

Fall 2020 Student Health and Safety Protocols

IOWA VALLEY COMMUNITY COLLEGE DISTRICT

The procedures and guidelines outlined in this plan represent the decisions as of August 3, 2020. These plans may change as necessary to meet CDC guidelines, state or local restrictions, and the needs of the college, its students, and employees.

General Student Procedures

a. Returning to College

- i. As the college opens for Fall 2020 classes, students will be expected to follow all safety precautions outlined by the college.
- ii. The college will continue to adjust plans based on current data and guidance from the Centers for Disease Control, Iowa Department of Public Health, and local resources.

b. Safety Practices for Students and Guests

- i. Hand washing or sanitation stations will be available in all buildings.
- ii. Face coverings are required in all indoor public areas of campus facilities including but not limited to hallways, gathering spaces, service departments, classrooms, etc. unless in designated areas. Designated areas are indicated through special signage. Faculty and staff may wear a face shield or stand behind a clear plastic physical barrier when teaching or presenting if social distancing (6 feet) can be achieved. Students and employees must wear a face covering around campus at all times until seated in a classroom or meeting space. If social distancing can be achieved, a space may be designated as authorized for mask removal. Masks must be donned before standing and when working in close proximity (less than six feet) unless a plastic barrier is available. A request for accommodation from wearing a face covering may be made to the Disability Services Office for students. The Disability Services contact at Ellsworth Community College is Wanda Koehrsen, PH: 641-648-8587, and at Marshalltown Community College is Martha Schwandt, PH: 641-844-5769. Students will be required to furnish their own mask.
- iii. Signs are posted throughout campus reminding everyone to wash their hands and social distance.
- iv. The college cafeteria will have separate rules that will differ from the requirements.

c. Individuals Not Permitted on Campus

- i. Individuals experiencing any symptoms as outlined by the CDC (fever, sore throat, cough, shortness of breath, diarrhea) are not permitted on campus.
- ii. Individuals who have had contact with someone who has tested positive for COVID-19 in the last 14 days are not permitted on campus or centers.

d. Student Travel

i. Personal Travel

- i. All travel should be conducted in a manner that social distancing can be done at all times for the safety of themselves and others.
- ii. Travel by mass transportation methods (examples: airplane, train, subway) is strongly discouraged. If you do, please practice social distancing and follow all guidelines set by the CDC, as these methods of transportation have a higher risk for exposure. Please review the CDC's Considerations for Travelers—Coronavirus in the US. Follow the State and Local restrictions in the area you are traveling. Staying home is the best way to protect yourself and others from getting sick.

- ii. **College Travel**
 - i. College travel will be restricted to requirements for coursework or athletic travel.
 - ii. All travel should be conducted in a manner that allows for social distancing. College travel must be approved by the College Provost (or an appointed designee).
- e. **Refusal to Comply with Guidance**
 - i. Students who refuse to comply will be subject to warnings or corrective actions in accordance with the Code of Conduct sanctions.
 - ii. Visitors who do not comply with the posted instructions will be asked to leave campus.
- f. **Cafeteria Operating Protocol**
 - i. Tables have been spaced six feet apart to accommodate social distancing.
 - ii. Guest seating for commuter students has been provided in a separate area.
 - iii. Face coverings are required by all Great Western staff members in the seating area during periods of service.
 - iv. Currently self-service is discontinued (except for the beverage station) and shall remain so until directed by the Department of Inspections & Appeals. Changes will be made as allowed to provide the highest achievable level of service while insuring the safety of guests and staff.
 - v. Single use disposables will be used for all items served in the café and will continue to do so until it is suitable to resume regular service items.
 - vi. High touch items in common areas are being sanitized hourly during service periods by Great Western. A check list that must be signed by the individual completing the tasks is available for inspection at any time.
 - vii. Signage is posted on entry doors that no person with a fever or symptoms of COVID-19 will be allowed on the premises.
 - viii. Great Western employees are screened upon arrival daily for symptoms, and a touchless thermometer is used to check for fever. A log is kept in the office of the Foodservice Director. No personal information is recorded. An employee with a temperature greater than 100 degrees or has symptoms is excluded from the operation immediately.
 - ix. Increased monitoring of handwashing is being done by all managers on duty.
 - x. Great Western employees have been provided with additional food safety training and have successfully completed the Servsafe Food Handlers test.
 - xi. Signage is in place advising customers to contact us if they have concerns regarding sanitation or social distancing.
 - xii. Hand sanitize stations are available for guests, students, and staff.
- g. **Residence Life Protocol**
 - i. Guests will need to be screened and approved through the guest registration process outlined in the Residence Life Handbook. Students found with unregistered guests will be subject to code of conduct sanctions.

- ii. Any gathering will be limited in size and allow for social distancing. Lounge and lobby areas will have furniture rearranged to allow for social distancing.
- iii. Cleaning supplies will be provided in laundry rooms. Students are expected to sanitize high-touch areas to ensure safety for all residents. The number of residents will be limited in the laundry rooms at any given time.
- iv. Face coverings are required in common areas outside of the resident's room/suite/apartment when students cannot social distance.
- v. Staff working will wear a mask when social distancing cannot be accomplished.
- vi. Staff will have thermometers available for students to check their symptoms as necessary.
- vii. Designated spaces in housing have been established in case a housing student needs to self-isolate or quarantine during the semester.
- viii. Increased sanitation of residence halls (cleaning protocol available upon request). RAs will sanitize door handles and other high touch points in residence life during their daily rounds.
- ix. The use of signage, social media, email, etc., will be used for communication.

Move-In Specific:

- i. Move in times will be staggered to allow for fewer individuals arriving at the same time.
- ii. Ellsworth Community College and Marshalltown Community College are collaborating with the Hardin County and Marshall County Department of Public Health to prepare for the safe return of international students. International students will receive specific guidance from Vickie Unferth (MCC) and Roger Lugo (Ellsworth).
- iii. For each move-in session, students will be required to complete the Residence Life COVID-19 Screening Questionnaire.
- iv. No more than two individuals/guests will be allowed to assist students moving into their facility.
- v. Only the student will be able to go through the check-in process.

h. Protocol for Students Testing Positive or Direct Exposure to COVID-19

For students not living on campus that test positive to COVID-19:

- i. Do not attend class or any activity on campus.
- ii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-student-reporting/> and calling your College's COVID-19 phone:
 - a. Ellsworth Community College—PH: 641-373-6446
 - b. Iowa Valley Continuing Education—PH: 641-328-9710
 - c. Iowa Valley Grinnell—PH: 641-328-9741
 - d. Marshalltown Community College—PH: 641-328-9741
- iii. The College will contact the County Health Department for assistance with contact tracing and further recommendations.

- iv. Student will be required to quarantine at their home for fourteen (14) days or longer, depending on symptoms and direction from their health care provider.
- v. Student must provide a release from their health care provider before their return to class.
- vi. Student will be encouraged to contact instructors concerning class attendance because of COVID-19 issues.

For students not living on campus that have been in direct contact with an individual who has COVID-19:

- i. Do not attend class or any activity on campus.
- ii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-student-reporting/> and calling your College's COVID-19 phone:
 - a. Ellsworth Community College—PH: 641-373-6446
 - b. Iowa Valley Continuing Education—PH: 641-328-9710
 - c. Iowa Valley Grinnell—PH: 641-328-9741
 - d. Marshalltown Community College—PH: 641-328-9741
- iii. Student will be required to self-quarantine for fourteen (14) days or longer, depending on symptoms and direction from their health care provider.
- iv. Student will be allowed to return to class after fourteen (14) days and must be non-symptomatic.
- v. Student will be encouraged to contact instructors concerning class attendance because of COVID-19 issues.

If an on-campus housing student tests positive to COVID-19:

- i. Do not attend class or any activity on campus.
- ii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-student-reporting/> and calling the Residence Life staff:
 - a. Ellsworth Community College—PH: 641-373-4657
 - b. Marshalltown Community College—PH: 641-485-0784
- iii. The College will contact the County Health Department for assistance with contact tracing and further recommendations.
- iv. Student will be required to quarantine in a specified on-campus housing location or return to their home for fourteen (14) days or longer, depending on symptoms and direction from their health care provider.
- v. Student will have all meals delivered to their room.
- vi. Student must provide a release from their health care provider before their return to class or assigned room.
- vii. Student will be encouraged to contact instructors concerning class attendance because of COVID-19 issues.

If an on-campus housing student has been in direct contact with an individual who has COVID-19:

- i. Do not attend class or any activity on campus.

- ii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-student-reporting/> and calling the Residence Life staff:
 - a. Ellsworth Community College—PH: 641-373-4657
 - b. Marshalltown Community College—PH: 641-485-0784
- iii. Student will be required to quarantine in a specified on-campus housing location or return to their home for fourteen (14) days or longer, depending on symptoms and direction from their health care provider.
- iv. Resident will have all meals delivered to their room.
- v. Student will be allowed to return to class after fourteen (14) days and must be non-symptomatic.
- vi. Student will be encouraged to contact instructors concerning class attendance because of COVID-19 issues.

If an on-campus student is showing symptoms of COVID-19 or does not feel well:

- i. Do not attend class or any activity on campus.
- ii. Contact your health care provider or on-campus nurse.
- vii. Immediately notify the College by completing the COVID-19 form at <https://www.iavalley.edu/covid-student-reporting/> and calling the Residence Life staff:
 - a. Ellsworth Community College—PH: 641-373-4657
 - b. Marshalltown Community College—PH: 641-485-0784
- iii. If tested for COVID-19, self-quarantine and do not attend class or any campus activity until the results are known.
- iv. Student may be required to quarantine in a specified on-campus housing location for fourteen (14) days or longer, depending on symptoms and direction from their health care provider.
- v. Student will have all meals delivered to their room.
- vi. Student will be allowed to return to class and their assigned room after negative test and must be non-symptomatic.
- vii. Student will be encouraged to contact instructors concerning class attendance because of COVID-19 issues.