

Shared Governance and HR Issues: Response to Federal Executive Order on Combating Race and Sex Stereotyping:

The Office of the General Counsel is looking into the impact of the order for faculty, researchers, etc., and will be providing guidance in the near future.

Internships: Guidance for Placement in On-Site Work:

Faculty and staff supporting student internship placements that will include any on-site component must collect documentation of COVID-19 risk mitigation protocols from the employer before finalizing placements. Because appropriate protocols vary by sector, if there is any question about whether the protocols comply with NYS standards, advisors may consult Kurt Klein at OEHSRM (kurt.klein@cuny.edu) where necessary. If an employer cannot furnish such documentation or the protocols do not appear to comply with NYS standards, the student's internship plan must be revised to avoid on-site work.

They also provided updates on several topics:

Instructional Modalities for Fall 20/Spring 20, including the BOT resolution, and guidance to campuses on authorization to have an online Spring 2021 Semester: <https://www.cuny.edu/coronavirus/academic-continuity/guidance-on-academic-continuity-to-campuses/#Largely-Virtual-Spring-2021>

Clarifications on the use of cameras and recording online class sessions:

<https://www.cuny.edu/coronavirus/academic-continuity/guidance-on-academic-continuity-to-campuses/#1601927663847-10fd599a-8692>

System-wide Zoom licenses: <https://www.cuny.edu/coronavirus/academic-continuity/guidance-on-academic-continuity-to-campuses/#1601927627846-b58f60d0-c5fe>

And Travel Policies that amplify on some of the policies we shared last month (copied here for your reference): <https://www.cuny.edu/coronavirus/academic-continuity/guidance-on-academic-continuity-to-campuses/#1601927674314-b4a139b7-619d>

Travel: Domestic and International Travel:

The following is intended to supplement existing [University Domestic Travel Guidelines and International Travel Guidelines](#) adopted by the University Board of Trustees in 2018, as the University continues to exercise an abundance of caution amidst the COVID-19 pandemic. The following guidance is in no way intended to excuse the obligation of any faculty, staff member or student from being familiar such policies when considering travel. Each member should review the approval requirements referred to in these guidelines carefully, together with the International Travel Guidelines set forth on the University's website, before considering participation. This guidance will be reassessed as warranted by COVID-19 developments in the United States and abroad.

Student and employee domestic and international travel should be postponed until further notice. Although waivers should remain exceptional, information about the petition process is available [here](#). Waivers are required for any travel associated with employment or study, or if any funding from CUNY or disbursed through CUNY (including colleges and related entities) is involved. Personal travel is not subject to the petition requirement, but all personal travel disqualifies the traveler for paid sick leave pursuant to Chapter 25 of the NYS Laws of 2020, per Executive Order 202.45.

Any travel outside of New York State under CUNY/campus auspices is subject to this policy. Furthermore, all internships and clinical placements, regardless of location, must follow the appropriate sections of CUNY's Academic Continuity Guidance. (See [Guidance for Education Programs](#), [Guidance for Credit Consideration for HHS Student Experiences during the COVID-19 Crisis](#), and the [section on Internships](#)).

Quarantine on Return from Domestic and International Travel

Pursuant to the [Governor's Executive Orders 205.1](#) and [205.2](#), New York State requires a 14-day quarantine for all individuals arriving from abroad from countries designated as level 2 or level 3 by the CDC's COVID-19 risk assessment system, and for individuals arriving from any state except Connecticut, Massachusetts, New Jersey, Pennsylvania, and Vermont. If individuals arriving from non-contiguous U.S. states obtain a diagnostic COVID-19 test three days before and three days after arriving in New York State, they may end their quarantine after receiving negative results for their second diagnostic test. Quarantines should follow the standards of the NYS Department of Health. These requirements do not apply to any individual

passing through a non-contiguous state for a limited duration (i.e., less than 24 hours) through the course of travel.

Note: This also applies to new hires and visiting scholars coming from outside New York. However, short-term visits from restricted domestic and international locations should be postponed until further notice, unless they can comply with the above quarantine requirements.

Planning for and Returning from Domestic and International Personal Travel:

Pursuant to [Chapter 25 of the NYS Laws of 2020](#), CUNY employees shall not receive paid sick leave benefits or any other paid benefits provided by Chapter 25 if the employee is subject to a mandatory or precautionary order of quarantine after travel for personal business (i.e., not taken as part of the employee's employment or at the direction of the employee's employer) to a domestic or international location restricted according to the [travel advisory](#).

Study Abroad

A phased restart of study abroad programming will be announced as soon as conditions permit. In the meantime, international travel in non-CUNY study abroad programs is discouraged. Please know that pursuing these types of programs is a private undertaking and is not eligible for CUNY's international travel insurance.

Other Student Travel

The following types of student travel under the auspices of CUNY or any CUNY college or student organization require approval, as described in the waivers and exceptions section: 1) to conduct research conducive to a dissertation or meeting other degree requirements; or 2) present research, scholarly or creative works at international conferences.

Faculty and Staff Travel

Faculty and staff, with an approved waiver and subject to financial availability, will be allowed to engage in necessary travel. In traveling, faculty and staff must attest they understand any and all limitations that may be associated with their travel insurance (when applicable) and that CUNY assumes no responsibility for liabilities resulting from high-risk travel. For guidance on

reimbursement from externally funded travel, faculty and staff must obtain a waiver petition approval before travel begins. Additional guidelines for Principal Investigators from federal funders are available through the [CUNY Research Foundation](#) portal.

Waivers and Exceptions

Requests for exceptions to this policy will be submitted by campus Presidents or Provosts to the Executive Vice Chancellor and University Provost for due consideration and consultation with relevant CUNY central offices, including the Office of Global Education and Initiatives (or the Office of International Students and Scholars in the case of incoming visitors), the Office of Environment, Health, Risk, and Safety, and the Office of General Counsel, prior to rendering a recommendation to the Chancellor. Note that no petition will be considered without prior approval by the President or Provost. Among other relevant parameters, this review will consider: 1) national and local travel restrictions; 2) guidance established by local health authorities and the CDC for New York; and 3) the travel destination to limit the risk of exposure and geographic spread of COVID-19. In traveling abroad, faculty, staff and students need to attest they understand any and all limitations of their travel insurance and that CUNY assumes no responsibility for liabilities resulting from high-risk travel. Details on the petition process are available [here](#).

The primary guidance for the following types of activity, which typically occurs within New York State, is found in the sections indicated below. A travel waiver petition process is not required for these types of activities unless they take place out of state.

- Education clinical placements (see [Guidance for Education Programs](#))
- Health professions clinical and field placements (see [Guidance for Credit Consideration for HHS Student Experiences during the COVID-19 Crisis](#))
- Internship placements, provided these are organized in compliance with Internships: Guidance for Placement in On-Site Work. Placements in internships involving on-site work

outside of the New York State should only be finalized after the travel waiver has been approved.

- Travel by students in the Journalism School or Law School within New York State must follow enhanced campus procedures that account for current conditions, guidance specific to current standards in the profession, and compliance with applicable NYS law. Campuses must collect waivers and maintain records of all such travel. However, domestic travel beyond New York and all international travel under academic auspices must receive prior authorization through the travel waiver petition process.

Travel under non-CUNY auspices is not subject to CUNY policy, but remains subject to NYS law, including the quarantine requirements for most travel out of state and abroad.