

Charter College COVID-19 Plan
Revised 04/30/2021

Changes to the COVID-19 Safety Since 03/01/2021

- The maximum capacity for New Mexico campuses was increased to 75%.
- Guests (Persons who are neither Staff nor Students) are allowed on campus if the safety guidelines for the applicable location are followed.
- Food on campus is now allowed including the reopening of vending machines. Proper social distancing must be maintained when uncovering mouth to eat. Note the rules on food and drink in the classrooms and labs have not changed.
- Clearance procedures and timeframes were updated in accordance with CDC recommendations.

In accordance with all local, state, and federal guidelines Charter College's campuses at all locations will operate under the following COVID-19 conditions for the May 10th Module.

- The following blended classes will be offered with a 4.5-hour weekly course meeting that will be conducted via Microsoft Teams video conferencing and will have **no** in person class time.
 - BA1110
 - OFM1050
- The following blended classes will be offered with a 4.5-hour weekly lecture that will be conducted in person.
 - HV1210
 - SS1001
- The following blended classes will be offered with a 2-hour weekly lecture that will be conducted via Microsoft Teams video conferencing and will have **no** in person class time.
 - MA1900
 - PT1900
- The following blended class will be offered with a 5.5 -hour weekly lecture that will be conducted in person.
 - WE1110
- The following blended classes will be offered with a 2-hour weekly lecture that will be conducted via Microsoft Teams video conferencing and an in person 4.5- hour weekly lab session.
 - DA1110
 - DA1130
 - HV1240
 - HV1630
 - MA1320
 - MA1340
 - PT1120
 - PT1320
 - VA1100
 - VA1120
 - VA1200
- The following classes will be offered with two in person 5.5-hour lab sessions per week.
 - WE1310
 - WE1320
 - WE1410

- WE1420
- Externships will take place in person at the assigned location.
- The Associate of Applied Science in Nursing program will hold all Nursing and Science Lab courses on campus. Nursing Clinical courses will be held in person at the assigned location or in the campus Simulation lab. All Nursing, Science and General Education Lectures will be conducted online via Microsoft Teams.

California, Montana, and Washington

During any face-to-face instruction on campus at schools located in California, Montana or Washington the following conditions will be met to mitigate the risk to students and faculty:

- Temperature checks will be conducted prior to entering the campus.
 - Anyone with a temperature of 100.4 or higher will not be allowed to enter the campus.
- A COVID-19 Supervisor has been assigned at every location to monitor the health of the employees and students and enforce the COVID-19 Safety plan; a Supervisor will be available anytime the campus is open.
- A mandatory COVID-19 Safety Training will be conducted in the beginning of each face-to-face class. The training will explain the protective measures in place.
- All persons are required to wear face masks in accordance with that State's Department of Health guidelines, covering the nose and mouth while on campus.
 - The student, staff, or faculty may provide their own mask otherwise the College will provide one.
- The College will frequently disinfect common touch surfaces such as door handles, desks, chairs, equipment, restrooms, and other common surfaces.
- The College encourages frequent handwashing for all students, staff, and faculty. The College requires handwashing at the beginning and end of instruction, before and after going to the bathroom, before and after eating, and after coughing, sneezing, or blowing their nose.
- Hand sanitizer (60%+ ethanol or 70%+ isopropanol) will be available throughout the campus.
- Appropriate social distancing will be kept at all times while on campus except as noted for lab. Students may perform lab activities where strict physical distancing is not feasible; during lab activities, appropriate PPE will be utilized. Appropriate PPE, such as gloves, safety glasses or face shields, will be worn during lab skills practice.
- Maximum class sizes have been adjusted to ensure appropriate social distancing.
- All students, staff, and faculty with COVID-19 symptoms are required to stay home until cleared to return to school; See the next bullet point for clearance details. The following are considered to be COVID-19 symptoms.
 - Cough
 - Shortness of breath or difficulty breathing.
 - Temperature at or above 100 degrees Fahrenheit
 - Fever
 - Chills
 - Muscle or body aches
 - Headache
 - Sore throat
 - New loss of taste or smell
 - Fatigue
 - Congestion Runny Nose
 - Nausea or Vomiting

- Diarrhea
- Signs and symptoms of COVID-19 continue to evolve, please visit the CDC's website at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Students, faculty, and staff who have potentially been exposed to the virus should not come to campus until:
 - cleared by a physician or
 - test negative and are 24 hours symptom free prior to returning or
 - test positive, quarantine for 10 days and are 24 hours symptom free prior to returning.
- Students, Faculty or Staff who have been tested for COVID for any reason, must stay home until the results are available. Students notify your instructors and academic advisor to be cleared to return to campus. Faculty and Staff notify Human Resources to be cleared to return to campus.
- Staff, faculty, or students who fail to comply with any of the above will be sent home.

Alaska

During any face-to-face instruction on campus at schools located in Alaska, the following conditions will be met to mitigate the risk to students and faculty:

- All persons are required to wear face masks in accordance with the State's Department of Health and Social Services guidelines, covering the nose and mouth while on campus or in shared spaces like hallways and bathrooms.
 - The student, staff, or faculty may provide their own mask otherwise the College will provide one.
 - Anchorage: In addition to the use of a mask while on campus, it must also be worn while in shared spaces of all building occupants, like community hallways and bathrooms.
- The College will disinfect common touch surfaces such as door handles, desks, chairs, equipment, restrooms, and other common surfaces frequently.
- The College encourages frequent handwashing for all students, staff, and faculty. The College requires handwashing at the beginning and end of instruction, before and after going to the bathroom, before and after eating, and after coughing, sneezing, or blowing their nose.
- Hand sanitizer (60%+ ethanol or 70%+ isopropanol) will be available throughout the campus.
- Appropriate social distancing will be kept at all times while on campus except as noted for lab. Students may perform lab activities where strict physical distancing is not feasible; during lab activities, appropriate PPE will be utilized. Appropriate PPE, such as gloves, safety glasses or face shields, will be worn during lab skills practice.
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- Students, Faculty or Staff who have been tested for COVID for any reason, must stay home until the results are available. Students notify your instructors and academic advisor to be cleared to return to campus. Faculty and Staff notify Human Resources to be cleared to return to campus.
- Signage will be posted at the entry point and around the campus reminding staff, faculty and students of the safety requirements.
- Staff, faculty, or students who fail to comply with any of the above will be sent home.

New Mexico

During any face-to-face instruction on campus at schools located in New Mexico, the following conditions will be met to mitigate the risk to students and faculty:

- Individuals allowed on campus or in classrooms is reduced to no more than 75 percent of maximum occupancy at any given time.
- Temperature checks will be conducted prior to entering the campus.
 - Anyone with a temperature of 100.4 or higher will not be allowed to enter the campus.
- A COVID-19 Supervisor has been assigned at every location to monitor the health of the employees and students and enforce the COVID-19 Safety plan; a Supervisor will be available anytime the campus is open.
- A mandatory COVID-19 Safety Training will be conducted in the beginning of each face-to-face class. The training will explain the protective measures in place.
- All persons are required to wear face masks in accordance with that State's Department of Health guidelines, covering the nose and mouth while on campus.
 - The student, staff, or faculty may provide their own mask otherwise the College will provide one.
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