



November 23, 2020

Dear Members of the University Community,

This is the final regular weekly update for the semester regarding Royals Safe Together – A Plan to Reopen Campus. Communications in December, while the University is not in session, will be sent as needed by the President, other members of Cabinet or members of the University community. **Regular weekly updates will resume on Monday, Jan. 11.**

Up-to-date information will continue to be posted at [Royals Safe Together – A Plan to Reopen Campus](#).

Report of Active Cases of SARS-CoV-2 on Campus

The University has [instituted a practice to provide regular updates](#) about positive cases of SARS-CoV-2 on campus.

Surveillance Tests: The University is continuing surveillance tests for all students, faculty and staff on campus in a proactive effort to identify individuals with the SARS-CoV-2 virus, especially when they do not have symptoms. **Identifying positive cases through this process was our intention and expectation.** Doing so helps isolate individuals who may be contagious but never develop symptoms. Members of the University community who have tested positive do not need to be tested again for three months.

Campus Metrics Summary for Nov. 16 to Nov. 22*

- The University conducted 299 surveillance tests of students and employees with a weekly positivity rating of 2.01%. The cumulative positivity rate on testing in the Long Center for the 11,514 tests completed all semester is 3.61%.

- Five students tested positive through surveillance testing, 10 students reported symptoms and tested positive through Student Health Services, and nine reported a positive test from an off-campus provider. All students testing positive are in isolation or completed the necessary isolation. 13 students are in isolation pending test results. University contact tracers identified and notified students to quarantine as per established protocols.
- One employee tested positive through the University screening tests. One employee reported the need to quarantine due to possible exposure outside of the University. Two employees are in isolation due to reported symptoms/response to the wellness app. Two employees remain in quarantine from the previous week.

Reported Positive Student Cases: 24

Students in isolation: 18 (includes newly reported positive cases)

Students in quarantine: 35

Students meeting criteria to discontinue quarantine or isolation: 31

Reported Positive Employee Cases: 1

Employees in isolation: 3

Employees in quarantine: 3

Employees meeting criteria to discontinue quarantine or isolation: 0

*Note: Information provided reflects activity within a given week. Because the general timeframe for isolation (10 days) and quarantine (14 days) overlaps with weekly reporting, numbers between weeks will differ.

Updates

- **The University's Advent Mass has been recorded and will be available for viewing on Sunday, Dec. 6, at 7 p.m.** Instructions on accessing the link for our traditional Advent Mass will be available shortly on the [Campus Ministries webpage](#).
- **University residence halls will close at 6 p.m. on Wednesday, Nov. 25.** Students who will be on campus for Spring 2021 may leave their belongings in their room following instructions shared by Residence Life. The full announcement sent to students regarding procedures for leaving campus as the semester ends can be seen [here](#).

- Students returning home to states other than Pennsylvania are reminded to **check their home state's COVID travel advisories and restrictions**.
- The University does not have the capability to provide COVID testing for all students prior to leaving campus after final exams. During the semester, we were able to provide surveillance testing for approximately 1,000 students and staff each week. **Asymptomatic students who wish to have a COVID test prior to leaving Scranton can contact a local COVID testing site.** When explaining your need for testing, we recommend mentioning that, as students, you live or work within a “special setting where the risk of COVID-19 transition may be high.” Students who experience symptoms related to COVID-19 should continue to contact Student Health Services.
- **University offices will continue to operate weekdays between 8:30 a.m. and 4:30 p.m.** with staff working remotely or on campus from Nov. 30 to Dec. 21, when the campus will close for the Christmas holiday (Dec. 22 to Jan. 3). During December, all campus facilities, including the Weinberg Memorial Library, will remain closed to visitors and the general public except by appointment (e.g. admissions visitors). Supervisors will advise staff members as to whether they will work remotely or on campus during this time period.
- **Sunday and Weekday Masses will not be offered on campus during December and January.** The last Weekday Mass for the fall semester will be celebrated on Tuesday, Nov. 24. Weekday Masses will resume when the spring semester begins on Feb. 1. Sunday 7 p.m. Masses will resume on Feb. 7.
- **Fitness Center Hours beginning Monday, Nov. 30, will be:**
 - Monday- Friday: 6 a.m. to 6 p.m.
 - Saturday: 9 a.m. to 1 p.m.
 - Sunday: Closed
 - Reservations are not needed during winter break hours.
- The Weinberg Memorial Library will close for the Thanksgiving holiday at 4:30 p.m. on Wednesday, Nov. 25. **Library hours for Monday, Nov. 30 through Sunday Dec. 20 will be:**
 - Circulation Desk Hours: Monday – Friday, 8 a.m. – 4:30 p.m.; Saturday – Sunday, Closed.
 - Swipe Hours: Daily, 8 a.m. – 11:30 p.m. (Access is limited to the first and second floors when the Circulation Desk is closed.)

- Monday, Dec. 21 Hours: 8 a.m. – 4:30 p.m. with no swipe access to the building outside these hours
- Dec. 22 through Jan. 3: Closed for the holidays / no swipe access to the building.
- Hours for intersession will be posted at a later date.
- **The extended weekday and weekend hours for the parent call center will end on Wednesday, Nov. 25**, at the close of the fall semester. Following Thanksgiving break, phone inquiries may be made during normal business hours. Parents, students and other University community members may also email questions to healthandsafety@scranton.edu.
- **Student Health Services has ended extended hours for the semester** and will see students during normal operating hours until the Thanksgiving holiday break. They will not see students during the winter break from Nov. 30 to Jan. 4 while students are not on campus.
- **Review and delete your Zoom cloud recordings:** The University's Zoom cloud storage is currently at 61% of its capacity. As the Fall semester concludes, we ask all of our users (staff, faculty and students) to review their cloud recordings from March 1 through July 31 to allow for continued cloud storage through next semester. Users can choose to delete their recording, or download them as an MP4 file and save to OneDrive, followed by deleting the recording from the cloud.
 - Click [here](#) for directions on how to access, download and delete your Zoom recording.
- **Two Step Duo: Register a Secondary Device:** If you plan to purchase a new cellphone you will need to re-enroll your account and reconfigure your device with the help of the Technology Support Center UNLESS you enroll a second device in Two Step Duo. It only takes a few minutes and it will allow you to continue to log into my.scranton without interruption.
 - Instructions can be found here: <https://www.scranton.edu/information-technology/services/two-step-login.shtml> - tabs-1.
- **Reminder to Students about Mail and Packages: Students living on campus are reminded to pick up all mail and packages before leaving for winter break.** Additionally, please do not have packages shipped to campus during winter break. Due to the policies of delivery companies, the only mail and packages that can be forwarded to students' home addresses are those from the US Postal Service. We are unable to forward items from

UPS, Amazon and Fed Ex. In the event that a student has a US Postal Service item that needs to be forwarded to their home address during winter break, please submit a request to Debra Price at debra.price@scranton.edu.

You should expect your next regular update on Monday, Jan. 11, 2021.

We wish you all a wonderful holiday season and thank you for the cooperation and care you have given to the Royals Safe Together plan throughout the semester.

Sincerely,

Robert W. Davis Jr., Ed.D.
Vice President for Student Life

Jeff Gingerich, Ph.D.
Provost/Senior Vice President for Academic Affairs

Patricia Tetreault
Vice President for Human Resources