



St. Francis College Student Code of Conduct COVID-19 Addendum

The student code of conduct and behavior expectations does not change with the use of remote learning. Violations of the student code of academic integrity and behavior, as outlined in the Student Handbook, the *Cord* (https://www.sfc.edu/uploaded/documents/student_life/TheCord.pdf) as well as in the COVID-19 Addendum will be reviewed according to the same disciplinary procedures.

The ability of the St. Francis College community to thrive during the current COVID-19 pandemic is contingent upon a shared understanding that we each have a role in taking steps that promote not only our own health but the health of the other individuals with whom we share our campus.

St. Francis College intends to perform its educational mission while minimizing the potential spread of the novel coronavirus.

We expect that all members of the St. Francis College community act in a manner that demonstrates respect and consideration for those around them, including respect and consideration for the health and safety of all community members.

With this in mind, all students are expected to adhere to the policies outlined below, as well as those found in the Student Handbook, the CORD, the College's Back to Brooklyn reopening guidelines, guidance from federal, state and local government authorities, CDC and New York State public health authorities, as well as other official College publications. St. Francis College has developed the "Back to Brooklyn" COVID-19 Action Plan, for restarting operations and welcoming students, faculty and staff back to campus this semester. The COVID-19 pandemic is a fluid situation and COVID-19 guidance from state and local governmental authorities, as well as public health experts and agencies, continues to evolve. The health and safety of the St. Francis College community is our primary concern. St. Francis College and the Office of Residence Life will continue to assess science, public health guidelines, and local, state and federal requirements. The College has implemented various safety rules, protocols and precautions to mitigate the transmission of COVID-19, which may be updated at any time. All members of the College community are expected to review the College's "Back to Brooklyn" COVID-19 Action Plan, available at <https://www.sfc.edu/about/backtobk>, prior to arriving on campus.

These policies should be followed at all times while on campus and may be subject to change as the local and global situation evolves and as public health guidance is updated. Students will be informed of any updates as soon as they are available.

Understanding the Risks of COVID-19

In order to understand the risks that you face by returning to campus, you must understand that COVID-19 is a highly infectious, life-threatening disease declared by the World Health Organization to be a global pandemic. COVID-19's highly contagious nature means that contact with others or contact with surfaces that have been exposed to the virus, may lead to infection.

St. Francis College is taking steps recommended by public health authorities to minimize the risk of spreading this disease on the St. Francis College campus. However, it is important that you understand that there is an inherent risk of exposure to COVID-19, in any place where people are present, including College residence halls, common areas, classrooms, and in other areas on campus; and despite the safety measures St. Francis College has instituted, The College cannot guarantee that members of the campus community will not be exposed to and/or contract COVID-19 or other illnesses.

How do we minimize risk?

In order to minimize the risks associated with COVID-19, the policies and guidelines below are part of the St. Francis College Student Code of Conduct COVID-19 addendum, and are applicable to all students. Your compliance with these requirements is essential to assisting the College in minimizing the risks to you and other members of the community. That means abiding by all health and safety directives from federal, state, local and college officials effective immediately and encouraging others to do the same.

You are subject to all guidelines for individuals related to the COVID-19 pandemic established by the local and federal government as well as the United States Centers for Disease Control and Prevention (CDC). In addition, St. Francis has issued guidelines for personal behavior during the COVID-19 pandemic and you must comply with such guidelines at all times. You understand that both sets of these guidelines may change, and it is your responsibility to ensure that you understand and comply with these guidelines at all times.

As new health and safety guidance from state and federal agencies becomes available, the College may implement additional requirements restricting your behavior and you agree to comply with such requirements. Failure to fully comply with the SFC health and safety standards could result in a student's immediate removal from campus and transition to remote learning, or possible disciplinary consequences, including suspension or expulsion. Students who violate these requirements will be met with appropriate sanctions.

Requirements:

Any social events that are not planned with Student Affairs are prohibited.

As outlined in the Terrier Safety Pledge:

Students must complete the daily Health Questionnaire via a link provided by the College and receive a temperature check prior to fully entering the campus.

Any student who reports that they have been exposed or tests positive for COVID-19 must notify the College immediately by emailing Nurse Elizabeth Giugliano at StuHealthServices@sfc.edu, who will advise students directly on where to get tested, how to submit results, and/or the length of time of self-quarantine from campus. Any student that fails to comply safety requirements may be subject to discipline in accordance with College policies and procedures.

Students should self-monitor for COVID-19 symptoms, including but not limited to fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headaches, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting or diarrhea. This list does not include all possible symptoms. (The [CDC](#) will continue to update this list as we learn more about COVID-19). Anyone with flu-like or COVID-19 symptoms must be evaluated by a healthcare provider prior to returning to campus and when necessary will be required to self-isolate.

Students will comply with governmental, state, and campus directives concerning maintaining required physical distancing (six feet) between themselves and other individuals at all times.

Students will use a face covering that conforms to CDC guidelines anytime that they are outside a residence hall room, including in all spaces on campus. Any time individuals come within 6 ft. of another person who does not reside in the same residence (i.e., roommate), acceptable face coverings **must** be worn. In the cafeteria masks may be taken off while eating, only if maintaining social distance. Students who are residents at the College are not required to wear a face covering while in their private room with a closed door or when eating in a common area, if social distancing is maintained.

Students will follow health and hygiene practices and wash their hands frequently and thoroughly with soap and water (for a minimum for 20 seconds) or use hand sanitizer if hand washing is unavailable, especially after contact with frequently touched items in public areas and before and after eating. Students should avoid touching their eyes, nose and mouth with unwashed hands and should cover their cough and sneezes with a tissue and discard in a closed container.

Students are encouraged to utilize sanitizing wipes provided on each floor to clean and disinfect any high-touch surfaces they are using such as computers in lab spaces.

Students must use their SFC ID card to enter and exit the campus.

Students must follow the new directional signage on campus which provides information and safety guidance, including directions regarding use or occupancy restrictions on-campus and the residence hall.

Students must fully and honestly participate in contact-tracing, as necessary.

Students must follow the travel restriction guidelines set forth by New York State. Students who travel out of the country or to a state included in the [New York State COVID-19 Travel Advisory](#), as it may be updated from time to time, at any time after arrival to campus, must quarantine for 14 days upon return to New York and provide the results of a new negative COVID-19 test prior to returning to campus. The College will follow New York State guidelines as they evolve.

Students must stay informed on evolving campus policies and new protocols.

These expectations are effective as of the start of the fall 2020 semester and apply to all students. Changes to these expectations will be shared via email and updated on this website. The College reserves the responsibility and authority to adjust the contents of this document as often as credible guidance and best practices suggest. The health of our community will remain at the forefront of our decision-making.

Please note the following expectations:

- If a new guidance/policy is more restrictive than what is listed here, all students are expected to immediately comply with the new measures announced.
- If the new guidance/policy is less restrictive than what is listed here, all students are expected to continue abiding by these measures until the College notifies that they have changed.

The College plans to strictly enforce the safety and health rules that we are putting in place for the 2020-2021 academic year. We are all responsible for our own health as well as the health and safety of one another. It is on all of us to reduce the spread of COVID-19 and we are in this together. Failure to comply with the College's COVID-19 health and safety standards could result in immediate removal from campus and transition to remote learning, and/or possible disciplinary consequences for students.

Additional expectations for students living in the Residence Life are included in the Residence Life **Fall 2020 COVID-19 Guidelines & Protocols provided to each resident.**

Online Learning Conduct

The St. Francis College Student Code of Conduct applies to online behavior as well as in-person or classroom behavior. As a member of the St. Francis College community, you are expected to be professional and respectful when writing and participating in discussion posts or attending class on Zoom or other video conferencing tools. Please read carefully as these policies are effective immediately. All students are expected to adhere to the policies and etiquette rules.

General

Discussion posts and some course video conference meetings using Zoom or other platforms may be recorded, which includes video, audio, and chat text. **Any inappropriate behavior and violations of the *Student Code of Conduct* whether in-class or online are subject to the St. Francis College Student Code of Conduct and will be adjudicated accordingly.**

Students must remember that they may be viewable and/or heard, by the entire class during a video conference (Zoom) session and should conduct themselves accordingly.

Any student who exhibits inappropriate behavior or otherwise interrupts a session may be removed from the video (Zoom) session by the professor and reported to the Assistant Dean of Student Affairs.

Video Conference Rules:

When you sign into your Zoom or other video conferencing session, you must sign in with your full First name and Last name as listed on the class roster. *You can do this by clicking Participants, finding yourself, and Clicking More and then Rename.* Using your full name helps the professor place students into groups when needed. If you have recently changed your name, please connect with the Office of Registrar via Navigate to file a Change of Name form.

- Video:
 - Turn on your video when possible. It is helpful to be able to see each other, just as in an in-person class. If you have limited internet bandwidth or no webcam, it is ok to not use video.
 - If you are unable to find an environment without a lot of visual distractions, it is also ok to turn off your video.
 - Please ensure your image is clean and appropriate.

- Audio:
 - Mute your microphone when you are not talking, and turn off any music, videos, etc. in the background. This helps eliminate background noise.
 - Just as in the in-class on campus environment, please ensure you are being respectful to your professor, class guests, and fellow classmates.
- Chat Box:
 - Use the chat window for questions and comments that are relevant to class and to the class activity.
 - We have a zero-tolerance policy for disrespect. Just like during in-person classes, respectful behavior is expected. Consider Zoom and other video conferencing as a professional environment, and act like you're at a job interview, even when you are typing in the chat.

These expectations are effective immediately, starting the fall 2020 semester, and apply to all students. Any inappropriate behavior and conduct violations whether in-class or online are subject to the St. Francis College Student Code of Conduct will be adjudicated accordingly and could result in disciplinary consequences for students.

If you have any questions regarding the Student Code of Conduct, please contact Assistant Dean of Students, Ruben Gonzalez at rgonzalez@132@sfc.edu