


# Iļisaġvik College COVID Response Plan

<b>Purpose:</b>	<b>To provide high level guidance</b>			
<b>Principles:</b>	<b>Safety, Compliance, Quality &amp; Access</b>	<b>Direction to College Community, Agility</b>	<b>Fiscal Responsibility, Coordination</b>	
	<b>Phase 1 – Closed</b>	<b>Phase 2 – Telework</b>	<b>Phase 3 – Limited Operations</b>	<b>Phase 4 – Fully Operational</b>
<b>Hours</b>	None	None, Essential Staff checking on campus.	Monday-Friday 12-4pm or by appointment	M-F, 9a-5p, including lunch hour
<b>Operations/ Facilities</b>	<p>No in-person service. All campus related buildings are closed to the public.</p> <p>ie: Partner Sites, Gym, etc.</p>	<p>No in-person service. All campus buildings closed to the public. ie: Partner Sites, Gym, etc.</p>	<p>Campus buildings open to public with limited hours. Face coverings will be required for employees and visitors to campus buildings in communal spaces.</p> <p>Gym remains closed.</p> <p>Cleaning will be increased 3x per day for the common/high traffic areas.</p> <p>Partner Site operations determined on a case by case basis.</p>	<p>Fully staffed on campus. Facilities open during regular working hours.</p> <p>Maintain increased cleaning 2x per day for the common/high traffic areas.</p> <p>Operations/protective measures will be reevaluated by Administration and Student Services at least every 14 day.</p>
<b>Staffing</b>	<p>Essential employees monitoring and responding to e-mails, priority projects/reports. Payroll continued, M&amp;O checking on facilities.</p> <p>Refer to position status to determine if your position is Essential, Work From Home, or Clear.</p>	<p>All employees available by phone and email. Checking regularly. Employees are informed by supervisors about responsibilities while working from home.</p> <p>Expectation that if an employee is called into work, they are able to get to work within a reasonable timeframe.</p> <p>Essential staff working from offices: HR, BO, IT, M&amp;O.</p>	<p>Administration continues to encourage telework/working from home for those whose tasks support that type of work.</p> <p>Other staff may be working regular work hours from the office due to the nature of their positions.</p> <p>Limited transportation supports (i.e. pooled vehicles, rideshare, or van transportation), make sure staff have appropriate work space, with appropriate distancing.</p>	<p>Staff return to regular schedules (most of whom work) of 8:30a-5pm.</p> <p>Will monitor local, regional, statewide mandates.</p>
<b>Students</b>	<p>Virtual Support services.</p> <p>Classes online.</p> <p>Internships on hold.</p>	<p>Virtual support services.</p> <p>Classes online.</p> <p>Internships on hold.</p>	<p>Virtual student support is increased and encouraged.</p> <p>Student resources and support provided through SSC (ex: tutoring) will continue through a virtual platform or by appointment if needed.</p> <p>SSC On-call phone: 907-319-8742.</p>	<p>Student support programming is in person and offered via distance for those students outside of Barrow.</p> <p>Internships as regularly scheduled.</p>

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			<p>Small group student support is available if needed while practicing appropriate social distancing.</p> <p>Internships under discretion of supervising staff and approved on a case by case basis.</p>	
<b>Classes</b>	<p>Classes continue via distance delivery.</p> <p>**Only classes that can be delivered at a distance.</p> <p>No in person classes.</p>	<p>Classes continue via distance delivery.</p> <p>**Exceptions to be coordinated and approved by Dean of Instruction.</p>	<p>In person enrollment in classes maxed at 10 students (max size does NOT include distance students).</p> <p>Classes, which can be delivered via a distance without too much interruption, will continue to be offered in that format.</p> <p>Short-term WFD courses will be offered with a requirement for students and instructors to wear face coverings and to practice social distancing.</p>	<p>All classes offered at “normal” delivery – in person and via a distance.</p> <p>Face covering wearing is optional but strongly encouraged.</p>
<b>Dormitories</b>	<p>Dormitories are deep cleaned.</p> <p>Students can decide if they remain on campus, or return home. Moved into single occupancy.</p> <p>Student Success Center has a place designated for quarantine and isolation.</p>	<p>Dormitories are deep cleaned.</p> <p>Students can decide if they remain on campus, or return home.</p> <p>Student Success Center has a designated quarantine and isolation location.</p>	<p>Dorms single occupancy.</p> <p>Dorms restricted to short term training student needs.</p> <p>North Slope/State of Alaska residents only.</p> <p>Student Success Center has a designated quarantine and isolation location.</p>	<p>Dorms double occupancy.</p> <p>Open to any full-time student.</p> <p>Student Success Center has a designated quarantine and isolation location.</p>
<b>Cafeteria</b>	Closed	Closed	Closed	Fully operational. Follows CDC guidelines.
<b>Programs</b>	No programs	Virtual programming only.	<p>Virtual programming is preferred. In person programming would require face coverings and appropriate social distancing practices.</p> <p>No in person programs that are minor child-centric.</p> <p>Summer Camps 2021- TBD virtual or in person.</p>	<p>In-person programming. Face coverings optional.</p> <p>Will monitor local, regional, statewide mandates regarding social distancing.</p>

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<b>Meetings</b>	No meetings.	Virtual meetings only.	Virtual Meetings are recommended. If meeting in person, social distancing requirements and face coverings should be practiced all the time.	Reinstate in-person meetings, large groups ok.  Will monitor local, regional, statewide mandates regarding social distancing.
<b>Children in the Workplace</b>	Not allowed.	Not allowed.	Not allowed.	Return to normal operation as per Iļisaġvik College's Employee Handbook.
<b>Transportation</b>	None	Limited van operations to support students and employees.  Carpooling/pooled vehicles for staff who are required to work on campus.	During limited hours of operation, open for staff, students, and public. Face coverings are required and must be worn by passengers prior to entering the van.  Additional cleaning of vehicles during this period.  Transportation hours will be flexible to accommodate employee/student scheduling (with the last van run at 5:30PM).  Carpool: if staff are carpooling face coverings are required.	Regular transportation schedule.
<b>Cash Handling</b>	No payments accepted.	Payments accepted over the phone via credit card.	Payments accepted over the phone via credit card.	All methods of payment reinstated.
<b>Transmission Mitigation</b>	Orders to stay home as possible.	Orders to stay at as possible.  **Employees who are identified by supervisor as essential	All employees must practice good hand hygiene techniques, i.e., frequent hand washing, using hand sanitizer made of at least 60% alcohol.  Employees who have symptoms (i.e., fever, cough, or shortness of breath) must immediately notify their supervisor and stay home.  Employees who are well but who have a sick family member at home with COVID-19 symptoms must notify their supervisor and follow CDC recommended precautions.	All employees must practice good hand hygiene techniques, i.e., frequent hand washing, using hand sanitizer made of at least 60% alcohol.  Employees who have symptoms (i.e., fever, cough, or shortness of breath) must immediately notify their supervisor and stay home.  Employees who are well but who have a sick family member at home with COVID-19 symptoms must notify their supervisor and

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			Supervisors/Divisions will need to establish frequent disinfecting schedule of employee workstations and encourage good hand hygiene.  Practice and encourage social distancing of 6 feet.	follow CDC recommended precautions.  Supervisors/Divisions will also need to establish frequent disinfecting schedule of employee workstations and encourage good hand hygiene.
<b>Travel</b>	No Iḷisaġvik sponsored travel approved.  Employees who travel for personal reasons will be required to follow Iḷisaġvik College travel guidelines, state and local mandates.  No exceptions.	No Iḷisaġvik sponsored travel approved.  Exceptions must be approved by President.  Employees who travel for personal reasons will be required to follow Iḷisaġvik College travel guidelines, state and local mandates.  Quarantine: 14 day quarantine upon return.  or  Employee obtains a SARS-CoV2 PCR test 24 hours prior to departure, <u>or</u> after arrival to Utqiaġvik; AND seven days post arrival to the North Slope. The employee may return to work upon first initial negative SARS-CoV2 PCR clearance but will need to retest after seven days.  Employees, after receiving results from either a 24-hour-before-departure PCR test, or a PCR test upon returning to Utqiaġvik, must submit results to HR before returning to work.  Rapid tests will be approved on a case-by-case basis.	No Iḷisaġvik sponsored travel approved.  Employee Personal Travel: Employees who travel for personal reasons will be required to follow Iḷisaġvik College travel guidelines, state and local mandates.  Quarantine: 14 day quarantine upon return.  or  Employee obtains a SARS-CoV2 PCR test 24 hours prior to departure, <u>or</u> after arrival to Utqiaġvik; AND seven days post arrival to the North Slope. The employee may return to work upon first initial negative SARS-CoV2 PCR clearance but will need to retest after seven days.  Employees, after receiving results from either a 24-hour-before-departure PCR test, or a PCR test upon returning to Utqiaġvik, must submit results to HR before returning to work.  Rapid tests will be approved on a case-by-case basis.	Iḷisaġvik College travel ban lifted.  No quarantine required for personal travel outside of Barrow.  Will monitor local, regional, statewide mandates regarding travel.