

A photograph of a large, multi-story brick building with many windows, surrounded by green trees and a lawn. The text "Campus Reopening Plan" is overlaid in white, bold font, with "2020 COVID-19 Pandemic" below it in a smaller, white, italicized font. A horizontal orange bar is positioned between the two lines of text.

Campus Reopening Plan

2020 COVID-19 Pandemic

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Phase III Executive Summary

2020 COVID-19 Pandemic

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Overarching Health and Safety Protocols

Required Action Summary

- A. Employees working on campus, all students taking in-person classes, and all campus residents/tenants are permitted on campus in Phase 3. Limited off-campus guests and campus partners can utilize campus facilities under strict use parameters.
- B. All employees working on campus, all students taking in-person classes, and all campus residents/tenants should adhere to social distancing by remaining six feet apart from others to the greatest extent possible.
- C. All employees working on campus, all students taking in-person classes, and all campus residents/tenants should wear a mask or face covering with limited exceptions.
- D. All employees working on campus, all students taking in-person classes, and all campus residents/tenants should frequently wash their hands or utilize hand sanitizer throughout the course of the day.
- E. All employees working on campus, all students taking in-person classes, and all campus residents/tenants should complete the required training for social distancing and personal hygiene protocols (SEE Pre-Arrival, Arrival and Ongoing Health Screening).
- F. All employees working on campus should self-identify to Human Resources if they fall into a COVID-19 at-risk category. All students studying on campus should self-identify to Health Services if they fall into a COVID-19 risk category.
- G. All employees working on campus, all students taking in-person classes, and all campus residents/tenants should complete the daily self-certified health screening (SEE Pre-Arrival, Arrival and Ongoing Health Screening).
- H. Any employees working on campus, students taking in-person classes, and campus residents/tenants should stay home, not report to work/class, and follow stated protocols if experiencing any of the following symptoms of illness: fever, cough, shortness of breath, unexplained fatigue or body aches, chills, headaches, sore throat or new loss of taste or smell.
- I. Any employees working on campus, students taking in-person classes, and campus residents/tenants desiring to return to work after illness must follow stated protocols to do so.
- J. Any employee, student, or tenant that violates these overarching protocols is subject to disciplinary action.

Academic Scheduling and Delivery

Required Action Summary

Phase 3 allows for a return to face to face instruction, with a goal to offer a safe and healthy residential learning experience for students. The following actions are necessary to do so:

- A. Ensure that courses are accessible to students both residentially and remotely to aid students who may not be able to return to campus or who may be quarantined over the course of the semester.
- B. Adapt the daily course schedule to address health concerns and allow a smooth transition to online instruction if needed.
- C. Adapt the academic calendar to better match guidance regarding health and safety.

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M/Th, T/F Daily Course Schedule (85 Minutes)		
Period	3 credit	4 credit
1	8:15-9:40	7:45-9:40
2	10:10-11:35	
3a	11:50-1:15	11:50-1:45
3b	12:05-1:30	
3c	12:20-1:45	
4	2:05-3:30	
5	4:00-5:25	
6	6:00-9:00 (once/week)	

Wednesday Schedule	
Period	3 credit
1	8:00-11:00
Chapel	11:15-12:15
2	12:45-3:45

- **Fall classes start on Thursday, August 27.**
 - Add Deadline: Wednesday, Sept. 2
 - Drop Deadline: Wednesday, Sept. 9
 - Roster Verification: Thursday, Sept. 10
 - Midterm Grades Deadline: Wednesday, October 7
 - Spring Registration Opens: Monday, October 12
 - Withdrawal Deadline: Wednesday, October 14
 - End classroom instruction on Tuesday, November 24 (26 meetings, 2210 minutes, 98% of total seat time).
 - Online "Finals Week": Nov. 30-Dec. 4 (3 hours/class period).
 - End Fall Semester on Friday, December 4.
 - Grades due on Mon., Dec. 14
- **Inter term: Monday, January 4 – Wednesday, January 27**
- **Spring classes start on Monday, February 1.**
 - Add Deadline: Monday, February 8.
 - Drop Deadline: Monday, February 15.
 - Roster Verification: Tuesday, February 16.
 - Faculty Development/Social Justice Day (No Classes): Tuesday, February 23
 - Midterm Grades: Wednesday, March 17

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- Advising Day (No Classes): Monday, March 22
- Registration Opens: Tuesday, March 23
- Withdrawal Deadline: Friday, March 26
- Good Friday (No Classes): Friday, April 2
- Academic Symposium: Thursday, April 29
- End classroom instruction on Friday, May 7 (26 meetings, 2210 minutes, 98% of total seat time)
- Finals Week: Monday, May 10 - Friday, May 14 (3 hour block/course).
- Commencement on Saturday, May 15.
- Grades due on Mon., May. 17

Administrative Office Functionality and Protocols

Required Action Summary

- Only employees approved to work on campus may return to campus to do so (SEE Overarching Health and Safety Protocols)
- All administrative offices must practice social distancing and wear face coverings (SEE Overarching Health and Safety Protocols)
- Whenever possible all meetings should be conducted virtual over zoom or conference call.
- In collaboration with Facilities, each office should identify point of service counters and locations, see that locations are fitted with plexiglass shielding, and ensure spaces are marked with directional signage (SEE Space Utilization, Management and Sanitization)
- Each office should coordinate with Facilities in reducing seating and reconfiguring furniture to maximize social distancing.
- Each office should establish service protocols and traffic patterns that facilitate social distancing of employees and patrons.
- Each office should establish cleaning regiments to facilitate regular cleanings of high touch common items such as counter tops, door handles and shared computers.
- Each office should seek to minimize persons in the office by adopting flexible work arrangements whenever possible

Employee Return Process and Protocols & Employee Wellness and Support

Required Action Summary

- All employees must abide by the campus policies and protocols as described in Overarching Health and Safety Protocols
- All employees must complete required educational training and daily health screening activity as described in Pre-Arrival, Arrival, and Ongoing Health Screenings.
- Employees seeking accommodations should reach out to Human Resources as described in Overarching Health and Safety Protocols.
- Employees who become ill at work should return home as soon as possible.

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- E. Employees who have been ill will need to complete the return to work process as described in Overarching Health and Safety Protocols
- F. Supervisors in concert with Human Resources must coordinate back up personnel plan if an employee becomes ill.
- G. Supervisors must work with employees to minimize on-campus presence for work that can be completed remotely
- H. Employees will be made aware of work expectations in light of COVID-19 as it affects their job, as well as support and care resources available to them.

Large Group Gatherings

Required Action Summary

- A. Chapel shall be conducted in such a manner as to comply with State guidance on large group gatherings, College social distancing protocols, and promote general health and safety of the community.
- B. Athletic participation and contests shall be conducted in such a manner as to comply with State guidance on large group gatherings, NCAA and Athletic Conference resocialization to sport guidelines, College social distancing protocols, and promote the general health and safety of the community.
- C. Non-classroom lectures and performances shall be conducted in such a manner as to comply with State guidance on large group gatherings, College social distancing protocols, and promote the general health and safety of the community.
- D. Student life events and official student gatherings/meetings shall be conducted in such a manner as to comply with State guidance on large group gatherings, College social distancing protocols, and promote the general health and safety of the community.

Space Utilization, Management, and Sanitation

Required Action Summary

- A. Ensure adequate hand washing and sanitizing stations are available through our campus.
- B. Ensure sure that daily cleaning and disinfecting is occurring across campus to comply with State and CDC guidance and promote the health and safety of the community.
- C. Sufficient cleaning supplies and Personal Protective Equipment (PPE) will be available to ensure relevant employees are equipped with the items then need to disinfect across campus.
- D. Plexi-glass at counters will be installed in high use point of service locations including: Cashier, Library, Hebrews, Dugout, Dining Hall, Post Office, Admission Reception, Student Financial Services Reception, Registrar, Campus Store, and other locations as deemed necessary.
- E. Directional signage and six feet of separation reminders will be placed in high traffic areas and in places where lines can form to promote social distancing.
- F. Classroom and common area spaces will be configured to maximize social distancing.
- G. Classroom technology will be upgraded to best facilitate on-line learning platforms.
- H. Campus Wi-Fi will be upgraded across campus to improve on-line learning capacity and connectivity
- I. Campus environmental and ventilation issues will be evaluated to improve circulation.
- J. The campus store, Cashier, Library counters, Hebrews, Dugout, Dining Hall, Post Office, Admission Reception, Student Financial Services, Reception and Registrar Window will have tape on the grounds at 6 ft. spacing by the counter.
- K. Touchless technologies will be evaluated and installed
- L. Evaluate environmental issues in unused classroom spaces should a room such as Peavey Lecture Hall be required.
- M. Evaluation relocation of workstations in computer labs to respect the 6-foot requirement.



Pre-arrival, Arrival, and Ongoing Health Screenings and Requirements

Required Action Summary

- A. COVID-19 surveillance testing will be done when deemed necessary
- B. Residential students will be required to be tested prior to moving into residence halls
- C. Visitors to campus will be screened prior to visiting and/or move-in
- D. Students and employees will continue to be educated and evaluated on COVID-9 Safety Practices and Procedures.
- E. Students and Employees will continue to be screened daily before coming to campus or leaving their dorm rooms
- F. Students and Employees will adhere to a "Universal Mask Policy" while on campus
- G. Students and Employees will adhere to strict Social Distancing practices while on campus

Orientation, Move-in, and Commuting Student Protocols

Required Action Summary

- A. Students moving onto campus and commuting students should follow communicated guidelines for checking in, and for moving into campus housing at specified times.

Housing and Dining Plan and Protocol

Required Actions Summary

- A. Undergraduate students approved to live on campus will continue to live in Residence Halls. Space utilization will be intentional, with communication and processes in place to prevent spread of illness.
- B. Undergraduate students living in campus housing will be informed on how to manage off-campus activity wisely and obtain permission for any overnight off-campus visit or any on-campus guest visit.
- C. Undergraduates who have submitted a housing application will be assigned housing with consideration of potential impacts of illness, and communication that prepares them for response to potential illness.
- D. All campus residents, including tenant and Graduate Assistant residents, must follow the same guidelines and policies as undergraduate residents in those same halls.
- E. Students who are ill or exposed to those who are must follow isolation and/or quarantine protocol in cooperation with Res Life staff and campus/local health officials.
- F. Dining services will be provided with limited mealtimes, utilizing serve stations where students will not be able to serve themselves.

Illness Management and Health Services Delivery

Required Action Summary

- A. Health Services protocols will be assessed for the safety, health and wellbeing of all members of the ENC Community during the COVID-19 pandemic.
- B. Telehealth will be utilized as much as possible
- C. The Health Center will be appropriately disinfected as per protocol.
- D. Any student displaying COVID-19 like symptoms will be evaluated for testing
- E. All students who are diagnosed with COVID-19 will be in isolation until they have recovered

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- F. All ENC community contacts of a person diagnosed with COVID-19 will be contacted and advised to self-quarantine for 14 days.
- G. All students who are identified as close contacts of a person diagnosed with COVID-19 will be in self-quarantine until 14 days after the last time of exposure

Student Support Services Delivery

Required Action Summary

- A. CAS professional staff may return to office, but interaction with students, parents, and other staff members is limited. Virtual meetings will continue. CAS staff will occasionally work remotely.
- B. CAS student staff will be allowed to facilitate one-on-one appointments virtually or in-person with physical distancing, but group study sessions will be held virtually either via WCOonline, GoBoard, or Teams. For in-person tutoring a plexiglass partition at the desk would be helpful to facilitate face-to-face interactions with minimal exposure.
- C. Fall Bridge mentors will be allowed to facilitate one-on-one and small group meetings with mentees virtually or in-person.
- D. Testing for students with accommodations can resume; however, instructors will be strongly encouraged to administer all tests via Canvas.
- E. BC staff returns to office following health guidelines to do so, including face coverings, office doors closed while working, and maintaining physical distancing as much as possible.
- F. In person appointments will be limited with most meetings virtual or by telephone for career counseling, mental health counseling, and health consultations via a HIPAA compliant platform or telephone.
- G. Set up office, classroom, and/or dormitory space for private, confidential sessions to occur with appropriate white noise machines to further protect conversations.
- H. In anticipation for greater mental health needs of students, provide drop-in hours for students to connect, with support and psychoeducational groups/virtual events to provide more access to more students