



## MINERAL AREA COLLEGE

### Mineral Area College Return to Campus Plan August 2021

#### Mission

Mineral Area College serves the community by providing students a quality, affordable education and offers opportunities for personal growth and career development in a safe, professional environment.

#### Values

1. Our students can expect excellence, opportunity, and encouragement so they are able to succeed.
2. The development of our teaching and learning environment is a responsibility we share by continually striving for quality in our educational programs.
3. Our curriculum and program offerings effectively serve our community's educational and training needs.
4. We are committed to respecting and caring for one another by being professional, fair, and honest.

This plan aligns with the mission and values of Mineral Area College. Mineral Area College will exercise due diligence with the following guidelines, but students and employees are expected to use care and personal responsibility to protect themselves and others.

#### Masks

Beginning Monday, August 16, all students, employees, and campus visitors are required to **wear masks while in campus buildings and classrooms**<sup>1</sup> except when eating or drinking or when alone in a private office space. MAC Employees may remove masks in employee meetings if distanced at least three feet from each other.<sup>2</sup> The masking requirement applies to everyone, regardless of vaccination status.

**Masks are recommended, but not required, for all public events** – this includes concerts, theatre performances, athletic events, public gatherings or community events on campus regardless of location.<sup>3</sup>

Students and employees will be asked to provide their own masks, or one washable mask will be provided from the student services office.

Employees requesting reasonable accommodations should contact their supervisor and Human Resources to determine possible solutions.

Faculty will be required to have an assigned seating chart for all classes to assist with contact tracing if necessary.

Faculty may remove their masks while teaching if they meet the following requirements:

- They are at least 8 feet from any student, or behind a protective face shield.
- They clean the teaching station after they are finished using it for each non-consecutive course. If the instructor has back-to-back courses they are not required to clean as long as they are the only one using the station and clean the teaching station once leaving the classroom.
- They wear their mask until they get to the teaching station and put it back on any time they leave the teaching station or a student approaches.

College Park residents will be required to wear masks in common spaces. Masks will not be required within their own living units.

Students who choose not to wear masks will be asked to leave campus or be subject to the student discipline process. Students will not be permitted in class without a mask. Any student who refuses to leave class will be counted absent for the day and be reported to the Dean of Students.

### **Course Delivery**

Mineral Area College will be open for on campus learning for Fall 2021. We offer four ways to learn at MAC: Traditional, Online, Hybrid, and Hyflex. [Learn more here](#). Check your schedule to determine which delivery method your course uses.

### **What if a student or employee is diagnosed with COVID?**

If you are diagnosed with COVID-19 by a health care professional, do not return to campus.

Please notify our Contact Tracer by email at [covid@MineralArea.edu](mailto:covid@MineralArea.edu) or by phone at 573-518-2174.<sup>4</sup> All efforts will be made to keep your identity confidential.

Commuter students and employees will be expected to isolate off-campus for 10 days and only return after 24 hours non-medicated with no fever or symptoms. Employees may work from home with approval from supervisor during this time or use sick time. Students will be expected to participate via the internet and keep up on assignments, withdraw if in the specified timeframe, or take an incomplete (I) for the course.

## What if an employee or student is close to someone who is positive for COVID-19?

**Employee:** On August 18, 2020, the CISA (Cybersecurity & Infrastructure Security Agency) updated guidance naming college employees essential critical infrastructure workers. Asymptomatic essential critical infrastructure employees may work during a quarantine while following the CDC guidelines for essential workers, including wearing a mask at all times.

All employees should [self-check for symptoms](#) and not report to work if experiencing symptoms. Employees who have been in close contact (closer than six feet for more than 15 minutes during the infectious period of someone with a positive PCR test) should send an email each work day to [HR@MineralArea.edu](mailto:HR@MineralArea.edu) before reporting to work during the quarantine period. This daily self-check email should report temperature and any symptoms of COVID-19 being experienced. When working during a quarantine, a mask must be worn at all times. Employees should follow guidance from the St. Francois County Health Department website for length of quarantine (infographic included below).

The CDC recommends additional steps for educators who are working during quarantine:

**IF YOU ARE AN ESSENTIAL CRITICAL WORKER WHO HAS BEEN EXPOSED TO COVID-19**

DO	DON'T
<ul style="list-style-type: none"><li>• Take your temperature before work.</li><li>• Wear a face mask at all times.</li><li>• Practice social distancing in the workplace as work duties permit.</li></ul>	<ul style="list-style-type: none"><li>• Stay at work if you become sick.</li><li>• Share headsets or objects used near face.</li><li>• Congregate in the break room or other crowded places.</li></ul>

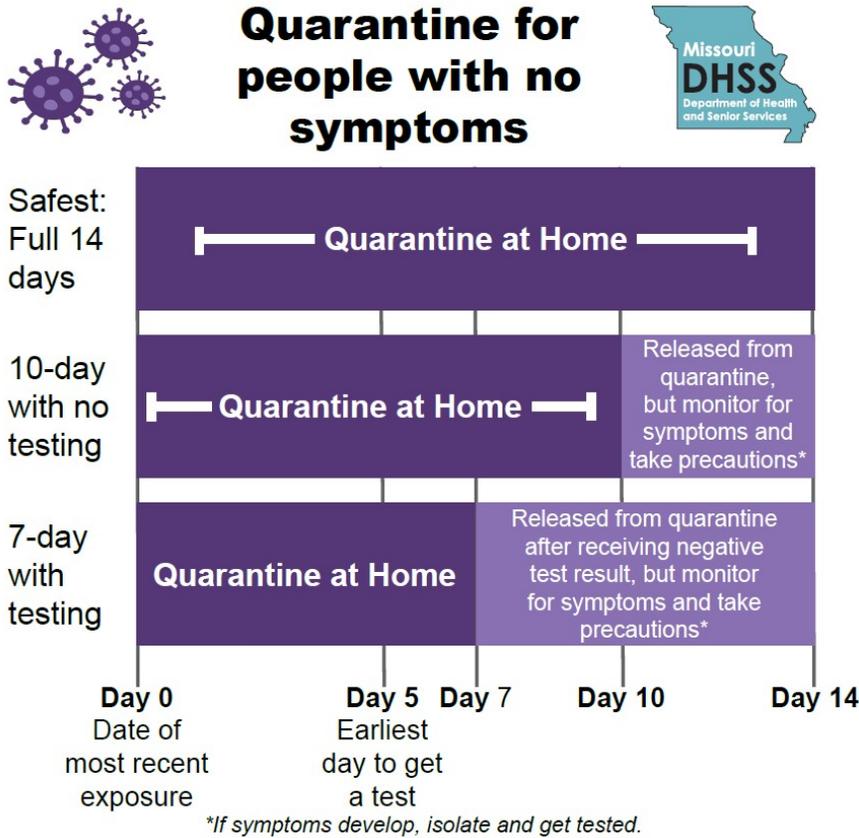
CDC CISA

If an employee has been exposed indirectly (third-party) to someone with COVID-19, they do not have to quarantine unless guided by the St. Francois County Health Department.

**Student:** If a student has been exposed directly to someone with COVID-19, the student must immediately notify our Contact Tracer by email at [covid@MineralArea.edu](mailto:covid@MineralArea.edu) or by phone at 573-518-2174.<sup>5</sup> They also must notify their instructor(s) via email or phone that they will not be attending class.

If it is determined that quarantine is necessary, the instructor will then work with that student to provide coursework online or through Zoom. The student will still be expected to continue coursework or withdraw from the course. Students should follow guidance from the St. Francois County Health Department website for length of quarantine (infographic included below).

The St. Francois County Health Department has provided the following quarantine guidance:



### Employee Travel

Employees who travel to other states are not required to quarantine before returning to work unless they believe they have come in contact with a positive case of COVID-19. All employees should [self-check for symptoms](#) and not report to work if experiencing symptoms.

### Food Service

Food service will be available, though options may be limited to minimize contact. Students and employees are encouraged to practice social distancing and remove masks only when eating or drinking.

## **Performances**

On campus performances will be allowed on a case by case basis and performers may be exempt from masking while performing. Patrons will be expected to comply with current campus masking and distancing guidelines in the seating and lobby areas.

## **Athletic Events**

All games will be played as allowed by the NJCAA and Region XVI. Fans at games will be expected to comply with current campus masking and distancing guidelines.

## **Campus Cleaning**

Classrooms and common areas will be disinfected frequently. Supplies will be provided for instructors and students to disinfect during the day between classes. Hand sanitizer dispensers will be available throughout campus.

## **What can you do to help slow the spread of the COVID-19 virus?**

- Get vaccinated. [Find vaccine near you.](#)
- Wear a mask. Online services may be available. Limited mask supplies will be available, otherwise, students and employees are expected to provide their own mask. Masks must cover mouth and nose to be effective.
- Wash your hands. Use hand sanitizer and wash hands often. Avoid touching your face, and if you must cough or sneeze, please do so in your elbow or use a tissue, then promptly dispose of the tissue.
- Distance. Stay at least 6 feet away from others when possible.
- DO NOT attend class if you are not feeling well or have symptoms below. Please communicate with your instructor in a timely manner BEFORE class. You will still be expected to complete all assignments and may be able to participate via Zoom.
- If you have any of the following symptoms please contact your health provider before you come to campus.
  - Fever greater than 100.4 or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Unexplained muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea

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<sup>1</sup> 11/1/21: Updated guidance to include classrooms.

<sup>2</sup> 11/1/21: Updated masking guidance for employee meetings.

<sup>3</sup> 11/1/21: Updated masking guidance for public events.

<sup>4</sup> 9/20/21: Updated notification procedure for COVID-positive students and employees.

<sup>5</sup> 9/20/21: Updated notification procedure for student exposures.