

PROTECT OUR PACK



Copiah-Lincoln Community College's
PLAN TO RETURN TO CAMPUS
Spring 2022





“Protect Our Pack”

Plan to Return to Campus Spring 2022

Copiah-Lincoln Community College’s
Comprehensive Plan for COVID-19

Overview	Page 1
Health and Safety Protocols.....	Page 2
Student Responsibilities.....	Page 3
Instruction and Advisement.....	Page 4
Residence Halls	Page 5
Dining Services	Page 6
Athletics	Page 7
Employee Responsibilities.....	Page 7

SECTION I: OVERVIEW

Copiah-Lincoln Community College (Co-Lin) plans to return to full campus operations on January 10, 2022, with face-to-face instruction beginning on January 10, 2022. To do so, the Protect Our Pack Plan will promote healthy operations and mitigate some risks of COVID-19 infection and spread among our students and employees. At this stage of the pandemic, we are all aware of the importance of taking personal responsibility for our own health AND understanding how our actions affect the health of our community.

In addition to enhanced cleaning and sanitization schedules performed by Co-Lin maintenance staff, the college has also contracted with vendors to provide additional cleaning services on all campuses for high traffic areas.

Signage providing instructions on enhanced safety and health measures will be posted across campuses. Social distance signage will be posted in high traffic areas.

Water fountains will be unavailable for use, until further notice, as they are deemed to have an unacceptable level of risk for spreading COVID-19.

SECTION II: HEALTH AND SAFETY PROTOCOLS

Our parameters and protocols are based upon recommended preventative measures issued from the public health community. Follow these CDC guidelines to protect yourself and others:

- Stay at least six feet from others when it is possible.
- Cover your mouth and nose with a face covering when around others.
- Avoid close contact with people who are sick, even inside your home.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash.
- Clean and disinfect frequently touched surfaces daily.
- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19.

As we return to campus, the college is taking precautions to protect our entire community. Please keep in mind that there will be individuals on campus who may have underlying conditions that make them more vulnerable to the COVID-19 infection. Each community member is expected to commit fully to protecting our community's collective health and well-being.

MASKS

The college will practice safety measures through the recommendation of wearing face masks/coverings. CDC recommends that during the pandemic people wear a mask that covers their nose and mouth when in contact with others outside your household, including individuals that have received the vaccine.



BACK-TO-COLLEGE TIPS

Protect Yourself from COVID-19

Watch your distance

Stay at least 6 feet apart from others, when possible



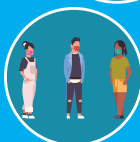
Wash your hands

or use hand sanitizer with at least 60% alcohol



Wear a mask

in public spaces and common areas



The more closely you interact with others and the longer that interaction, the higher the risk of COVID-19 spread.

DORM

- Avoid sharing items with roommates or others.
- If you do, clean and disinfect before sharing or using.

SHARED BATHROOM

- Avoid placing toothbrushes directly on counter surfaces.
- Use totes for personal items to limit contact with other surfaces in the bathroom.

CLASSROOM

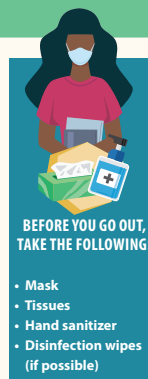
- Enroll in online classes if they fit your educational needs.
- Wipe down your desk with a disinfectant wipe if possible.
- Skip seats or rows to create physical distance between other students.
- Avoid placing your personal items (e.g., cell phone) on your desk.

DINING HALL & MEALS

- Avoid sharing food, drink, utensils or other items with people.
- Pick up grab-and-go options for meals if offered.
- Avoid buffets and self-serve stations.

LAUNDRY ROOM

- Clean and disinfect surfaces that others have touched (e.g., buttons on the washing machine).
- Wash masks in warmest appropriate water setting for the fabric.



BEFORE YOU GO OUT, TAKE THE FOLLOWING:

- Mask
- Tissues
- Hand sanitizer
- Disinfection wipes (if possible)

cdc.gov/coronavirus

REPORTING COVID-19 SYMPTOMS AND POSITIVE TESTING

You will be asked to quarantine until you receive your test results from your medical provider. You will need to follow the instructions given to you by your medical provider that include CDC guidance for at-home care.

- Students who develop symptoms of COVID-19 or who have been exposed to someone suspected of or confirmed with COVID-19 should contact their medical provider immediately.
- Students who have tested positive for COVID-19 must complete the [COVID-19 Student Form](#), email covid19@colin.edu, or call 601-643-8720.
- Employees who develop symptoms of COVID-19, who have been exposed to someone suspected of or confirmed with COVID-19, or who have tested positive for COVID-19 should notify their immediate supervisor, complete the [COVID-19 Employee Form](#), or email covid19@colin.edu or call 601-643-8720.

COVID-19 Testing Sites

Visit the Mississippi State Department of Health ([MDHS website](#)) to find a COVID-19 testing site near you.

VACCINATION

At this time, there are three authorized vaccines to prevent COVID-19 in the United States.

Visit the Mississippi State Department of Health ([MDHS website](#)) to find a COVID-19 vaccination site near you.

ANTIBODY TESTING

In following CDC and MDHS guidelines, antibody test results will **NOT** be used to determine if someone should or should not quarantine. Positive antibody test results will not shorten the quarantine time.

BASED ON JANUARY 2022 CDC GUIDANCE

ISOLATION - EMPLOYEES/STUDENTS WHO ARE POSITIVE FOR COVID-19.

- Isolate for 5 full days.

AND

1. Return to work/class on the 6th day if ALL of the following apply:
 - Fever-free for 24 hours without fever-reducing medication

- Other symptoms have improved
- Willing and Able to continuous wear a well-fitting mask when around others for days 6-10.

OR

2. Continue to isolate for 6th- 10th day if ANY of the following apply:

- Fever continues
- Other symptoms have not improved
- Optional - Antigen (rapid test) is taken on the 5th day and the results are still positive.
- Not Willing or Able to continuous wear a well-fitting mask when around others for days 6-10.

QUARANTINE - EMPLOYEES/STUDENTS WHO HAVE BEEN IN CONTACT WITH SOMEONE WHO IS POSITIVE FOR COVID-19 OR HAVE SYMPTOMS.

- Quarantine for 5 full days.

AND

1. Return to work/class on the 6th day from last contact with the positive person if ALL of the following apply:

(Note: the return date will be prolonged if the positive person is a household member.)

- Have not developed any COVID-19 symptoms
- Willing and Able to continuous wear a well-fitting mask when around others for days 6-10.

OR

2. Continue to quarantine for 6th- 10th day if ANY of the following apply:

- COVID-19 symptoms have developed
- Waiting on COVID-19 test results (Follow Isolation steps if results are positive.)
- Not Willing or Able to continuous wear a well-fitting mask when around others for days 6-10.

QUARANTINE EXEMPTIONS (DOCUMENTATION REQUIRED)

1. Fully Vaccinated PLUS booster shot/3rd shot, when eligible

OR

2. Positive for COVID-19 in the last 90 days

AND

- 1. Have not developed any COVID-19 symptoms
- 2. Willing and Able to continuous wear a well-fitting mask when around others for 10 full days.

SECTION III: STUDENT RESPONSIBILITIES

The following protocols and guidelines have been put in place to protect the health of our community. All students are expected to comply fully with the policies, protocols and guidelines.

- **Face Coverings:** Properly worn face masks/face coverings (covering both the nose and mouth) recommended in all classrooms, hallways, auditoriums, instructional spaces, laboratories, common areas, shared spaces, and restrooms. A face covering is recommended in the presence of others in all indoor spaces.
- **Social Distancing:** In addition to face masks/face coverings, people should make every effort to stay six feet apart from others.
- **Cleaning:** Everyone must share responsibility for cleaning public surfaces to decrease the risk of spreading the virus. Disinfectants, hand sanitizer and other supplies will be available across campus. Students and faculty will both play a role in disinfecting and keeping surfaces in classrooms clean.
- **Self-Monitor:** Self-monitor for COVID-19 symptoms, to include self-check temperature, daily.

INSTRUCTIONAL GUIDELINES

If a student is required to quarantine due to a positive COVID-19 diagnosis or an exposure, there are certain expectations that students are still required to meet.

All students in quarantine must complete the following survey to confirm they understand the instructional guidelines and expectations:



Co-Lin Student Responsibility While Quarantined Form

Students who are quarantining due to positive COVID-19 diagnosis or an exposure and have not become ill should continue course work online, communicate with instructor(s) regarding their situation, and submit work by original course deadline. As long as work is being submitted, the said student will be counted present for attendance.

In the case that the student is ill and unable to keep up with their work online, the attendance policy found in the 2021-2022 College Catalog & Student Handbook on page 19-21 will be followed. Any student that reaches their absence limit will be cut-out according to policy and must go through the appeals process to be reinstated (get back in class). Work not completed within this time frame will be given the grade of zero. It is important that students communicate with their instructors about their specific situation.

In regards to final exams, students who are unable to take a final exam due to health issues must provide a doctor's excuse to the appropriate dean or vice president to makeup the exam when they are released to return to campus.

SECTION IV: INSTRUCTION AND ADVISEMENT

INSTRUCTION:

In our efforts to maximize the safety of the environment for our students while continuing to provide quality education, Spring 2022 class schedules have been designed with safety in mind.

For face-to-face meetings and classes, face masks/coverings will be recommended. Clinical experiences, internships and practicums will continue to follow CDC guidelines.

Students should note three different types of classes that they may have this Spring:

- Face-to-Face: Classes that meet physically in-person on campus, with social distancing between students and will follow the Co-Lin instructional calendar.
- Online: Classes that are hosted through Co-Lin's eLearning and Mississippi Virtual Community College (MSVCC) will be taught utilizing Canvas and will follow the MSVCC calendar.
- Hybrid: Classes that combine some face-to-face meetings with remote learning through Canvas or Zoom and will follow the Co-Lin instructional calendar.

For proctored testing, students will have two options:

- In-person testing on campus: Students will choose the "In-Person Proctoring" option in their Canvas course and make their appointment at least 24 hours before the requested appointment time. A photo ID is needed to test.
- Virtual proctoring: Students will choose the "Virtual Proctoring" option in their Canvas course. No appointment is necessary. In order to use BioSig, the student must have a laptop or desktop computer, Google Chrome browser, a webcam, and a stable internet connection. They will also be asked to present their state issued photo ID.

MSVCC

Students who are enrolled in MSVCC courses will need to have the technology and internet access to complete the weekly course content off campus. If the student does not have access to adequate equipment and/or internet access to take a proctored exam remotely, they may schedule an appointment to utilize an on-campus proctoring lab to test. The student will be expected to follow all safety protocols that are being practiced in the proctored lab areas. More information is available at:

<https://www.colin.edu/majors-programs/elearning-online/current-elearning-students/schedule-a-proctored-exam/> or by contacting eLearning at elearning@colin.edu

Advisement:

For advisement, students may contact their faculty advisor. Faculty advisors will host student office hours via Zoom and/or face-to-face by appointment throughout the semester to accommodate social distancing guidelines. You may log into your MyPack account to locate the name of your faculty advisor. Click "Student Information" and scroll down to the bottom to find your "Advisor Information".



SECTION V: RESIDENCE HALLS (Wesson Campus Only)

For the safety of our residence hall students, the guidelines below have been put in place. It is the responsibility of the residence hall student to abide by these guidelines to help stop the spread of COVID-19.

Residence hall students will be recommended to wear face coverings in all common spaces when physical distancing cannot be achieved. Signage will be displayed describing COVID-19 protocols and expected standards of behavior.

DAILY GUIDELINES:

- Students should not congregate in rooms.
- Visitors to residence halls will be limited.
- College maintenance staff will maintain cleaning of bathrooms and common areas. Students are responsible for their personal living space.
- Personal items such as toothbrushes, towels, etc., may not be left in community/suite bathrooms.

The college will share additional details about residence halls for Spring 2022 through direct communication to all 2021-22 residents of student housing.

SECTION VI: DINING SERVICES (Wesson Campus Only)

On-campus dining services are open and serving students and employees with protocols and limitations in place to help ensure the safety of campus operations. The Grill Company will be temporarily closed. The Cafeteria will allow for to-go and pre-packaged options. Disposable goods will be used and there will be no buffets or self-service permitted in any dining facility. Frequent sanitization of dining facilities will occur. Dining halls will follow social distancing guidelines as well as state public health guidance.

The cafeteria will temporarily be closed to the public, serving only students, faculty, and staff. Meal ticket cards will be scanned at the register. If someone does not have a meal ticket, they can go to the Business Office to add money to their meal account. (The Student ID card is the meal ticket card for those who have purchased a meal ticket.)

Hand sanitizer dispenser stations will be placed throughout the facility and should be utilized before entering the dining room and after each meal. Everyone must enter through the main double doors since there will be no entry or re-entry by the cash register. Social distancing will be expected while in the serving area and the dining room anytime the student is not seated. The dining room is set-up for social distancing and there may be limited seating. Students will be allowed to take their meals to the courtyard or other common areas.

Food Options: Classic Kitchen, Sauce & Stone, The Local Deli & Global Fare and pre-packaged salads will be available, but may be rotated based on staffing and food availability.

Beverages: Fountain drinks, Kool Aid and tea will be available self-service with no refills allowed. Students will be given a cup when scanning their card. Milk and juice cartons will be available for breakfast. Tea dispensers will have self-service touch-free adaptors. (Students who would like a refill will be given an additional cup upon request.)

Trash cans will be placed at the exit for the student to dispose of their own disposable items. All students will exit out of the same door located at the west end of the dining room. As students leave the dining room, tables will be sanitized. If students choose to eat in the courtyard or other areas on campus, they should appropriately dispose of their containers and plasticware.

CAFETERIA SERVING HOURS

Monday - Thursday

Breakfast 7:00 a.m. – 8:30 a.m.

Lunch 10:30 a.m. – 1:30 p.m.

Dinner: 4:30 p.m. – 6:30 p.m.

Friday - Saturday - Sunday

Brunch 10:30 a.m. – 12:00 p.m.

Dinner 4:30 p.m. – 5:30 p.m.

SECTION VII: ATHLETICS (Wesson Campus Only)

Student athletes will follow the Athletic COVID-19 Guidelines given to them by their coaches.

Any changes in regards to athletic event seating capacity will be announced on the Co-Lin social media pages and the Co-Lin Athletic website.

Decisions regarding how athletic events will be followed by the guidelines from the Mississippi Department of Health, the NJCAA, and MACCC.

SECTION VIII: EMPLOYEE RESPONSIBILITIES

All employees are responsible for maintaining a safe environment. Employees will assume responsibility to self-monitor for any symptoms each day before reporting to work and to adhere to current college-established protocols and procedures based upon public health guidance. This includes refraining from reporting to work if experiencing symptoms of COVID-19, wearing a face mask/covering as policy states, practicing social distancing, and assisting with cleaning and disinfecting high touch point areas. In addition to the employee responsibilities below, further instructions may be provided within specific departments.

- Stay current with college policies and communications regarding COVID-19 and public health recommendations.
- Stay home (or leave the workplace) if symptoms develop and immediately notify your supervisor and complete the COVID-19 employee form, email covid19@colin.edu, or call 601-643-8720.
- Wear a face masks/covering while in a shared work space/classroom if returning from quarantine on days 6 - 10.
- Share responsibility for cleaning public surfaces to decrease touch risk of spreading COVID-19.
 - Disinfectants, hand sanitizer and other supplies will be available across campus.
 - Students and faculty will both play a role in disinfecting and keeping surfaces in classrooms clean.
- For instructors, utilize Canvas for course delivery in the event a shift to total online learning occurs.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment when possible.
- Conduct meetings virtually, even when working on campus. If meetings cannot be conducted virtually, individuals should wear face masks/coverings and follow social distancing guidelines.
- Complete required COVID-19 training. All employees will be expected to complete a COVID-19 training module. All students are completing a similar training. It will take everyone adhering to the protocols and parameters to continue our activities.
- Report any safety and health concerns to your supervisors and/or to the COVID-19 Response Coordinator at covid19@colin.edu, or call 601-643-8720.
- Note: Reasonable accommodations will be provided for persons who cannot wear a face covering due to medical conditions. Employees should request these accommodations through the Human Resources Office.