

SUNY Potsdam Departure Plan
Fall 2020

Academic Calendar

On November Friday, November 20 at 10:00 p.m., SUNY Potsdam will transition to all virtual classes for the remainder of the fall semester. No on-campus classes, events, or activities will take place until the start of the Spring 2021 semester.

Move Out Procedures

Any student who is a residential student, lives within a 15-mile radius to campus, or has any reason to be on campus (such as employment on campus or utilizing services on campus) will be asked to identify the day they intend to depart campus for Thanksgiving break and will be tested based on their intended departure date (see below).

Residential students will also be asked to identify the approximate time that they intend to leave campus. Time blocks will be restricted in order to reduce density of guests who will be picking up their students and to ensure proper social distancing. Elements to the move-out process will include:

- Students will be able to identify a 2 hour block of time to leave campus.
- The number of students per building will be limited based on the size of the building, the number of doors to the building, and the likely traffic patterns that students will use to enter/exit the building. Building doors will be marked with “exit” and “entry” only.
- Students will be able to have 1 guest assist them with moving.
- All individuals must adhere to social distancing expectations.
- All individuals will be required to wear masks and to sanitize/wash their hands frequently throughout the process. Hand-sanitizer, gloves, and masks will be provided.
- The Check-Out process, for students who will not be returning to the Residence Halls in the Spring, will be self-guided; no face-to-face staff interactions will be required. We will have staff members on campus monitoring check-out and will be available to answer questions by phone.
- Students will not be able to use College bins in the moving process nor will they have access to storage.
- Trash must be taken directly to the dumpster.

Testing Procedures

All residential students and any non-residential students who live within a 15-mile radius to SUNY Potsdam will be required to be tested prior to the beginning of Thanksgiving recess and the switch to remote learning. Their testing date will be determined based on the date of their intended departure:

Intended Dates to Leave Campus	Date to be Tested
November 13 – November 16	November 10
November 17 – November 19	November 13
November 20 – November 22	November 17

We will continue to testing using pooled saliva testing administered through Upstate Medical University. Assuming that results continue as they have been, students should be able to be notified of their negative test result (or isolated if positive) at least 24 hours prior to their intended departure.

Students Remaining on Campus

Students who wish to remain on campus will be able to request to do so. However, they will need to remain on campus and/or in the North Country region for the entirety of Thanksgiving break.

After Thanksgiving break, SUNY Potsdam will work with the remaining students to identify who will be staying through the conclusion of the semester (12/18/20) and who wish to remain on campus throughout the winter break. Students who remain on campus during this time will continue to be held accountable to the SUNY Potsdam BEAR COVID-19 Pledge.

Violations

Students who are in violation of SUNY Potsdam's BEAR COVID-19 Pledge and/or code of conduct will be processed through the on-campus judicial process and sanctioned according to the SUNY uniform sanctions.

Faculty and Staff

All employees and staff who have any reason to be on campus will continue to be tested through our surveillance testing protocols. This will continue to include Potsdam Auxiliary and College Educational Services (PACES) and Childcare Center staff. In addition, we will test all employees following Thanksgiving break.