



HIGHER EDUCATION COVID-19 PREVENTION PROTOCOLS FOR PASADENA

Fuller Theological Seminary's COVID-19 prevention protocols for the Pasadena campus are consistent with applicable guidance or orders from the Center for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), Occupational Safety and Health Administration (OSHA), California Department of Industrial Relations (Cal/OSHA), and local health departments including the Pasadena Public Health Department (PPHD) to maximize safety for all employees and students, as outlined below.

Fuller's Higher Education COVID-19 Prevention Protocols are subject to change and may be supplemented by other COVID-19 protocols or policies, such as Fuller's [COVID-19 Prevention Program](#), vaccination or testing policies, [Protocols for Travel](#), [Protocols for In-Person Gatherings](#), etc. However, Fuller's protocols may be more restrictive than county, state, or CDC guidelines, to protect our campus community.

The following is a summary of the safety protocols that apply to the Pasadena Campus, including on-campus housing facilities:

Vaccination or Testing Policy

Fuller requires all staff, faculty, students, non-Fuller employees using Fuller space, contractors, guests, and others who visit and/or use the Pasadena campus, and student residents to be fully vaccinated (defined as two weeks after a single-dose vaccine or the second dose of a two-dose vaccine) or submit to weekly COVID-19 testing. See [Fuller's Vaccination or Testing Policy](#). However, employees, students, non-Fuller employees using Fuller space, contractors, and guests who perform any work within Fuller's healthcare facility (180 N. Oakland Avenue building, not including Travis Auditorium or the attached lounges) must instead comply with [Fuller's Health Care Workers Vaccination Policy](#).

Fuller encourages vaccinations, including boosters, as a safe and effective way to reduce the impact of COVID-19 outbreaks on our campus and reduce the risk of serious illness.

Masking

- **All individuals**, regardless of vaccination status, are required to wear an appropriate face mask over the nose and mouth while indoors. This includes all indoor shared spaces in campus housing (elevators, hallways, restrooms, laundry rooms, and study rooms). Only a few exceptions apply; see below.

- **For outdoor** classes, meetings, activities, or events, attendees, especially those who remain unvaccinated, are strongly recommended to wear masks if they are not able to physically distance, if there is crowding, and/or if activities are taking place that create higher risk for transmission (singing, shouting, chanting, playing wind instruments). In these settings, consider higher levels of protection by wearing two masks (“double masking”) or an N95 or KN95/KF94 respirator. Masks may also be required at larger outdoor events.
- **Be supportive** of students, faculty, staff, and guests who choose to wear a mask for any reason, whether as a personal choice or because they have a medical condition that places them at increased risk of severe illness.

Exceptions: Individuals are not required to wear face masks in the following circumstances:

- Persons who are alone in a room;
- Persons who are actively eating and/or drinking;
- Inside one’s own on-campus apartment, unless a member of the household is ill; or
- Persons who are specifically exempted from wearing face masks pursuant to CDPH or applicable [local health department guidance](#).
 - Employees and students who believe they are exempted from mask-wearing should contact covidconcerns@fuller.edu at least one to two business days before entering campus without a mask so that prior approval can be provided.

Physical Distancing

- Physical distancing will continue to be used as a mitigation strategy where it does not interfere with campus operations. At least six feet of distance between individuals is recommended.

Screening, Contact Tracing, & Quarantine/Isolation

- **Students, faculty, and staff members are to screen themselves daily for symptoms** before entering classes and other campus activities and are asked to not come on campus if they have symptoms of COVID-19 or if they are under isolation or quarantine orders.
 - Fuller’s COVID Symptom Check form is available on the Fuller Employee Site, Quad, or by scanning a QR code on signage at entrances to each building.
- **Anyone with [COVID-19 symptoms](#)** (regardless of vaccination status) should get tested for COVID-19, be immediately isolated away from others, and inform covidconcerns@fuller.edu. Individuals who test positive will need to isolate themselves as consistent with the [Pasadena Health Officer Isolation Order](#) or other applicable order.
- **Individuals who have had close contact** with someone with COVID-19 should get tested, quarantine at home (unless exempted per health officer orders), and not enter any campus buildings, common areas, or the Refectory for duration of the [Pasadena Health Officer Quarantine Order](#) or other applicable health order. Be sure to also notify covidconcerns@fuller.edu. Individuals who test positive during their quarantine period will need

to isolate themselves and get a viral COVID-19 test, or otherwise immediately follow the [Pasadena Health Officer Isolation Order](#).

- **Faculty and staff that are positive COVID-19 cases or close contacts** should email covidconcerns@fuller.edu so that available resources, including flexible work arrangements (if able to work) and sick leave (if unable to work) can be provided.

Testing for COVID-19

- **Diagnostic Testing** - Employees and students, regardless of vaccination status, are encouraged to access diagnostic testing available in the local community if they develop symptoms or have been a close contact to a confirmed case of COVID-19. [LA County](#) and the [City of Pasadena](#) continue to offer free testing. In addition, many local pharmacies offer testing, such as [CVS](#), [Walgreens](#), and [Rite Aid](#).

Providing Equitable Access to Services

- Fuller will continue to offer online (remote, digital) services and transactions, and where possible, will continue to make accommodations for vulnerable populations to access Seminary services.
- [Academic adjustments](#) are available to students through Access Services and the Office of Student Concerns.
- Employees may request work adjustments or accommodations by contacting Human Resources or covidconcerns@fuller.edu.

Communicating Risk Reduction Measures

- Fuller's [COVID-19 prevention policies are posted on the Quad](#) for students and [the Employee Site](#) for employees.
- Signs are posted around campus to remind faculty, staff, students and the public to wear masks and follow other COVID-19 prevention strategies, such as handwashing and physical distancing.
- The key point of contact at Fuller who serves as a liaison with local health departments is Bernadette O'Halloran, Chief of Human Resources and Organizational Development. As part of the COVID Concerns Committee (covidconcerns@fuller.edu), she is responsible for exposure management and reporting or delegating the reporting of COVID-19 cases to the local health department.

Promoting Hand Hygiene

- Handwashing stations or hand sanitizer (that contains at least 60% alcohol) are placed at various locations around campus. Frequent handwashing is encouraged. Ample supplies of hand soap, tissues, and other essentials for proper hand hygiene and respiratory etiquette are maintained throughout the campus.

Cleaning and Disinfecting

- Fuller has implemented routine cleaning plans that prioritize cleaning high-touch surfaces and areas that are used most frequently.
- Individuals responsible for the cleaning and disinfection of facilities are provided with the appropriate PPE.

Ventilating

Since the virus spreads more readily between people indoors than outdoors, improving air exchange to reduce the concentration of viral particles can help reduce risk in indoor environments.

- Fuller continues to maintain our building's HVAC system in good, working order.
- Portable high-efficiency air cleaners are available throughout the campus.
- Each building's air filters are upgraded to the highest efficiency possible. Other modifications have been made to increase the quantity of outside air and ventilation in all working areas.
- When weather and working conditions allow, it is recommended to increase fresh outdoor air by opening windows and doors.
- In conjunction with Building Services, fans may be considered to increase the effectiveness of open windows; position window fans to blow air outward, not inward.
- Occupancy will be decreased in areas where outdoor ventilation cannot be increased.

Travel Requirements

Please refer to Fuller's supplemental [Protocols for Travel](#), which may also be found on the Employee Site and Quad.

Exposure Management Plan

Fuller has an exposure management plan, managed by covidconcerns@fuller.edu, that includes contact tracing for exposures on campus, communications to applicable community members, referrals for required testing, and assistance with isolation and quarantine requirements.

Additional Practices

For everyone's ongoing safety and because contact tracing is still required by local Public Health, please continue with the following practices as applicable.

- Employees and Students:
 - Any and all visits to campus require completion of a [COVID Symptom Check](#); QR codes are available at all building entrances.
 - Email covidconcerns@fuller.edu should you have COVID-19 symptoms, are a close contact, or test positive. A member of the COVID Concerns team will provide guidance on the current Health Officer isolation and quarantine orders, and can help arrange for academic flexibility or COVID-19 sick pay. A member of the COVID Concerns team will provide guidance on the current Health Officer isolation and quarantine orders, and can help arrange for academic flexibility or COVID-19 sick pay.