



Community College of Vermont

Restart Plan

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Community College of Vermont Plan for a Successful Return to Campus

The Community College of Vermont (CCV) restart plan was created as a means of communicating and highlighting our strategy to minimize the likelihood of an outbreak of COVID-19 within the College. CCV developed this plan with several goals in mind. These goals included: 1) providing a safe and healthy delivery of classes and services for all of our students and employees; 2) developing a plan that would ensure the continued health and safety of the communities around us.

After examining all options available, CCV has elected to deliver most spring 2021 classes in five different remote delivery formats. Classes that require laboratory or studio time will be delivered in a hybrid format with limited in-person class meetings throughout the semester. The total number of in-person classes has been restricted to 30 and will be spread out between six academic center locations.

This plan has been developed with the awareness that the novel virus COVID-19 is an evolving public health emergency and that plans may need to adapt and change in order to ensure the CCV community remains healthy and safe. The College is monitoring this ever-changing situation closely and has developed this restart plan with the guidance from Governor Scott, Dr. Levine, the Vermont Department of Health, and other medical and public health experts. In this spirit, the plan identifies the requirements set forth by the College that are in addition to the requirements set by the State of Vermont.

All employees and students must comply with the protocols as written. Individuals that choose not to comply with these regulations will face disciplinary action.

1. **DECREASE RISK OF INDIVIDUALS INFECTED WITH COVID-19 FROM ENTERING THE CAMPUS THROUGH EFFECTIVE PUBLIC HEALTH PREVENTION**

a. Health Safety Contract:

Community College of Vermont has developed and distributed a student specific health contract that outlines expectations for behavior and requirements while in CCV academic centers. The contract discusses the requirement for wearing a mask at all times, health screening, social distancing, hand hygiene, care of common shared spaces, and travel restrictions. This student health contract also discusses the consequences for not complying with the requirements outlined on the contract.

b. Quarantine:

CCV is taking the requirement of quarantine seriously and has strict guidelines for students to follow when accessing CCV centers.

Out of State Students/Students traveling by mass transit: CCV does not anticipate having out-of-state students attend in-person class meetings. All students will be required to comply with the [VT Department of Health Travel and Quarantine Guidelines](#) prior to entering a CCV academic center.

In State Students/Non-Quarantine Counties: All students will be required to comply with the [VT Department of Health Travel and Quarantine Guidelines](#) prior to entering a CCV academic center.

c. Health Screenings:

All students that come to a CCV academic center at any time during the semester will be required to perform daily self-attestation health screenings including temperature checks, symptom checks and potential exposure checks. Students will be asked to sign a document at the center check-point attesting they have conducted the health screening and they are symptom-free. If an individual is non-compliant with the screening, they will not be permitted in the academic center.

Each CCV academic center across the state has been assigned a Health Officer. This individual is responsible for ensuring that students are completing the screening and are safe to be in a CCV academic center.

d. Register for SARA:

CCV shall ask students, faculty, and staff to register with [Sara Alert](#) to get daily reminders via text, email, or phone from the Vermont Department of Health to check for signs and symptoms of COVID-19 upon return to campus.

e. Curtail Visitors:

CCV will not be accessible to the public, and visitors are prohibited. Any employee from an outside vendor that must enter a CCV academic center will be required to wear a mask at all times.

f. Testing:

Per the Vermont Agency of Commerce and Community Development, CCV has been exempted from the universal testing requirements within the mandatory campus learning guidance issued by the State.

g. Travel:

Generally, travel for institutional business purposes is not permitted. Supervisor approval is necessary prior to travel.

If institutional travel is required out of state, then a request must be placed with and approved by the President. The individual must then follow all College and State guidance and restrictions.

Any students, faculty, or staff traveling for personal reasons will be directed to comply with the [VT Department of Health Travel and Quarantine Guidelines](#) prior to entering a CCV academic center.

h. Change Academic Schedule:

CCV has modified the academic calendar to decrease the possibility of students leaving the state and subsequently entering a CCV academic center.

In-person class meetings for hybrid courses will not occur before February 1, 2021.

Again, students, faculty, or staff traveling for personal reasons will be directed to comply with the [VT Department of Health Travel and Quarantine Guidelines](#) prior to entering a CCV academic center.

CCV has not yet made decisions about the summer semester, in order to allow more time for events to unfold and new data and guidance to inform this decision.

i. Reduce on-campus events

CCV will not host any events in their academic centers, nor will the College's academic centers be accessible to the public.

2. **DECREASE TRANSMISSION OF COVID-19 AMONG STAFF AND STUDENTS ONCE ON CAMPUS THROUGH EFFECTIVE PUBLIC HEALTH MEASURES.**

a. Face Coverings:

All faculty, staff, students and vendors (including deliveries) will be required to wear facial coverings when in the presence of others. Masks must be worn covering the nose and mouth.

Masks must be worn during all lab and studio time by all parties.

A culture of mutual reminding has been adopted to ensure that our community is respectfully encouraging the use of masks.

Face coverings are not required in private offices when alone.

In addition to the required facial coverings, CCV has installed plexy "sneeze guards" in reception areas where student interaction is likely.

b. Health Screenings:

All students, staff, and faculty that come to a CCV academic center at any time during the semester will be required to perform daily self-attestation health screenings including temperature checks, symptom checks and potential exposure checks.

By marking "IN" on their CCV Outlook Calendars, staff are both noting their presence in a CCV academic center and attesting that they have completed the health screening and are free of listed COVID-19 symptoms.

Students and faculty will be asked to sign a document at the center check-point attesting they have conducted the health screening and they are COVID-19 symptom-free. If an individual is non-compliant with the screening, they will not be permitted in the academic center.

Each CCV academic center across the state has been assigned a Health Officer. This individual is responsible for ensuring that the students are completing the screening and are safe to be on Campus.

c. Contact Tracing Journal:

CCV has designed its return to work and class delivery so that close contact with others is minimized and more easily documented, facilitating any necessary contact tracing.

The majority of CCV staff will continue to work remotely. Staff have been directed to use their CCV Outlook Calendar to note building access, facilitating any necessary contact tracing.

Any student or faculty who wishes to use a CCV computer lab must do so by appointment.

CCV will track all students and faculty who access CCV centers.

d. Hand Hygiene:

CCV understands that good hygiene practices, including hand hygiene is a key resource in mitigating the spread of COVID-19. With this in mind, hand sanitizer is available in reception areas, computer lab areas, classrooms, and restrooms. All restrooms are stocked with soap for proper handwashing.

Additionally, the college has taken steps to place signs in restrooms reminding community members to wash their hands frequently and educating on the proper method to use for effective handwashing.

e. Cleaning and Disinfecting:

CCV has put significant thought and effort into ensuring that the plan for cleaning and disinfecting will be more than adequate to ensure community safety.

High use areas and touch points (bathrooms, common areas, stairwells, doors and doorknobs/bars) will be cleaned by contracted cleaners daily.

Classrooms and Lab Space: All students and faculty are responsible for cleaning their personal table space/work area after conclusion of the learning experience. Cleaning will be completed with the use of supplied disinfectants.

Work Vehicles: All vehicles will be cleaned with supplied disinfectant wipes before and after each use by the driver of the vehicle.

Ventilation and Air Flow: All HVAC systems have been serviced to ensure maximum air quality. In addition, in compliance with State of Vermont requirements, when able given Vermont weather and supervision of equipment and sensitive documents and information, windows and doors can be opened to further promote air flow through buildings.

f. Physical Distancing:

While in any CCV academic centers, all faculty, staff, students and vendors must maintain proper physical distancing of six (6) feet or more. While there is a certain element of self-responsibility to ensure this distancing, CCV has taken steps to facilitate this requirement. The following steps have been implemented:

- Classrooms and Labs have documented maximum occupancy limits that will be followed at all times.
- Employee lunch rooms are closed for gathering and have posted restricted occupancy.
- Furniture has been removed or rearranged to decrease the possibility of groups congregating in one area.
- Signage has been placed throughout academic centers reminding all individuals of the required distancing while on campus.

g. Dining Halls:

CCV does not have dining halls.

h. Classrooms:

All classrooms and labs have been assigned COVID-19 max room occupancy levels. This ensures that there is adequate space in each classroom to ensure proper physical distancing.

Classrooms and labs will be cleaned before and after use by CCV staff. Additionally, students and faculty will be responsible for cleaning their surface area before and after each learning experience.

All faculty and students must be wearing facial coverings during all lab or studio experiences.

In situations where students may be working at a desk area, assigned seating will be implemented. In cases where students may have to work with another individual, lab partners will be assigned for the semester.

i. Residence Hall Density:

CCV does not have residence halls.

j. Athletics:

CCV does not offer or participate in any athletic programming.

k. Performing Arts:

CCV will not host any in-person performing or visual arts events.

l. Protect at risk faculty, staff and students:

CCV is taking every precaution to protect the vulnerable members of our community. Any individual that has a pre-existing condition that may place them at higher risk of contracting COVID-19 or developing severe illness in the event of contracting the virus will be encouraged to maintain remote access to their classes.

m. COVID-19 Trainings for Employees and Students:

All employees were required to complete the [training issued by VOSHA](#) prior to their return on campus.

As a way of ensuring the CCV Community and the public is receiving the same information regarding requirements, expectations, and procedures during the fall semester, all information is posted on CCV's public website.

3. QUICKLY IDENTIFY INDIVIDUALS WITH COVID-19 AND PUT CONTAINMENT PROCEDURES IN PLACE TO MINIMIZE THE IMPACT ON STUDENTS, STAFF AND EDUCATION

a. Adequate Health services:

CCV is a non-residential college and, therefore, does not provide health services. When necessary, CCV will refer students to medical providers in the community.

CCV's United Way Working Bridges Coordinator is also available to offer students and employees assistance with referrals to community health and clinical

providers, health care advocates, medical financial assistance applications, insurance and Medicaid related questions, and prescription drug cost questions.

Additionally, the college has an adequate amount of PPE available to faculty, staff, and students. All staff, faculty, and students will have access to free and readily available mask upon entering any CCV center.

Disposable gloves will be readily available for both employee and student use in centers upon entering any CCV center.

Goggles and or face shields, in addition to masks, will be available for use by faculty and students in the face-to-face portions of required labs.

b. Isolation Procedures:

CCV does not house any students in its academic centers and, therefore, does not have articulated isolation procedures. Any person who tests positive for COVID-19 or is experiencing any symptoms of COVID-19 will not be permitted to enter a CCV academic center.

c. Campus Contingency Plans:

If an outbreak occurs, either within a CCV community accessing an academic center or in a Vermont community, CCV is prepared to move completely online and restrict all access to an academic center. With a low number of in-person classes occurring intermittently through the semester, the model is easily pivoted to completely remote learning.

d. Contact Tracing:

In the event of a positive case, CCV is prepared to work closely with the Vermont Department of Health to assist them in conducting a contact tracing.