

August 31, 2021

Dear CCV Faculty,

In accordance with the CDC's recommendations and the Scott Administration's guidance towards public schools, CCV implemented universal indoor masking in early August. All students, faculty, and guests entering academic centers are required to wear a mask while indoors. Staff are required to wear masks inside when in the presence of others and/or outside their immediate workspace.

As we prepare for the start of the fall semester next week, I want to address some of the questions you may have:

- **Will my classroom be set up for social distancing?** Social distancing is no longer recommended by the VT Department of Health. Where possible, however, CCV has set up rooms to provide some extra spacing.
- **What do I do if a student alerts me right before class that they are sick with COVID symptoms or have been exposed to someone who tested positive for COVID?** If you are meeting in person, let your student know that they should not come to class. Signage at CCV entrances will instruct anyone who is experiencing cough, fever, or shortness of breath to refrain from entering the building. Encourage students to talk with their advisor and contact your coordinator of teaching and learning (CTL) to let them know about the situation.
- **How should I treat an absence in my class when a student is unable to attend because they are sick with COVID symptoms?** Please contact your CTL to talk through the specifics of the situation. However, we encourage faculty to extend flexibility with attendance policies during this time and to work with students, whenever possible, to develop a plan for completing missed class time and assignments.
- **What do I do if a student in my class is not wearing a mask, or wearing a mask incorrectly? What can I ask?** You may inform the student that mask-wearing is required and ask them to wear a mask properly. If the student doesn't have a mask, they are available at the front desk. You may not ask *why* a student isn't wearing a mask, but if a student discloses that they have a college-approved accommodation, you may ask to see the accommodation letter.
- **What do I do if a student says that they have a condition that prevents them from having to wear a mask?** Refer your student to an [accessibility coordinator](#).
- **What do I do if a student says they need a medical accommodation but do not have an accommodation letter from the College? Or if they have documentation from some other source?** You can refer the student to an [accessibility coordinator](#) to follow

the process for requesting an accommodation. The student can and should be expected to wear a mask in the meantime.

- **How will I know if a student has an approved accommodation?** Students with college-approved accommodations will have an accommodation letter provided by their accessibility coordinator. The accommodation letter will outline the conditions required to maintain health and safety standards.
- **What do I do if, even after being reminded of the masking protocols, a student in my class refuses to wear a mask?** Like with any classroom disruption, it's usually best to take a short break to allow the other students to leave the room while you address the disruption with them individually. You can explain to the student that mask-wearing is a safety requirement, and that failure to meet CCV's health and safety standards is considered a violation of the Student Code of Conduct. If the student still refuses to comply or you can't otherwise achieve resolution, you may cancel that day's class and report the Code of Conduct violation via the [reporting form](#).
- **How are decisions being made about mask accommodation requests?** CCV considers all accommodation requests on a case-by-case basis. We must evaluate whether there is a medical or disability related need for the accommodation, and we must consider whether or not the accommodation can be provided without jeopardizing health and safety. Accommodations can only be approved if, along with additional measures and conditions, health and safety standards can be maintained.
- **Can I ask a student why they aren't wearing a mask?** You should not ask *why* a student is not wearing a mask. You may remind them of the masking protocols and ask them to wear a mask. If they disclose that they have a college-approved accommodation, you may ask to see the accommodation memo or you may contact the student's advisor.
- **Can I ask a student if they are vaccinated?** You may ask if someone is vaccinated but you may *NOT* ask to see their proof of vaccination or demand to know *why* they are not vaccinated. Furthermore, it is important to remember there are many reasons why someone may not be vaccinated.
- **Will CCV students be required to be vaccinated?** Vaccination continues to be the most effective way to protect ourselves and each other against the virus. It is our expectation that everyone in our learning community will be vaccinated if they are able to do so. However, as a non-residential college, we do not currently require proof of vaccination except in certain state-mandated programs, and we will continue that practice at this time.

- **What is CCV doing to encourage students to get vaccinated?** The College has launched a social norming campaign with students that includes text messages, emails, posters, and other communication to support student health and make CCV's vaccination expectations clear.

If you have additional questions, feel free to contact your CTL or me. We are updating the COVID-19 page on CCV's public [website](#); you can always check there for the latest information. In addition, we will continue to monitor the guidance provided by State officials and the CDC and will adjust CCV guidance accordingly.

Best,
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