

Dear Colleagues,

Agreement has been reached with the Board of Higher Education on behalf of the Massachusetts State Universities and the Association of Professional Administrators/MTA/NEA representing APA members regarding preventing the transmission of COVID-19 on the Massachusetts State University campuses and to ensure the safest working environment for all members of the community. The applicable Memorandums of Agreement are attached to this email; please review them. ([APA MOA-VAX.pdf](#), [APA MOA-MASKS.pdf](#))

To highlight key points of the Agreements, all APA members, regardless of vaccination status, shall wear a mask or cloth face covering over their mouth and nose in non-private spaces inside campus buildings or indoor facilities. Masks are available across campus for people who have forgotten or lost their masks, or whose masks have been damaged. APA members seeking an exemption to wearing a mask or cloth face covering due to medical reasons shall seek accommodation through the College's ADA process by contacting Human Resources. APA members who do not wear a mask and do not have an approved accommodation will be subject to progressive discipline under Article VIII of the APA Agreement.

All APA members are also required to receive a dose of U.S. Food and Drug Administration (FDA) authorized COVID-19 vaccine no later than by September 7, 2021 and a second dose, if required, as part of the vaccine regimen they have selected, by October 5, 2021. APA members in the workplace who are not fully vaccinated (two weeks have passed since their final dose) are required to wear face coverings at all times (including outdoors on campus and in the APA member's office or work area) while on campus.

All APA members will be required to provide verification of their vaccination status by providing Human Resources with a copy of their official COVID-19 Vaccination Record Card by September 7, 2021. Please forward an emailed photo or hard copy of your official document to Linda Lazzari (l.lazzari@mcla.edu) in the Office of Human Resources. Should you have any questions regarding this requirement, please contact me. MCLA may download the vaccination status of unit members from the Massachusetts Information Database (MIIS) launched by the Massachusetts Department of Public Health Immunization Division.

Unit members may request exemption from the vaccination requirement for religious or medical exemptions by completing the appropriate exemption form and providing it, with substantiating information, to Human Resources. Human Resources will review religious and medical exemption requests for approval consistent with state law. For medical exemption requests, Human Resources will engage in the ADA interactive process with the member. Please contact Linda Lazzari or me for the exemption request process.

Unit members who receive exemptions from the mandatory vaccination requirement shall be required to wear masks at all times on campus and be subject to weekly mandatory COVID-19 testing. Unit members who refuse vaccination without an exemption and unit members with an exemption who refuse to abide by the requirements to wear masks at all times and to be subject to this testing are not permitted to work or to be on campus. They may use accrued vacation time, or be placed on unpaid leave, for a period of no longer than six months. Disciplinary action imposed for violation of this requirement is subject to Article VIII of the APA Agreement.

Your health and safety, as well as the well-being of our campus and community, continue to be our top priority. Please feel free to reach out to us with any questions or concerns you might have.

Thank you

Barb