

# Mercy College of Ohio Presents:

August 1, 2022



The College Health Nurse for summer semester is Karla Vitte. Please contact her at [karla.vitte@mercycollege.edu](mailto:karla.vitte@mercycollege.edu) if you have any exposure, symptoms, etc. of COVID.

**MASKING OPTIONAL** – **TOLEDO** - Lucas County has continues in **YELLOW** or Moderate. Masking will remain optional this week.

**MASKING REQUIRED** – **YOUNGSTOWN** - Mahoning County continues in **ORANGE** or High. Please wear masks while on the Youngstown campus.

**All those who are not vaccinated under the exemption policy must continue to wear masks.**

**TOLEDO ONLY:** Masks must be worn on the first floor of the Jefferson building since patients are in the area for Gandy Clinic, Lab, etc.

**The Jefferson Ave parking garage is closed.** Students, faculty and staff parking is in the Madison Ave. lots Mon - Fri. The Madison Entrance is open for faculty, staff, and students but requires your badge. The Jefferson lots may be used on weekends and during the evening.

VPAA Search Update: See page 4.

Welcome to Week 13 and Week 12 for PA students!

**Welcome to Week 13 and to Week 12 for PA students.** In-person and on-campus activities continue for summer semester. We will be monitoring the current situation very closely in case changes have to be made. **Masks are OPTIONAL and will remain optional this week.** Lucas County has moved into **YELLOW** or Moderate. **Masks are REQUIRED as of 7/25/2022 for students in Youngstown as Mahoning County which continues in ORANGE and remains high as of 7/31/2022.** Please also continue to use good hand hygiene. Students will participate in their clinical and practicum experiences as directed by their faculty members.

Our college mission is to educate and inspire students to lead and to serve in the global community by living our values of compassion, excellence, human dignity, justice, sacredness of life, and service.

**STUDENTS, FACULTY & STAFF:** Please be aware that Mercy Protective Services will ticket vehicles that are taking up more than one parking space and/or parked in physician spaces or patient spaces in the clinic parking areas.



It is my sincere hope that you and your families are all well!

**Safety and the health and well-being of everyone is first and foremost our top priority, which means that all safety plans must be followed to ensure a healthy environment.**

**Please continue to use all the safety and cleaning protocol by wiping surface areas, etc.**



**Communication** will be provided in weekly newsletters, president updates, Canvas, social media, and our website at [www.mercycollege.edu/covid19](http://www.mercycollege.edu/covid19).

**Email** is the official form of communication at the College. **An email will be distributed to the campus community regarding any return to masking.**

## **EMERGENCY ALERTS**

*Please sign up for RAVE, the Mercy College emergency alert system.*

Mercy College has partnered with Rave Wireless to provide an emergency alert system capable of delivering messages to your Mercy College and personal email addresses, as well as your land line and cell phone. Current students, faculty, and staff are automatically enrolled in Rave. To review or adjust your preferences visit <https://mercycollege.edu/student-affairs/rave-alert-system>

## **CURRENT COVID-19 NUMBERS**

With summer allergy season upon us – the College will provide the most current numbers (includes Toledo and Youngstown), noting that the numbers change frequently. As of July 31, 2022, 0 students are in COVID protocol with 0 COVID + under the direction of Karla Vitte, college health nurse.

Since March 2020, there have been 247 COVID + students with 247 approved to return to campus.



# Campus Open with Safety Precautions in Place

Written by Dr. Susan Wajert

The College is open for in-person classes!!

**Enter through the Madison** side of the building using your badge. **Face coverings remain optional for Toledo during the week of 8/1/2022 and will be required for Youngstown effective 7/25/2022 and continuing the week of 8/1/2022.**

Please use good hand hygiene and/or hand sanitizer. Hand sanitizer stations are on walls throughout campus and will be placed in classrooms and labs.

Anyone not following the guidelines will be subject to the Student Code of Conduct, and employees will be subject to Mercy Health HR guidelines.

If your temperature is 100 degrees or higher or you have COVID symptoms, please **DO NOT COME** to campus, and contact the college health nurse.

**Cleaning supplies** will be provided in all rooms – please clean work/study area before and after finishing work/student, etc.

Our wipes are from different suppliers so please read the directions for use.

**(PLEASE DISREGARD COLOR CODING (not currently being used) Rad Tech** students will follow **purple and pink** circles to their destinations: purple Jefferson and pink Madison.

**Science Lab** students will follow **yellow** circles to their destination.

**EMT/Paramedic students** follow **orange** circles to their destination.

**BLS and Polysomnographic students** follow **red** circles to their destination.

**Phlebotomy students** follow **black** circles to their destination.

**Nursing students** follow **green** circles to their destination if on Jefferson second or third floor and follow **blue** circles to their destination if on Madison second, third, or fourth floor.



## COMPUTER LAB AND STUDY CUBICLES

All computer labs/spaces and study areas will be open for student use. Please make sure to wipe your study spaces down after use so they are clean for the next person. Please limit copying to 100 pages or less so that everyone may print.

**PLEASE CLEAN YOUR WORK AREA BEFORE AND AFTER USE!! WIPES ARE PROVIDED!!**



**2nd floor Madison study rooms are open for summer semester.**

All other lounge areas/study rooms on 5th floor Madison and study cubicles on 6th floor Jefferson will be open.

The Learning Commons will be open for study with the three team-based collaborative rooms open to students for team-based work and project work.

**PLEASE CHECK MONITORS FOR IMPORTANT INFORMATION!**

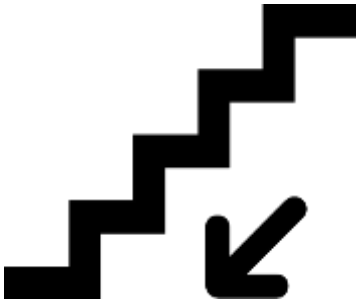


## SAFETY FIRST



Please follow signage on campus for

- Restrooms
- Stairwells
- Elevators
- Safety and Hygiene



**Limit the number of individuals in the elevator if possible.**

**WE CONTINUE TO WORK TO GET THE ELEVATORS OPERATIONAL FOR OUR FACULTY, STAFF AND STUDENTS!!**

**Thank you for your patience and we apologize for the inconvenience.**

## TOLEDO COLLEGE HOURS

Monday-Friday, 5am-1am and Saturday and Sunday, 8am-5pm – the campus will be closed at 5pm on both Saturday and Sunday.



## YOUNGSTOWN COLLEGE HOURS

Sunday-Monday, 6am-11pm

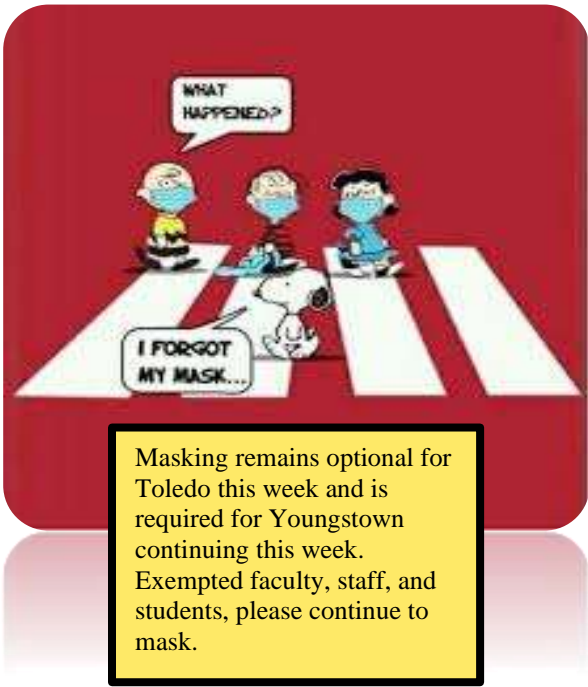
## STUDENT SERVICES



All student services will be provided in the online/remote environment, but some services will be offered in-person. It is highly suggested that appointments be made for in-person visits with student services.

All open/congregate spaces on-campus will be OPEN!





Masking remains optional for Toledo this week and is required for Youngstown continuing this week. Exempted faculty, staff, and students, please continue to mask.

WHAT IF I HAVE QUESTIONS?

Please visit the Mercy College webpage at [www.mercycollege.edu/covid19](http://www.mercycollege.edu/covid19) and review the Frequently Asked Questions (FAQ's). If you cannot find the answer to your question, please complete the Ask a Question form and submit. Someone will get back to you within 24-48 hours. Thank you.

[Mercy Café Menu](#)

Week of August 1 – August 5, 2022

Summer Semester Week 13!

Summer Blessing for Families

May we make our homes places of relaxation,  
joy, love, peace and safety.  
May we be generous and considerate,  
not thinking only about ourselves,  
but helping others enjoy the blessings of the summertime.  
Lord God, Creator of all things,  
guide our steps and strengthen our hearts  
during these months of summer and vacation days.  
Grant us refreshment of mind and body.  
May we constantly strive to make a meaningful difference  
in the lives of our loved ones and in the world around us  
as we enjoy the warm days of summertime.

- The Catholic Review (Taken from the XU website)

"Pleasure in the job puts perfection in the work." - Aristotle  
(Taken from the XU website)

OTHER OFFICES OPEN FOR ASSISTANCE

Please email the department that you need instead of calling. This will facilitate a faster response with all of the College offices. Please schedule an appointment for an in-person visit.

Department email addresses are:

[studentsuccesscenter@mercycollege.edu](mailto:studentsuccesscenter@mercycollege.edu)

[registrar@mercycollege.edu](mailto:registrar@mercycollege.edu)

[financialaid@mercycollege.edu](mailto:financialaid@mercycollege.edu)

[bursar@mercycollege.edu](mailto:bursar@mercycollege.edu)

[admissions@mercycollege.edu](mailto:admissions@mercycollege.edu)

CAFETERIA HOURS (Toledo)

Monday – Friday  
7:30am-1:30pm

Please limit food in the classrooms and labs.

Youngstown Location

CONGREGATE SPACES



YOUNGSTOWN LOCATION

CAFETERIA HOURS

See posted hours in Youngstown.



**Mercy College Clothing Store Clearance Sale**

Beginning June 27th - All merchandise in the clothing store will be 70% off! Stop into the store on the 6th floor Jefferson and get a great deal on Mercy Apparel. Open Monday, Wednesday and Thursday 11am - 5pm.

**Coming Soon – Mercy College Marketplace!**

The Mercy Health gift shop and the college store have combined and will be called the Mercy College Marketplace. The Mercy College Marketplace will be located down the hall from the café' (location of previous Mercy Health gift shop). Come to the grand opening on August 8, 2022, and checkout all the exciting merchandise! The Mercy College Marketplace will be open Monday-Wednesday from 10am - 2pm.

**VPAA/Dean of Faculty Search Update:**

On 7/21, the Search Committee met and recommended four of five candidates to be moved forward through the next vetting steps.

During the week of August 1<sup>st</sup>, the remaining four candidates will Zoom meet with members of the Academic Council, and the Executive Staff (separate meetings).

Based on feedback received, during the week of August 8<sup>th</sup>, the top candidates will be moved forward to a Zoom meeting with Dr. Wajert.

During the weeks of August 29<sup>th</sup> or September 5<sup>th</sup>, as schedules allow, the finalists will come to campus for campus/community tours, meet with BSMH representatives, and College Associates.

**National Suicide Prevention Lifeline Phone Number Changes:**

The [National Suicide Prevention Lifeline's phone number](#) is 9-8-8. We will get more information to our Mercy College Community as it becomes available.

**The Financial Aid Office has Moved**

The new location is on the sixth floor on the Jefferson side of the building, adjacent to the Dr. Daniel J. Hanson Learning Commons.

**Updated Transcript Ordering Process**

At the beginning of the pandemic, Mercy College of Ohio changed the transcript ordering process. We now complete all transcript requests through the National Student Clearinghouse. Most transcript requests are fulfilled within 24 hours. We encourage electronic delivery as it is the quickest method and it is free. PLEASE NOTE: We no longer accept or process paper or email transcript requests.

Order your Mercy College Transcript at the following link: <https://mercycollege.edu/academics/student-records/transcript-request>

You can also go to the Mercy College of Ohio website (Mercycollege.edu) and search for “Transcript” this will take you to the same page.

Click on the “Request a Transcript” link, then the green box titled “Order Transcripts”

Complete the next screen with your personal information. Provide your student ID number, or social security number. Answer all the required questions/prompts. (You will not be able to proceed to the next screen until all required information is provided).

On the page titled “Select Transcript and Deliver Details” under “Delivery Information” you can select Electronic Delivery or Mail/United States and there will be no charge. If you select any other delivery options, the cost will be indicated next to the method. On this page, you also have the option to upload any additional documents with your transcript.

On the Checkout page, you will sign electronically, and you will then see an order confirmation page. You will also receive a confirmation email, and if you signed up for text updates, you will receive text messages about your order.

You can email [registrar@mercycollege.edu](mailto:registrar@mercycollege.edu) with any questions.

**Complete the 2022–23 FAFSA® Form**

Use the Free Application for Federal Student Aid (FAFSA) form to apply for financial aid for undergraduate and graduate school. If you are planning on attending Mercy College between July 1, 2022, and June 30, 2023, please complete the 2022-23 Free Application for Federal Student Aid (FAFSA) now. The 2022-23 FAFSA application will be used for determining your financial aid beginning in fall 2022. You will report your 2020 tax information. Apply now at [www.studentaid.gov](http://www.studentaid.gov). Mercy College's school code is 030970-00. If you have questions, please contact the financial aid office at [financialaid@mercycollege.edu](mailto:financialaid@mercycollege.edu) or (419) 251-1219 and we will be glad to assist you.

**July continues with entry precautions and hours of operation (PARKING GARAGE CLOSED)**

All faculty, staff, and students will enter the College through the Madison entrance as of June 27, 2022. Please park on the Madison side of the building and the entrance will be BADGE access only.

As of August 1, 2022, masks are OPTIONAL for Toledo and required for Youngstown faculty, staff, and students. All faculty, staff, and students with exemptions, please continue to mask. Thank you.

**In Toledo**, the hours of operation for summer semester students who wish to study on campus in study rooms or cubicles are 5am-1am Monday through Friday and the College is open from 8am-5pm on Saturday and Sunday for those who wish to study in study rooms or cubicles. The College will close at 5pm on both Saturday and Sunday. Students who need to enter earlier than 8am on the weekends will be able to use their badges to access the College through the Jefferson entrance. On weekends and in the evening, please park in the Jefferson surface lots. The Towne Park receptionist is present 24/7.

**In Youngstown**, the campus is open from 6am-11pm Monday through Sunday and available via badge access during those hours.

The receptionists at the front desk (Jefferson side) in Toledo will be working 24 hours per day/seven days per week. The receptionists are staffed by Towne Park. The front desk on Madison will be staffed Monday-Friday from 8am-5pm.

**Bon Secours Mercy Health has provided the College with information regarding the Covid-19 vaccine, which follows:**

**COVID VACCINATIONS –INFORMATION as of 3/28/2022**

**All of the Mercy College ground-based and/or hybrid program students and clinical students are required to be vaccinated for COVID.**

**If you have questions, please contact the Office of Compliance!! Please contact Betsy Cardwell in Youngstown or Stacey Brown in Toledo.**

**Emails are: [Elizabeth.Cardwell@mercycollege.edu](mailto:Elizabeth.Cardwell@mercycollege.edu) or [Stacey.Brown@mercycollege.edu](mailto:Stacey.Brown@mercycollege.edu). Thank you.**

**Phishing and Malicious Email**

The biggest threat to our cybersecurity is email. This time of heightened global cybersecurity risk and the rising rates of cyberattacks emphasize the urgent need to protect ourselves against malicious cyberactivity. Sometimes just one click of a link in a malicious message can cause a system to be compromised. The best approach is to treat every email message as a potential threat and "don't be too quick to point and click".

The [accompanying image](#) shows an example of a malicious email message along with some warning signs to look for. Whenever you are in doubt of a message's validity, use the "Report Phishing" feature of Outlook to report it. You will receive a quick response as to whether the message is safe or a threat. In Outlook webmail, click the three dots in the upper right of the message to find the Report Phishing option. In the Outlook desktop client, the Report Phishing button can be found in the main toolbar.

If you inadvertently clicked on a link that you suspect as being malicious, contact the BSMH IT Service Desk at 1-833-MY1HELP right away.

Thank you for your continued vigilance and support!

WATCH OUT FOR...

