

COVID Response: Frequently Asked Questions

Updated March 1, 2022

Vaccination, Testing & Campus Access

Chicago Campus:

Individuals accessing campus must be fully vaccinated or provide a negative COVID test. Those who are not fully vaccinated, or still in the process of becoming fully vaccinated, will be required to provide proof of a negative COVID-19 test that is no more than 72 hours (3 days) old.

A person is considered fully vaccinated:

- Two weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- Two weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

Where and when will students and employees provide proof of vaccination or a negative COVID test?

- Proof of vaccination or a negative COVID test result is required to access the Chicago Campus.
- Students, faculty and staff are to utilize the **Magnus Health mobile app** to upload proof of vaccination or negative COVID test results.
 - **Once documents are uploaded and approved, daily app attestation is required to be shown at the 15th floor lobby reception, along with your student/employee ID card.**
 - To set up the app, you will receive an email from service@magnushealthportal.com. If you do not see it in your Adler email inbox, please check your junk folder.
 - If you have not received a message from Magnus Health or are experiencing any difficulty navigating their system, please contact us at covidresponse@adler.edu.
- Elevator access to the 16th floor is restricted to help ensure everyone has been cleared to access campus via the 15th floor lobby. To utilize the elevator to access the 16th floor, campus security will assist once you are cleared to access campus.

Important Notes on Acceptable COVID tests:

- Adler University will not accept home COVID tests or antigen tests for access to campus. Students and employees must submit a negative PCR test processed by a lab.
- The University has partnered with Safeguard Surveillance to provide onsite testing service. Onsite testing will be available Monday through Thursday from 8am – 4pm. Check with 15th floor reception for location of testing.

However, onsite testing is NOT intended to provide same-day access to campus. Individuals who are not vaccinated must provide a negative COVID test from an external source prior to initial campus access. After that, our onsite testing services serve as a convenient testing location for individuals who need a new test before their 72-hour window expires. Students and employees who are not fully vaccinated need to be aware of when their next test is required and plan accordingly.

Can I show my vaccine card or test result at the counter?

Hard copies or photo images will not be accepted. All students and employees must use the Magnus Health app to upload documentation for approval and for daily attestation in order to access campus. Only guests and vendors are permitted to present vaccine or test proof in hardcopy or electronic form.

How long will it take to access campus during this check-in process? Should I allow extra time?

Please allow extra time to arrive at work or for class when initially utilizing the Magnus Health app, and please be patient and respectful of our Facilities and security staff as they work hard to keep everyone on campus safe.

Are there medical or religious vaccine exemptions?

If a student or employee is unvaccinated for any reason, they will need to have a negative COVID-19 test that is no more than 72 hours old in order to access campus. No vaccine exemption is necessary to utilize the testing option.

Will an employee who does not provide proof of vaccination or a negative test result be allowed to work/teach remotely?

An employee who is unable to show proof of vaccination and/or a negative COVID test AND does not have a Remote Work Agreement on record will be suspended without pay until further notice or until resolved.

Will a student who does not provide proof of vaccination or a negative test result be allowed to attend class online?

A student who is unable to show proof of vaccination or provide a negative COVID test will not have the option to attend an in-person class online nor should they assume they can switch to a virtual section of that course if it is offered. If they refuse to comply with campus regulations, they will need to drop the on-campus section and contact their program advisor to discuss their schedule to adjust their course planning for future terms.

Does the vaccine policy apply to guests and visitors to the Chicago campus, including prospective students?

Yes, the policy applies to all campus visitors as well.

Will guests/visitors also use the Magnus Health app?

No – however, guests/visitors will need to bring proof of vaccination or a negative test to access campus.

Vancouver Campus:

In Canada, there are no vaccines that are mandatory. However, ImmunizeBC and Adler University highly recommend getting the vaccine.

Vaccines: General Questions

What percentage of employees are vaccinated? What percentage of students are vaccinated?

Chicago campus vaccination rate and number of reported cases is available on the [COVID-19 Dashboard](#). This dashboard is updated on a monthly basis.

Vancouver campus does not track the vaccination status of our students, staff and faculty, consistent with the recommendation of the Provincial Health Officer; however, Vancouver area vaccination rates are available on our [COVID-19 Dashboard](#).

Can we consider vaccination status in hiring decisions?

The Equal Employment Opportunity Commission has issued guidance indicating that it is generally permissible for employers to ask employees and applicants about COVID-19 vaccination status. At Adler, questions on vaccination status may only be posed to applicants by People and Culture during the initial screening interview. **Hiring managers and members of interview panels and selection committees should not include questions regarding an applicant's vaccine status.** While vaccination status information can be obtained and confidentially handled, vaccination status should not serve as the *only* determining factor in whether a final candidate is offered a position. As is the current practice, several factors contribute to the decision to offer (hire) a finalist and this practice will continue.

How can international students register for a vaccine?

Vancouver Campus:

- International students at the Vancouver Campus who are already living in BC can register for the COVID-19 vaccine via the BC government website.
- Students without a BC Provincial Health Number should call 1-833-838-2323 to register.

Chicago Campus:

- International students on the Chicago Campus should refer to the vaccine information provided below for Illinois residents.

How can I get vaccinated?

Chicago Campus:

In Illinois, vaccines are widely available in healthcare, pharmacy, and mass vaccination settings across the state for all residents aged 5 and up. Visit vaccines.gov for vaccination sites and to sign up for an appointment.

Vancouver Campus:

COVID-19 vaccines are available to all adults living, working, or studying in BC during the pandemic. You do not need a Personal Health Number, BC Services Card or to be enrolled in B.C.'s Medical Services Plan to get the vaccine. All adult students are eligible to receive the vaccine, including international students. International students who arrive in BC with either partial or no access to vaccine from their home country can and encouraged to get the COVID-19 vaccine. The vaccine is available to everyone regardless of citizenship or your immigration status in Canada.

Appointments for vaccines are being issued through the [Get Vaccinated Provincial Registration System](#). After vaccine registration you will be invited to ID an appointment at the vaccine clinic in your local health authority.

[Vancouver residents should refer to https://immunizebc.ca/ for the most accurate and current vaccination information.](https://immunizebc.ca/)

COVID Exposure or Positive Test

What should I do if I've been exposed to someone who has tested positive for COVID-19?

If you are not vaccinated:

- **Quarantine** for a minimum of 5 days if you have been within 6 feet for a cumulative total of 15 minutes or more over a 24-hour period with someone who has COVID-19
- **Get tested** 3-5 days after the exposure; you are able to return to campus if you have a negative test result
- Wear a well-fitting **mask at all times** on campus for 10 full days following last exposure
- **Watch for [symptoms](#)** for 10 days and isolate immediately if symptoms develop

If you are vaccinated OR had confirmed* COVID-19 within the past 90 days:

**You tested positive for COVID-19 using a viral test (PCR, not a home or antigen test)*

- **Quarantine** not required unless symptoms develop
- **Watch for [symptoms](#)** for 10 days and isolate immediately if symptoms develop
- Wear a well-fitting **mask at all times** on campus for 10 full days following last exposure

If I need to quarantine after an exposure, what should I do about work and classes?

- Students should contact their instructors to arrange to continue their work while off campus.
- Employees should contact their supervisors to arrange to work remotely until they can return to campus.

What should I do if I receive a positive COVID-19 test?

- Any student or employee who receives a positive COVID-19 test should email covidresponse@adler.edu so that those you have been in close contact with at Adler may be notified.
- If you are vaccinated or unvaccinated and test positive for COVID-19, isolation is required. You may return to campus when:
 - After 5 full days, if you are fever-free for 24 hours (without the use of fever-reducing medication) and your symptoms are improving
 - After a minimum of 10 full days, if you were severely ill with COVID-19 or are immunocompromised, and symptoms are improving

If I need to stay home because of a positive COVID-19 test result, what should I do about work and classes?

- Students should contact their instructors to arrange to continue their work while off campus.
- Employees should contact their supervisors to arrange to work remotely until they can return to campus

Contact Tracing, COVID Response & Health Monitoring

What protocols are in place for contact tracing?

Any student or employee who receives a positive COVID-19 test result from any source must email covidresponse@adler.edu. The COVID Response Team will work with that individual to identify and notify possible close contacts.

If someone is exposed to a person who tests positive for COVID on campus, will they need to use their own sick time to quarantine?

If an employee is quarantining but not sick, they should work with their supervisor to work remotely. If they are sick and unable to work, any available paid sick leave should be utilized – just like any other sick day.

If an employee is exposed to COVID on campus and then becomes ill with COVID, do they use their sick time to recover?

Yes, if an employee is sick and has paid sick time, they will use sick time.

What are Adler's plans in the event of a COVID case on campus and potential contamination?

The response varies by campus. See below for details.

Chicago Campus:

In Accordance with the CDC, in the event someone on campus, a student, faculty, or staff member tests positive for COVID-19 and potentially exposed others on campus, the University will perform the following cleaning protocols.

When an exposure is confirmed:

- Area(s) the infected individual frequented, attended class or worked will be sanitized as soon as notification is received.
- Contact Tracing measures will also be conducted to advise anyone who was on campus, or in the area near the affected area since the known exposure.

While cleaning and disinfecting the cleaning crew will perform the following:

- Use products from EPA List Nexternal icon according to the instructions on the product label.
- Be wearing a mask and gloves while cleaning and disinfecting.
- Focusing on the immediate areas occupied by the person who is sick or diagnosed with COVID-19 unless they have already been cleaned and disinfected.
- Vacuum the space if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter and bags, if available.
- Ensure safe and correct use and storage of cleaning and disinfectant products, including storing such products securely and using PPE needed for the cleaning and disinfection products.

Vancouver Campus:

- The Executive Dean will contact the local public health authorities to establish plans to reduce the risk of further transmission at the institution.

- The University will share the information with the BC Ministry of Advanced Education, Skills and Training and assign a staff to provide regular updates on the case or the outbreak status at Adler University.
- Adler University will implement outbreak control measures, by posting outbreak signs at entrances and affected area; informing outside agencies that use campus facilities of the outbreak; Initiate enhanced environmental cleaning and disinfection; Reinforce the importance of hand hygiene with staff, students, and faculty; and consider the need for closure of the campus if appropriate.
- The Executive Dean will support VCH in contact tracing and follow the Contact Identification and Management Guidelines provided by the BCCDC.
- Those identified as being in close contact with the affected individual will be informed about the situation and required to leave the campus and self-isolate for a minimum of 14 days to monitor for symptoms.
- All close contact of the affected individual will be provided with an active daily monitoring form and the University will conduct regular check-ins until the case is resolved.
- An ongoing notification process system will be implemented to inform the VCH of the health status of the close contacts.
- In response to let the Adler Community aware of contamination, the Facilities department will use the University's Everbridge Alert system to inform the community about the contamination.

Mask Policy & PPE Availability

Chicago Campus:

What are the rules for masks on the Chicago campus?

As of March 1, 2022, masks are optional on the Chicago campus, based on personal preference and informed by your own level of risk, with the following exceptions:

- Masks must be worn at all times on campus following return to campus for those who have quarantined due to exposure to or contraction of COVID-19 (see COVID Exposure or Positive Test section of this document), for 10 full days from date of last exposure or date of positive test sample collection.
- Masks must be worn at all times on campus for 5 full days following return from travel to an area [specified by the CDC](#) as High risk level
- Gaiters or masks with valves are not allowed on campus

What if someone is still not comfortable being unmasked even though the CDC says that masks are no longer needed in our area?

Even during periods when masks are not required on campus, students and employees may still choose to wear them.

What if someone forgets to bring a mask to campus and wishes to wear one or is required due to return from quarantine/travel?

Extra masks are available in the 17 N. Dearborn lobby and at the 15th floor front desk.

What if I prefer others in my class wear a mask, can I request that they do?

Masking when the policy is optional is a personal decision. We ask that all members of the Adler community respect the masking preferences of others and demonstrate compassion towards others' decisions around masking.

As faculty can I require my students to wear a mask in class?

Requiring mitigation restrictions that exceed those of the university's campus-level policy is not permitted.

What PPE supplies are available on each campus?

Masks: Adler University masks (Chicago campus) and disposable masks (Vancouver campus) are available or individuals may choose to wear one of their own masks.

Hand sanitizer: Touchless hand sanitizer dispensers are located at campus entrances, reception areas, and public-facing service counters for use when entering campus and throughout the day.

Wipes: Disinfectant wipes are provided for the cleaning of personal and common/shared spaces after each use.

Vancouver Campus:

Are masks required on the Vancouver Campus?

At this time, non-medical masks are required in indoor common spaces.

What if someone is still not comfortable being unmasked even after the BCCDC says that masks are no longer needed?

Even if masks are no longer required on campus, students and employees may still choose to wear them.

What PPE supplies are available on each campus?

Masks: Adler University masks (Chicago campus) and disposable masks (Vancouver campus) are available or individuals may choose to wear one of their own masks.

Hand sanitizer: Touchless hand sanitizer dispensers are located at campus entrances, reception areas, and public-facing service counters for use when entering campus and throughout the day.

Wipes: Disinfectant wipes are provided for the cleaning of personal and common/shared spaces after each use.

Accommodations

Who may request an accommodation?

Any student may request an accommodation based on **documented medical conditions** that may:

- Preclude their return to an in-person academic environment due to COVID-19 (e.g., a student who is immunocompromised and unable to be vaccinated for medical reasons)
- Impact their in-person academic environment that requires reasonable accommodations to be modified (e.g., a student with hearing loss who will require an accommodation to hear the faculty member speaking through a mask)
- Ongoing symptoms (beyond three weeks of infection) and secondary medical issues as a result of contracting COVID-19 that are impacting their academic experience either online or in-person.

The University will consider all accommodations on a case-by-case basis consistent with its policies and legal obligations. Students who received reasonable accommodations before the COVID-19 pandemic also may be eligible for additional or altered accommodations.

I live with someone who is immunocompromised, but I am not high risk. May I receive an accommodation?

Accommodations are only available to students with medical conditions themselves, not for members of their household.

What types of accommodations may be reasonable?

Each accommodation request will be evaluated and determined on a case-by-case, interactive process. For student accommodations, Disability Services will consider academic adjustments, auxiliary aids and services needed to enable full participation in university programs and services.

What is required to request an accommodation?

Chicago Campus:

Students with documented medical conditions may contact Disability Services (DisabilityOffice@adler.edu) to begin the accommodation process, which includes an intake appointment, completing an Accommodation Request Form and providing medical documentation. The entire process is outlined on the [Disability Services page on Adler Connect](#). Each accommodation request will be evaluated and determined on a case-by-case, interactive process.

It does take some time to process accommodations (typically between 3 days to 2 weeks). While accommodations requests are considered on an ongoing basis, we encourage you to initiate the process as soon as possible. Accommodations are not retroactive.

Vancouver Campus:

Students with documented medical conditions may contact Susanne Milner, Manager, Student Services at smilner@adler.edu, which includes completing an Accommodation Request Form and providing medical documentation to support the request. The entire process is outlined on Adler Connect via this [link](#). Each accommodation request will be evaluated and determined on a case-by-case, interactive process.

What is Adler doing to support d/Deaf and hard of hearing students attending in-person?

For times when face coverings are required or preferred, Disability Services will provide transparent face masks to faculty members teaching in-person courses for students who are d/Deaf and hard of hearing who

have indicated they need full view of the instructor's face during classroom instruction. Transparent face coverings permit lipreading and view of facial expressions. They may also be provided for group interaction.

Adler has assistive listening devices (ALD's) available for students who are hard of hearing at the Chicago Campus who especially may be struggling with hearing faculty members due to mask wearing.

What if I can't wear a mask due to a medical condition or disability?

Under some circumstances, students may need to use facial covering alternatives due to disability-related and medical reasons. In these instances, the student's disability symptoms are significantly exacerbated by use of a facial covering and medical necessity is verified.

All reasonable accommodation options are explored as part of the interactive accommodation process including remote instruction where possible. Some students may be unable to engage in remote instruction due to specific circumstances such as essential academic program requirements that require face to face student engagement. In these instances, students may request a Facial Covering Alternative accommodation.

Student eligibility will be noted on the Letter of Accommodations that students share with their faculty members.

If we have ADA accommodations, should we expect all sections to be allowing virtual options?

No, as more course sections return to on-campus modality, virtual section offerings will continue to reduce. Contact Disability Services (Chicago Campus) or Student Services (Vancouver Campus) related to medical conditions impacting your ability to attend in-person instruction.

What happens when the CDC/BCCDC determines certain populations are no longer at risk?

Generally, when the CDC determines that certain populations are no longer at increased risk for serious illness related to COVID-19, then COVID-19-related accommodations are no longer necessary.

Students who have requested and received approval for certain accommodations at any time may contact Disability Services to discuss any modifications to their accommodations.

When is deadline for applying to disability services?

There is no deadline for applying for accommodations; however, you're encouraged to contact Disability Services (Chicago Campus) or Student Services (Vancouver Campus) as soon as possible.

Building Access and Utilization

General:

Are there rules that need to be followed while on Adler campuses?

Yes, please see [Health and Safety Protocols](#) posted on [adler.edu](#). There is a list of guidelines that need to be followed during this time until restrictions are eased in Chicago and Vancouver.

Will I need an ID card to enter Adler buildings?

Yes, all students entering the Vancouver or Chicago Campus will be required to present their student ID card to the security guard in the main lobby entrance.

Are the buildings still limiting elevator access to 4 people at a time?

The building at both the Chicago and Vancouver Campuses no longer has limited elevators to 4 people at a time.

If I have a meeting with a student or with another employee, do we meet in the office or reserve a room?

You may choose to meet over Zoom, Teams, in your office, or reserve a meeting room, based on your level of comfort and the space available. Employees are encouraged to reserve conference rooms via Outlook for their in-person meeting needs.

Please note: Chicago Campus Employees may not reserve classrooms to use as meeting rooms. These spaces are being kept available for students taking remote and in-person classes on the same day so that they have a quiet place on campus to attend online classes.

Are campus common areas open?

Yes, all common areas in both Chicago and Vancouver are open during campus hours. This includes the collaboration zones, quiet study area, and Learning Commons in Vancouver and Alfred's Café, the west lobby area on the 16th floor, the seating areas outside Community Hall, and the Mosak Library in Chicago.

The Mosak Library in Chicago and the Learning Commons in Vancouver are both open for studying on your own or in quiet groups, using or borrowing library materials or computers, or meeting with librarians. The Library and Learning Commons are not suitable for participating in online classes. Mosak Library and Learning Commons hours can be found at the bottom of [this page](#).

I ordered food from Uber Eats, can it be delivered?

Yes, food orders can be delivered to Adler. Students will have to meet the delivery carriers in the main lobby to retrieve their food.

What are the provisions that have been made for the use of the restrooms?

Housekeeping cleans each washroom three times throughout the day.

I'm on campus and my friend texted me mentioning they tested positive for COVID-19 within the last 10 days. What are my next steps as I am already on campus?

In the event you are alerted to a COVID-19 exposure, students, faculty & staff are to notify covidresponse@adler.edu and do the following:

- If unvaccinated: leave the premises immediately to begin required quarantine (see COVID Exposure or Positive Test section)
- If vaccinated: leave the premises if symptomatic

Are departments able to host visitors on campus?

Yes. All visitors must follow the same masking and vaccination guidelines as Adler employees and students on the campus that they are visiting.

Are departments able to host events on campus for those outside the University?

At this point, there are no plans to host outside events on either campus.

Chicago Campus:

How should everyone enter/ exit the building?

The entrance at 17 N. Dearborn is open for use of the elevator lobby to the 15th floor. Elevator access to the 16th floor is restricted to help ensure everyone has been cleared to access campus via the 15th floor lobby reception. To utilize the elevator to access the 16th floor, campus security will assist once you are cleared to access campus.

Does the building have a different mask policy than Adler?

No, the building is currently not requiring individuals to be masked.

Do employees have access to the shared kitchen spaces on campus? What is cleaning protocol for these areas?

Employees have access to shared kitchen spaces. Sanitization products are available for the staff and faculty. Kitchen utensils are individually packaged. Facilities has increased cleaning services in shared spaces.

What is process for cleaning classrooms between uses?

Facilities disinfects classrooms between class as recommended by the CDC. Disinfecting supplies are provided in all classrooms.

If I have an online class and an in-person class on the same day, where can I go on campus to participate in my online class?

Students are welcome to use common areas and numerous seating options around campus to attend a virtual class. We request you wear earbuds or headphones. There are multiple common areas throughout the 15th and 16th floors of the Chicago Campus, including Alfred's Café on the 16th floor, the west lobby area on the 16th floor at the top of the west stairs/outside the Wellness Studio, and the counter and seating area outside of Community Hall on the 15th floor. The Mosak Library will not be available for participation in online classes and will remain a quiet study area.

Due to limited number of classrooms, we cannot reserve classrooms for individuals to attend virtual classes. Students may use empty classrooms to attend virtual classes on a walk-in, non-reservable basis. Students using a classroom to attend a virtual class will need to vacate the classroom for on campus classes.

Are there parking discounts available in nearby garages? Is student parking available?

Adler provides a student and employee discount for the parking garage at 20 East Randolph. The fee to park for a full day is \$15, reduced from \$18 before the pandemic. Adler has also negotiated a new monthly rate with this garage of \$200 per month.

Daily rate discount sticker is required for discount each time you park:

- Available at 15th floor reception desk
- If you do not get discount sticker, you will pay full price!

Monthly: \$200 per month

- Savings occur if you park at InterPark on Randolph and Wabash more than 13x per month
- Getting this benefit: Contact Scot Malysa at InterPark, 312-935-2894 | Scot.malysa@interpark.com

Employees who work on the Chicago Campus can use their transportation FSA for parking expenses.

Vancouver Campus:

How will everyone enter/ exit the building?

Students enter through the main lobby at 520 Seymour Street. Once classes are over, students will exit the building via elevators and through the 510 Seymour Street entrance. Students are not able to use the elevators to go between each floor, except for those students with an approved accommodation for elevator access. Students requiring elevator access will need to apply for an accommodation via Susanne Milner, Manager Student Services, Vancouver Campus, smilner@adler.edu.

Does the building have a different mask policy than Adler?

The building is currently not requiring the use of masks but is recommending them. On campus, masks are required in all common spaces and classrooms at this time.

Do employees have access to the shared kitchen spaces on campus? What is cleaning protocol for these areas?

The shared kitchen spaces on campus are accessible to employees and students. Cleaning protocols provided by building management will consist of daily cleaning in both morning, and evenings.

What is process for cleaning classrooms between uses?

Facilities disinfects classrooms between class as recommended by the BCCDC and following the Communicable Disease Plan protocols. Disinfecting supplies are provided in all classrooms.

Are we able to use the small video rooms?

Video rooms are accessible to students, with the exception of rooms 415, 417 and 418. To book a room, email vaninfo@adler.edu or see Annette at the Reception desk on the 2nd floor. Please note: cameras are available in each filming room, but students are responsible for bringing their own SD card for the camera.

ID cards for Employees: Chicago Campus

What should I do if I've lost my employee ID, or never received one?

If you need a new or replacement employee ID request one using this link:

<https://support.adler.edu/support/catalog/items/18>. IT will schedule a time to get the ID delivered before the end of the day it is requested.

To access campus before receiving your ID card, please enter campus through the Adler University lobby at 17 N. Dearborn between 8:00 a.m. and 4:00 p.m., Monday-Thursday and Adler security will provide access to the elevators, which can only be operated by swiping an Adler ID.

Dress Code

Will there be an updated dress code?

Adler's existing dress code remains in place. People and Culture will review this policy when time permits.

Public Transportation

In the event city services such as public transportation shuts down, what is Adler's response for students who will not be able to make it onto campus?

In the event essential services- such as public schools and public transportation- are suspended or are mutually compromised, the university will evaluate the impact on our learning community and may move operations and education to an online environment. The campuses will reopen based upon guidance from the provincial and federal authorities, the amount of time necessary to clean the facilities, and the risk of continued exposure.

TransLink in Vancouver

What additional cleaning measures has TransLink implemented for bus, SkyTrain and Seabus units?

- TransLink has deployed cleaning crews to disinfect SkyTrain cars at high traffic stations. Cleaning crews will be stationed at major hubs to disinfect high-touch surfaces on trains during peak hours. Crews will also be on board to clean between stations.
- Daily cleaning and disinfecting schedules: Across SkyTrain, West Coast Express and HandyDART vehicles, TransLink will be conducting daily cleaning, including a disinfectant spray down of poles, seats, ceilings, handles, windows, sills, and all other high touch surfaces.
- As part of a pilot project, high-contact pole surfaces within transit vehicles are being coated with copper as an anti-bacterial agent.
- Passengers are now permitted to open windows for additional fresh air. TransLink is also testing a new technology called photocatalytic oxidation (PCO) to sanitize the air and surfaces onboard certain transit vehicles.

What protections measures against racism and violence have been implemented by Translink?

- Transit Police have created the SeeSay app for iPhone and Android so that TransLink passengers may report and track crime and receive the latest Transit Police information.
- Passengers can also text 87-77-77 or call 604-515-8300 to report an incident.

Remote Work

What are the expectations around the number of days per week staff and faculty expected to work on campus?

Each supervisor was asked to complete a Departmental Return to Campus plan; these plans vary by department and by individual employee and remain in effect until a university-wide plan is approved by senior leadership and implemented by People & Culture.

Every department is required to have an on-campus presence every day and to continue to provide the same high level of services to students and colleagues. If you have concerns about your individual situation, contact your supervisor.

Are student workers expected to work from campus or remote?

Whether a student employment position is on campus or remote is indicated in the job posting for the position.

Course Offerings and Classrooms

Chicago Campus:

Will additional classes be added to on campus offerings?

Course offerings are determined by each academic program. Please consult with your Department Chair or Program Director regarding additional course offerings.

What is the average number of students in a classroom?

For the Fall 2019 term, the average number of students in on campus courses were: seminars = 8; lecture = 13. Course capacity is determined by the academic program. Classroom capacities range from eight to 40. Classroom capacities will not exceed the capacity of the classroom.

How will I know if classes are strictly online?

Course sections that are exclusively online have a location indicator of “Chicago Online Instruction” in Student Planner. Please connect with your Department Chair or Program Director if you have questions regarding the course schedule.

Vancouver Campus:

Where can we find out which room our classes are located?

A daily schedule of courses and classroom location is posted on the LCD screens on each floor of the campus.

Why can hybrid instruction and online instruction not be offered at the Vancouver campus?

The Ministry of Advanced Education has not authorized any of the Vancouver programs to be delivered in an online format and consent has been based on in class instruction. During the pandemic and through the summer 2021 term this restriction was lifted for all post-secondary institutions; however, this restriction has ended.

Campus Cleaning

What protocols are in place for regular cleaning each campus?

Cleaning is detailed in the current [Health and Safety Protocols](#)

- **Chicago Campus:** page 4
- **Vancouver Campus:** page 3

Ventilation

What is the schedule of the HVAC system?

Vancouver Campus: Current HVAC fresh air supply schedule is from 8am to 6pm (normal setting) on Mondays through Sunday. The schedule of each floor's air supply fan running time variable (1-8 hours) to maintain each floor CO2 level within 900ppm.

Chicago Campus: We have made significant operating changes to have as much fresh air flowing through the building as we possibly can. Every weekday, when we have scheduled to run the HVAC for a particular floor, we run the HVAC system that serves that floor with 100% outside air intake for 2 hours before regular hours and for 2 hours at the end of the operating hours.

During the operating hours, we bring in a minimum of 20% fresh air as weather allows but target 35% fresh air of static pressure and our ability to temper the air for creature comfort will allow. Our HVAC filters at the air handler units are MERV13 which is the CDC recommended filtration standard. We are running the restroom and elevator shaft exhaust 24/7 indefinitely.

Do any windows open on campus? Will the windows be open on campus to help with more air supply to enter the building?

No, windows do not open on either the Chicago or Vancouver Campus.

Technology

What is available for remote meetings?

Employees and students have access to Zoom, as well as Microsoft Teams.

If I work a combination of remotely and on-campus, will I need to bring my laptop back and forth or will an additional computer be provided?

Your Adler-issued laptop is intended to be used for both on campus and remote work. IT is able to provide laptop docking stations in offices for use with keyboards, monitors, and mice. Submit a Service Desk ticket to request these items.

Is it possible to have handouts/links for any new tech "how-tos" so that we can share with students if they must use it as well?

The IT Service Desk includes a comprehensive Knowledgebase for use in navigating Adler technology. Access the Technology Service Desk, to find answers or submit a ticket for assistance, via the [Adler Connect](#) Quick Links. Additionally, IT is working with Student Affairs to incorporate elements within orientation for both students and faculty.

Communication

How will the COVID Response Team keep the University up to date with changes?

This FAQ document will be continuously updated as public health guidance changes and as the COVID Response Team gathers more answers to the community's questions.

Emails will be sent highlighting new information in the FAQ and containing the link to that document.

How can I ask the COVID Response Team a question in privacy and with confidentiality, especially if I'm not comfortable asking a question at a Town Hall where my supervisor is also present?

All emails sent to covidresponse@adler.edu are confidential. The task force chairs monitor this email account daily and do not share email messages with an employee's supervisor.

As guidance changes, will there be additional opportunities for the community to share new or revised questions?

At any time, you can send questions to the COVID Response Team by emailing covidresponse@adler.edu.

Will there more COVID-related Town Halls coming?

At this time, no specific dates for additional town halls are scheduled for the Chicago and Vancouver Campuses. For any questions on Adler's COVID protocols, please check the latest FAQ, email covidresponse@adler.edu, or consult your supervisor.

Mental Health Support

What is Adler providing for students who may be struggling with the mental health impacts of the pandemic?

Chicago Campus:

- The Adler Student Assistance Program is called GuidanceResources, and it provides support, resources, and information for personal and work-life issues. Adler Student Assistance Program or GuidanceResources is university-sponsored, confidential, and provided at no charge to you and your dependents. GuidanceResources can help you and your family deal with everyday challenges, personal issues, planning for life events or simply managing daily life and how it can affect your work, health, and family.
 - Effective November 1, 2020, you have 12 sessions with a counselor or therapist per issue available to you through the Adler Student Assistance Program. As a reminder, these sessions are free with no copay or cost.
 - Start by registering at: [ComPsych Corporation - GuidanceResources Online - Login](#). Our Web ID: Adler
 - Or call any time 844.230.9697. If you call, you will speak to someone that will work with you to find the support you need.

Vancouver Campus:

EmpowerMe: All current students, **including those who have opted out of the StudentCare extended health plan**, can access 24/7 solution-focused counselling through a service called **Empower Me**.

- **What is EmpowerMe?** It's a Student Assistance Program where you can receive direct support from registered clinical counsellors, consultants, and life coaches.

- **How can I connect with their services?** You will do an intake session by phone at **1-833-628-5589**, 24/7 and will then be referred to the support you need. This number can be used in Canada and the United States. You can meet in person or using telehealth methods of phone and online counselling.
- **I'm outside of Canada. How can I access these services?** There are toll-free numbers for students in 22 countries outside of Canada and the United States. Please see page 4 of the [FAQ document](#) for more details.
- **What's their website?**
https://www.studentcare.ca/rte/en/IHaveAPlan_Adler_EmpowerMe_EmpowerMe

Here2Talk – for all post-secondary students in BC, including Adler University

- **What is Here2Talk?** In mid-April, the BC. Provincial Government launched a mental health support site for students, which includes confidential telephone and online counselling.
- **Is there a cost to this?** This service is free for all students registered at a public or private post-secondary institution like Adler.
- **How do I access these services?** Login Site: www.here2talk.ca and create a profile under your Adler University Email. To speak with a counsellor, call **1.877.857.3397** or **Direct 604.642.5212**
- **Is there an app?** Yes, you can also download the Here2Talk app through the app store on your smartphone.

International Students

For international students that are still in their home countries and are not able to move, is there an online course option?

Chicago Campus:

The guidance from the US government is that if you were a student on an F1 visa as of March 2020 then you can continue to take fully online courses in the 21-22 academic year. If you obtained an F1 visa after March 2020 and you wish to study in the United States, then your academic program must be at least a hybrid of in person/online. For more information contact Ben Lyon, Director of Compliance at 312.662.4103 or blyon@adler.edu.

Vancouver Campus:

For domestic and international students on the Vancouver Campus, you must live within commuting distance of the Vancouver campus. Our classes are primarily offered on campus and in person. Limited online sections are available per provincial government guidelines.

For the latest travel restrictions and entry requirements for continuing and incoming international students, please visit the [Government of Canada](#) website. Students can also check your [eligibility](#) to enter Canada. As of January 15, international students must be [fully vaccinated](#) with an approved Health Canada vaccine to enter the country. Continuing students who cannot enter Canada due to travel restrictions will need to

consult with Student Services at vanstudentservices@adler.edu for support. Incoming students will need to consult with Admissions at vanadmissions@adler.edu.

Social Justice Practicum: Chicago Campus

Is the Social Justice Practicum in person or virtual?

Currently, fifteen sections are being offered in-person and 5 are being offered virtually. Future offerings are being evaluated.