority is to be given to individuals with disabilities. The stairs and escalators should be used as often as possible.

[This answer was last updated on June 17, 2021.]

4. Once I’m on campus, will I be limited to one particular area?

No. Once on campus, you will be able to visit multiple classrooms, offices, study areas, and so on, as needed or desired.
5. **Are visitors allowed on campus?**

To minimize density, we strongly discourage non-essential visitors. If visitors do come to campus, we encourage the use of conference rooms or large public areas where guests can be greeted and hosted. Visitors will also be required to submit vaccination verification or a negative COVID-19 test result through the John Jay portal. (More information about this process to come.)

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### Student Questions

1. **Do students need to be vaccinated?**

   All students enrolling in Fall 2021 in-person and hybrid classes and all student athletes (regardless of the type of classes you are taking) must be vaccinated. Details on this requirement as well as information about how to request a medical or religious exemption can be found here: [Vaccination Requirements for Fall 2021](#).

   Proof of vaccination should be done through your CUNYfirst account. For instructions on how to upload your vaccination information, please use this link: [Student Guide to Vaccination Verification](#). Note, if you are a student and previously submitted your vaccination verification information to the Health Office, you must resubmit your information in CUNYfirst.

   Getting vaccinated is the best way to keep yourself, your family, and our community safe. If you haven’t already done so, please visit the [NYC COVID-19 Vaccine Finder](#) website or the [NYS COVID-19 Vaccine Finder](#) website to find a vaccination site near you.

   [This answer was last updated on August 3, 2021.]

2. **Will there be places for me to go between my in-person classes and, if necessary, to attend a Zoom class?**

   Yes. Most areas throughout the buildings, including the library and computer labs, will be open—except for Club Row.

   Extra study areas have also been set up in the Shiva Gallery and L-61 in the New Building.

   [This answer was last updated on June 17, 2021.]

3. **Can I hang out with my friends between classes?**

   Yes. On-campus interactions are an important part of the learning experience. Interactions with others are encouraged—but you must follow the masking and distancing rules.

   [This answer was last updated on June 17, 2021.]

4. **For in-person or hybrid classes, can students attend an in-person class remotely?**
No. If a student enrolls in an in-person class, they are expected to attend that class in person, as in a typical semester. Some classes are scheduled as hybrid classes, and in those cases, students will be expected to attend some sessions in person and some sessions online, consistent with the class schedule.

[This answer was last updated on August 3, 2021.]

5. **Can I remove or lower my mask to eat or drink during an in-person class?**
No. As is always the case, eating and drinking is not permitted in classrooms.

[This answer was last updated on June 17, 2021.]

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**Faculty and Staff Questions**

1. **How many employees are allowed in the work area?**
   Starting on August 16, we will operate at a 50% occupancy rate in office spaces.

   [This answer was last updated on August 3, 2021.]

2. **Can I continue to work flexible hours?**
   Under CUNY's Flexible Work Arrangements policy, and to meet our 50% occupancy goals, supervisors may work with staff to arrange modified schedules, including flexible hours and condensed workweeks. Such arrangements require consultation with and approval by managers. Prior to implementing any modified schedules, managers and staff must take adequate steps to ensure that support services for students and staff and University operations will continue without interruption while modified schedules are in place.

   [This answer was last updated on August 3, 2021.]

3. **I am in a high-risk group. Who do I talk to about my situation?**
   Employees at heightened risk for severe illness if they contract COVID-19 may be eligible for a reasonable accommodation (for example, working a flexible schedule or remotely). Contact your supervisor and the College’s Human Resources Department.

   [This answer was last updated on June 17, 2021.]

4. **Will webcams be provided for conducting Zoom meetings while on campus?**
   Yes. DoIT will be purchasing equipment over the summer. Please email the Help Desk (helpdesk@jjay.cuny.edu) to request equipment for your office. In addition, conference rooms are being upgraded throughout campus to support Zoom meetings.

   [This answer was last updated on June 17, 2021.]

5. **If I get COVID-19, will my quarantine time come out of my sick leave?**
   Please refer to the Emergency Paid Sick Leave reference guide. These provisions have been extended through September 30, 2021. If you have exhausted the Emergency Paid Sick Leave, contact the Human Resources Department (Benefits@jjay.cuny.edu)—you may be eligible for additional paid leave due to COVID-19 under the New York State
COVID-19 Paid Sick Leave Law.

[This answer was last updated on June 17, 2021.]

6. **Are there resources to assist employees with addressing return to campus anxiety?**

Yes. We recognize the impact of COVID-19 on emotional and mental health. Faculty, staff, and their family members are encouraged to contact CCA directly. They are available by phone 24 hours a day, seven days a week at (800) 833-8707 or by logging in to the CUNY Employee Assistance Plan website presented by CCA [www.myccaonline.com](http://www.myccaonline.com). The Company Code is “cuny”.

CCA provides telehealth options and other resources for those adjusting to remote working or those experiencing anxiety related to COVID-19.

[This answer was last updated on August 3, 2021.]

**Faculty Instructional Questions**

1. **Can I change the in-person meeting schedule throughout the semester?**

   No. Class meeting schedules are published at the time of registration and must be maintained throughout the semester as published.

   [This answer was last updated on June 17, 2021.]

2. **Can I teach without a mask on?**

   No—masks must remain on.

   Note that other options are available for faculty with concerns about being heard or understood while wearing a mask. You can request a microphone by contacting DoIT (helpdesk@jjay.cuny.edu)—please make the request well in advance of the start of the semester. If a student needs to read your lips, the College will make see-through masks available.

   [This answer was last updated on August 3, 2021.]

3. **What do I do if a student refuses to wear a mask?**

   Masks are required under our plan, therefore you can ask the student to leave the classroom.

   [This answer was last updated on August 3, 2021.]

4. **What do I do if a student wants to eat during class?**

   As is always the case, there should be no eating or drinking in classrooms.
5. **How can we engage in small group work safely in classes?**

It is a good idea to think early about appropriate adjustments to your pedagogy in light of constraints. For instance, small group work could be arranged online. Ensure students maintain mask-wearing because small group work typically involves facing and talking to each other, which increases the sharing of air, you should take precautions such as increased social distancing in addition to the required mask wearing.

6. **Will we be using classrooms that are only accessible via elevator?**

It will depend on classroom demand during a given class period. Faculty requiring accommodations should contact the Human Resources Department (Keisha Pottinger-Moore at kpottingermoore@jjay.cuny.edu) to make a request in advance, as usual.

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**Contact Tracing**

1. **If I test positive for COVID-19, what should I do?**

If your positive test result was within three days of your last visit to campus, please report your test result to our Campus COVID-19 liaisons Malaine Clarke (maclarke@jjay.cuny.edu) and Diego Redondo (dredondo@jjay.cuny.edu). This will help us conduct contract tracing to keep others safe.

Do not come to campus. Any person confirmed with COVID-19 must stay home (isolate) and follow the instructions from the Campus COVID-19 liaisons about a safe return to campus.

Faculty and staff will not be penalized for your time away due to COVID-19 (refer to “Faculty and Staff Questions” section Q/A #5 “If I get COVID-19, will my quarantine time come out of my sick leave?”). You should contact your supervisor or your instructors to ensure they are aware and proper arrangements are made.

2. **If I am exposed to someone who has COVID-19 while on campus, will I be notified?**

If someone reports that they have tested positive for COVID-19, we will work with that person and use campus resources to determine who has come in close contact with that person and notify those contacts. (Please note that we will protect the person’s privacy to the extent possible. It is normally not necessary to reveal a person’s identity in order to notify their close contacts.)
3. **If I have been exposed to someone with COVID-19, can I come to campus?**

   Maybe. You cannot come to campus unless (1) you have no symptoms of COVID-19, and (2) you currently have high immunity. You have high immunity if at least one of the two conditions below is true:
   
   - You are fully vaccinated against COVID-19.
   - You had laboratory-confirmed COVID-19 in the past three months and recovered. Three months is measured from the date you first had COVID-19 symptoms or, if you had no symptoms, the date of your first positive diagnostic test.

   [This answer was last updated on June 17, 2021.]

4. **If I become sick while on campus, what should I do?**

   First, notify our Campus COVID-19 liaisons Malaine Clarke (maclarke@jay.cuny.edu) and Diego Redondo (dredondo@jay.cuny.edu). They will let you know what to do next (which may be to go home, may be to get tested while on campus, or may be something else).

   Employees should also notify their supervisor.

   [This answer was last updated on June 17, 2021.]

**Other Questions**

1. **Can campus reclose?**

   Yes. We are committed to keeping our community safe and will continually be monitoring the situation on the ground along with the latest public health and government guidelines. While we are planning for an in-person Fall 2021 semester, and do not expect to reclose, we are prepared to do so if the health and safety of our community requires it.

   [This answer was last updated on June 17, 2021.]

2. **Who is responsible for my internet service at home?**

   You are responsible for your own internet service at home. If there is a financial hardship or other factors that prevent you from having reliable internet service, free hotspots are available by contacting the DoIT helpdesk (helpdesk@jjay.cuny.edu).

   [This answer was last updated on June 17, 2021.]