COVID-19 Pandemic Response
Institutional Infection Control Measures
Return to Campus, Stage 1

In general, Stage 1 involves those programs covered in President Hans Memo dated 03/18/2020. These include:

- Law enforcement training;
- fire training;
- emergency medical and rescue training;
- nursing (RN, LPN, CNA), or;
- other training specifically requested by public safety and public health response agencies, including the military;
- health care clinicals related to the above.

Under the guidance of this memo, directive from Dr. Spalding and her Cabinet, and guidelines from CDC, OSHA, the State of North Carolina, and local health departments, the COVID-19 Crisis Response Committee will review any courses proposed for return to campus with face-to-face instruction or activities to ensure they meet the guidelines to safely offer face-to-face instruction in a pandemic environment. Cabinet will then take that input and evaluate each request, and approve those which they believe can be offered under the established guidelines. There is no predetermined timeline for advancing to the next stage. Stage 1 will continue until it is determined that the College can support expansion of campus operations and face-to-face classes.

1. General
   a. All operations shall be concentrated at North and South Campuses. All buildings will remain locked unless an approved course is being offered within, in which case specific doors are identified for entry, and unlocked. Although these will be the only doors available for entry, building occupants may use any door to exit during an emergency.
   b. Once their business or educational purpose is fulfilled each day, everyone is encouraged to leave the campus.
   c. Anyone on campus shall adhere to the principles of social distancing by keeping a minimum of 6' physical separation between themselves and others.
   d. No groups of more than 10 people shall gather on campus, except classes that have been pre-approved through the President’s Cabinet.
   e. Anyone entering campus must wear face covering at all times unless:
      i. they receive permission from a campus authority to remove it for the purpose of performing some function that cannot be performed with the covering on;
Contractors, and their employees working on outdoor construction projects on campus are excluded from this requirement. Employees will be provided face coverings, students, and any others must bring their own.

f. Contractors and Vendors working within occupied buildings on-campus must follow all these measures.

g. Everyone on campus is encouraged to frequently wash and/or disinfect their hands. The College will strategically locate disinfecting stations at key building entries, and will provide hand disinfectant in every classroom being utilized for classes.

h. The college has provided disinfectant and cleaning supplies in every occupied space for use by occupants for disinfecting their workstation, and any equipment that they may have utilized during the course of their class or day.

i. If at any time while on campus an individual experiences symptoms of fever, cough, or any other symptoms that have been associated with COVID-19 Disease, that individual should remove themselves from campus, and not return to campus until cleared by a medical professional.

j. Budd Group will continue to perform daily custodial cleaning & disinfecting of any occupied spaces. This will include:
   
   i. Wipe down with cleaning and disinfecting solution of all horizontal services;
   
   ii. Periodic cleaning and disinfecting of high touch surfaces (door knobs, elevator buttons, etc.)

   iii. Periodic disinfecting spraying of spaces.

k. These control measures have been enacted in an attempt to limit the spread of the virus upon return to campus operations and face-to-face instruction in classrooms and labs. It should be understood by anyone choosing to come to campus that by being on-campus there is a certain amount of risk of exposure to the virus, as there is in any public place.

l. These measures are in effect until notified otherwise. They are subject to periodic re-evaluation. Any changes to these measures will be communicated a minimum 48 hours prior to those changes taking effect.

2. For individuals on campus for instructional activities:

   a. Only Faculty currently teaching an on-campus class should be on that campus.

   b. Only students enrolled in classes currently being held on campus should be on that campus.

   c. Individuals on campus for instructional purposes shall submit to a health screening upon entering campus (and before entering any building). Health screenings will, as a minimum, include:

      i. Temperature Check. Anyone with a temperature above 100.4 degrees Fahrenheit will not be permitted entry into any buildings or classes.

      ii. They shall be asked to attest to the following:

         1. That they do not currently have an unexplained cough, shortness of
breath/difficulty breathing;
2. That they do not currently have vomiting/diarrhea;
3. That they have not had a known coronavirus (COVID 19 virus) exposure within the last 14 days;
4. That they have not tested positive for COVID-19 disease over the last 10 days, or have received clearance from a medical professional;
5. That they have not taken any fever reducing medications within the last 6 hours (acetaminophen, ibuprofen, aspirin, etc.).

Those who do not meet the requirements of the health screening will not be allowed access into the buildings, and should immediately leave the campus.

d. Individuals must remain on the floor that their class is being offered and will maintain social distancing at all times, including break periods and restroom visits (no more than 3 people at one time in a restroom)
e. Any student or visitor believing they have a justifiable medical reason for not complying with these measure should submit a request for reasonable accommodation under the American with Disabilities Act (ADA) to Student Success Services. Requests should be submitted with sufficient time for review and action before a return to campus.
f. The measures addressed in this documents are requirements of the College, and being present on campus is considered to be tacit agreement to comply. Failure to comply with the measures, which will be considered a violation of the Code of Student Conduct, could lead to progressive disciplinary actions.

3. For Employees not involved in instructional activities
   a. Only employees deemed essential will be allowed on campus. These are individuals who cannot do their tasks remotely, and have received prior approval from their Vice President. All others should work remotely from home.
   b. As a precondition for being on campus, all Staff shall be asked to attest to the following Health Screening:
      i. That they have not had a temperature above 100.4 degrees Fahrenheit for at least 24 hours, and that they have not taken any fever reducing medications within the last 6 hours (acetaminophen, ibuprofen, aspirin, etc.)?
      ii. That they do not currently have unexplained cough, shortness of breath/difficulty breathing;
      iii. That they do not currently have vomiting/diarrhea;
      iv. That they have not had a known coronavirus (COVID 19 virus) exposure within the last 14 days;
      v. That they have not tested positive for COVID-19 disease over the last 10 days, or have received clearance from a medical professional;

Those who do not meet the requirements of the health screening should not come to campus, and should reach out to their Supervisor to inform them of their reason for absence.
c. Employees believing they have a justifiable medical reason for not complying with these measures should submit a request for reasonable accommodation under the American with Disabilities Act (ADA) to Human Resources. Requests should be submitted with sufficient time for review and action before a return to campus.

d. The measures addressed in this document are requirements of the College, and being present on campus is considered to be tacit agreement to comply. Failure to comply with the measures, which will be considered a safety violation, could lead to progressive disciplinary actions.