



GBC Human Resources and the Vice President for Business Affairs will work those employees who self-identify under CDC Guidelines as being a part of the vulnerable or higher risk populations. These employees may be individuals who are 65 years of age and older, individuals with serious underlying health conditions, such as severe asthma, heart and lung conditions, immune-compromised, pregnant women, or who a medical provider has deemed to be at high risk. For these individuals remote work agreements may remain in place. The Family First Coronavirus Recovery Act (FFCRA), which is in effect until December 31, 2020, also provides criteria for eligibility, including caring for children, for paid leave and alternative work arrangements. These criteria may al

members on campus and six feet of distance is maintained from others, or when an individual is seated in a designated dining area and eating and six feet of distance is maintained from others. Requests for accommodations concerning face-coverings must be submitted through the normal ADA process for employees through Human Resources.

Students must submit their requests through the Disability Resource Center (DRC) process.

### **Social Distancing**

Social distancing of at least 6 feet is required at all times, unless a task requires workers to be in closer proximity. Employees should not gather in groups. Meetings should continue to be via telephone, bluejeans, zoom or other video conferencing options. If there is no alternative to an in-person meeting, they must be held by appointment only. Interviews will continue to be conducted online. Break areas should not be used by more than one person at a time if social distancing can not be maintained. Communal refrigerators, sharing of food or dishes is not appropriate.

### **Handwashing**

Employees should wash their hands often with soap and water for at least 20 seconds. Hand sanitizer may be used when an employee is unable to use soap and water. Thorough hand washing should occur after the use of the restroom, coughing or sneezing.

### **Campus Cleaning and Disinfecting**

Increased custodial support has been in practice since the pandemic emergence ensuring that classrooms, laboratories, testing center and other common areas are disinfected after every use, and that bathrooms are continually cleaned. Custodial staff will continue to maintain common areas, high touch areas, and restrooms in accordance with OSHA standards. We are currently reviewing custodial staffing and shifts to ensure proper cleaning as GBC reopens and classes resume for the fall semester. Sanitizing stations will be available in every building. Equipment that has been used for remote work will be properly sanitized when it returns to campus. This includes office furniture and computers.

Custodial staff will continue to clean office areas; however, it is the empl (r)11 (o)4.2 (.e-1.3 (:)/6/81d(r)-0.7 (g 222Tc 0 (s

areas have been removed or marked off for appropriate spacing and social distancing. Classrooms are being evaluated for appropriate class size based upon occupancy. Excess chairs and tables will be removed from the general classroom area or marked off for appropriate spacing between students. Tiered classrooms will have empty seats/rows between students to provide for appropriate social distancing. Office areas that accommodate multiple employees have been reviewed to see if they need to be reconfigured or barriers added for appropriate spacing. Daily sign in sheets will be required to be completed by all employees in their work areas and all students and instructors in classrooms and lab areas. There will be no sharing of writing instruments, everyone must use their own. These sign in sheets are critical in the case that contact tracing will need to be performed by health officials.

### Child and Family Center

Great Basin College's Child and Family Center (preschool) operates on a calendar that is aligned with the Elko County School District. The center has been closed since mid-March and we are anticipating reopening in mid-August. While the center has been closed it has undergone deep cleaning and sanitization. Additional sanitization equipment has been ordered specifically for the child center. Classroom furnishings will be adjusted for appropriate distancing and class sizes reduced based upon occupancy limits. Toys and other items in the center will be cleaned daily. Restrooms will be cleaned in accordance with OSHA standards. The child center has established protocols for parents and other authorized individuals to pick up and drop off students at the front door of the child center. The child's temperature will be taken each day when dropped off and will be assessed for symptoms. If a child becomes ill or exhibits symptoms during the day, the child will be separated from others, parents will be notified and must pick up their child within 30 minutes. Children will be required to wash their hands thoroughly with soap and water for at least 20 seconds throughout the day. Outdoor play times will be staggered. Protocols for snack time have been established. Parents will be signing an acknowledgement and disclosure form. Child Center employees will also be signing a special work condition acknowledgement and disclosure form. Additional protocols will be established and put in place as guidance is available from the state and industry.

### Summer 2020

Traditionally summer classes at GBC are online so no special arrangements were necessary.

### Late Summer 2020

Great Basin College will continue its current reopening plan as we move into late summer.

Great Basin College continues the staged approach in bringing administrative employees back to their work areas as outlined in the reopening plan. The mandatory trainings for all employees will be rolled out the week of June 15<sup>th</sup>. Student workers will return to work between August 1<sup>st</sup> and August 17<sup>th</sup>. Their work hours will be adjusted to fit in with other alternate work schedules within the departments they are assigned to.

### Late Summer Classes

For late summer, there are approximately ten classes that have in-person components to them. These include Certified Nursing Assistant (C.N.A) classes and CTE classes. Both types of classes, due to their nature require in-person lab instruction and/or clinicals. For the CTE classes, similar protocols have been put in place as to what was used at the end of May, to enable students to complete their Spring 2020 lab hours. Students, faculty, and staff will acknowledge that they will follow GBC protocols with regards to COVID-19. Temperature checks and health assessments will be done each day. Face

coverings will be worn by employees and students, unless when wearing them creates a higher risk of injury based upon the lab scenario (i.e. welding). Social distance of six feet will be maintained whenever possible. The size of student groups and instructors will be limited. Health Science has established protocols for the C.N.A. based upon established guidelines, including those developed by the entities where the students will be in clinical settings. Health surveys will be filled out by students prior to each day of in person instruction. Masks and gloves will be used, and temperatures taken of the students prior to them entering lab and clinical sessions. Student groups have been limited to a size of ten or less. In all classes, sign in sheets will be utilized and maintained. Sanitizing supplies will be available for use and cleaning of surfaces.

Alternative plans have been developed for the C.N.A. classes for 100% simulation lab hours, instead of any hours being in clinical settings. In the event of increased restrictions to the Governor's restrictions, all in person lab requirements for CTE and/or C.N.A. classes will be postponed, like the Spring 2020, and resume when appropriate to do so.

#### Academic Success and Testing Center

The Academic Success and Testing Center will reopen three days per week to administer nationwide standardized exams. All employees will wear face coverings and all test candidates will be asked to wear one also. No more than ten people will be allowed in the testing center at any one time. Hand sanitizer is available for use by employees and test candidates. Testing stations will be cleaned before and after each tester. Test candidates' temperatures will be checked with then arrive to check in for their exam and will not be able to take the exam if a fever is indicated. Sign in sheets will be maintained.

#### Library

The library will continue with primarily access to online resources only. GBC staff will return to the library in August. For the Fall 2020 semester the library will only be open to students and GBC employees. The use of the library will be monitored to insure those in the library are wearing face coverings, that no large gatherings occur, occupancy limits are maintained, social distancing and other protocols are adhered to. Hand sanitizer and other disinfecting supplies will be available for those who use the library. Sign in sheets will be maintained.

#### **Fall 2020**

Services for students will continue to be offered online, with additional staff returning to their work locations in continued staged approach. Alternating schedules will continue, both in days and report to/end times, with other days working remote. GBC will facilitate a hybrid fall semester. GBC will continue its online presence. In addition, GBC will have some classes and labs that enable students to rotate in-person attendance with virtual attendance. We will focus on in-house science and health care programs/labs, and CTE programs. Classes that are considered hybrid are defined as 50% online and 50% live. There will be limited face-to-face liberal arts classes. Fitness Center classes (PEX) will all utilize a hybrid model. Class sizes will be limited with appropriate social distancing and other protocols in place. These classes will be able to move to 100% online if needed, based upon changes in guidance and restrictions. Faculty will maintain office hours and are encouraged to meet with students by

videoconference or telephone. If an in-person meeting is needed, it must be by appointment only with mandatory face coverings, social distancing and other safety protocols being adhered to. If additional restrictions occur during the Fall 2020 semester, plans are in place to move to 100% online instruction and postpone required in-person lab hours until appropriate to resume those activities. All course syllabi will specifically state that face coverings are mandatory for all faculty and students in the classroom. All course syllabi will include information about moving to online and technology needs, if guidelines change. There are no exceptions to removing a face covering during in-person classes. Microphones or other technology should be used if needed to project their voice and students should request accommodations needed. Faculty are expected to outline and reinforce safety protocols when in the classroom both at the beginning of the semester and throughout the semester. Students who refuse to wear a face covering or follow other protocols will not be allowed in class, unless they have accommodations that have been approved by the Disability Resource Center. Students may be subject to disciplinary action or receive a recommendation for administrative withdrawal from class. Class size will be limited to the current directives on gatherings, if social distancing can be maintained. Class size will also be limited to 50% of the occupancy. Some classrooms may not be utilized during the fall semester, due to their size and occupancy. Sign in sheets will be utilized in each class and lab. Hand sanitizer and disinfecting items will be available for use. For in-person class and lab sections, students, faculty, and staff will acknowledge that they will follow GBC protocols with regards to COVID-19. Health assessments will be done each day. Mandatory face coverings be worn by employees and students, unless when wearing them creates a higher risk of injury based upon the lab scenario (i.e. welding).

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- Antibody (serologic) testing may be considered as tests become validated and as appropriate based on emerging information.

\* An asymptomatic HCP with a recognized COVID-19 exposure might be permitted to work to address staffing shortages if they wear a facemask for 14 days after the exposure.