

COVID-19
**Fall 2022 Safe
Operating Protocols**



August 2022

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COVID-19 Fall 2022 Semester Safe Operating Protocols

Western Nebraska Community College continues to closely monitor COVID-19. This plan outlines the approved protocols for the Fall 2022 semester, and applies to credit and non-credit classes at all campus locations. The plan is designed to ensure academic and service excellence and safety for students, faculty, staff, and community members as we continue to minimize the risk of exposure to the Coronavirus. Items outlined in this plan are subject to change based on updated recommendations or guidelines from the following:

Centers for Disease Control (CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html#section3>

Panhandle Public Health District (PPHD)

<http://www.pphd.org/>

University of Nebraska Medical Center

https://www.unmc.edu/healthsecurity/_documents/Higher-Education-Pandemic-Recovery-Guide-Step-I-III-5-12-2020-v1.35.pdf

Nebraska Department of Health & Human Services

<http://dhhs.ne.gov/Pages/Coronavirus.aspx>

OpenSmartEDU.org

<https://www.opensmartedu.org/>

Disaster Resilient Universities (DRU) Network

<https://safety.uoregon.edu/disaster-resilient-universities-network>

Communication Methods

WNCC has identified multiple modes of communicating COVID-19 updates, so please pay attention to the following sources for information:

- WNCC email
- [WNCC.edu COVID-19 information page](#)
- WNCC social media
- Local media sources

#HealthyAtWNCC

- WNCC continues to utilize physical barriers (plexiglass, or “sneeze guards”) in areas with high levels of traffic and contact.
- WNCC still has access to Personal Protective Equipment (PPE), hand hygiene products, and cleaning materials to support the college population for this semester as available. WNCC employees should reach out to Administrative Services for those supplies.

Vaccinations

COVID-19 vaccinations are the leading prevention strategy to protect individuals from COVID. WNCC strongly encourages that all faculty, staff, and students, for whom it is medically safe to do so, become fully vaccinated against COVID-19. Current COVID-19 vaccines authorized for use in the United States are [safe and effective](#), widely accessible in the U.S., and available at no cost to all people living in the U.S. Learn more about the [Benefits of Getting a COVID-19 Vaccine.*](#)

Before Coming to Campus

As recommended by PPHD, employees and students should continue to monitor themselves for symptoms related to COVID-19 throughout the semester, and should NOT come to campus if sick or have had exposure to an individual testing positive for COVID-19.

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- *Fever or chills*
- *Cough*
- *Shortness of breath or difficulty breathing*
- *Fatigue*
- *Muscle or body aches*
- *Headache*
- *New loss of taste or smell*
- *Sore throat*
- *Congestion or runny nose*
- *Nausea or vomiting*
- *Diarrhea*

COVID-19 Reporting

Employees that are sick or exhibiting symptoms should report this to their supervisor immediately from home, and in conjunction with their supervisor, implement contingency plans for the department and position. Please contact Jenny Keener in Human Resources for questions.

Students that are sick or exhibiting symptoms should report this to their instructors immediately from home, and in conjunction with their instructor(s), implement plans to complete coursework.

COVID-19 Self-Reporting Form

<https://www.wncc.edu/about-wncc/campus-safety/covid-19-self-reporting-form>.

In addition to reporting to your supervisor or your instructor(s) as mentioned in the previous paragraph, WNCC has implemented a self-reporting form. Employees and students who have met the following conditions are asked to report this information to WNCC by completing the online form.

- You have been excluded from campus because of symptoms
- You have tested positive for COVID-19
- You have had close contact with another person who tested positive for COVID-19
- You have recovered from COVID-19

The form should be filled out in its entirety, and should be filled out each time your case progresses. For example, from exhibiting symptoms, to testing positive, to recovering from COVID-19. In this example, the report would be filled out three (3) times. Questions or concerns about reporting any of this information should be emailed to covid19reporting@wncc.edu and WNCC will respond as soon as possible.

WNCC will utilize PPHD's Public Health Recommendations document, located on the next page, as our guide for determining when students and employees can return to campus.

COVID Unified Command

Comando Unificado de COVID

A partnership of:

Una asociación de:

Panhandle

Public Health District



Public Health Recommendations for the Screening, Exclusion, and Re-Admittance of Ill People

The following symptom screening criteria for ill people is based on the most current research. Because people with COVID have reported a wide range of symptoms – ranging from mild symptoms to severe illness – the following criteria has been developed to assist in identifying possible COVID cases.

People with two of the following: a fever of 100.4 or above, chills, muscle aches, headache, sore throat, nausea or vomiting, diarrhea or fatigue

OR:

Sudden loss of taste or smell

OR:

Has at least one symptom and answers yes to: Have you been around anyone that has tested positive for COVID-19 or is in isolation?

If at home:

- Self-Isolate until results are received
- Test for COVID

If at school/work/childcare

- Go home
- Self-Isolate until results are received
- Test for COVID

<http://www.pphd.org/COVID-19.html>

Re-Admittance to Work/School/Childcare

Symptomatic person who tests positive:

Exclude for:

- At least 5 days since symptoms first appeared, mask for 5 additional days

AND:

- At least 24 hours with no fever without fever-reducing medication

AND:

- Symptoms have improved

Asymptomatic person who tests positive:

Exclude for 5 days from date of test **AND** only allow to return if no symptoms develop, and mask for 5 days.

If symptoms develop, refer to symptomatic positive instructions.

Symptomatic person not tested:

Exclude for:

- At least 5 days since symptoms first appeared, mask for 5 additional days

AND:

- At least 24 hours with no fever without fever-reducing medication

AND:

- Symptoms have improved

OR

- May return to work/school/childcare if an alternative diagnosis is established with a health care provider's note.

Symptomatic person who tests negative:

Exclude until fever free for 24 hours (or meets the work/school/childcare requirements for readmission) **AND** improved respiratory symptoms

Isolation, you have a choice:

- Stay home for 5 days and mask for 5 additional days

OR:

- Stay home for 10 days

There is no reason for a person to get a “negative test” to be cleared for the return to work/school/childcare. A COVID-19 positive individual **does not need** a repeat COVID-19 test, or a note from your health care provider or public health to return.

Revised 08/02/2022

COVID-19 Testing

For information regarding the availability of COVID-19 testing in the Nebraska Panhandle, please visit [PPHD.org](https://www.pphd.org).

WNCC Face Covering Protocol

- Face coverings are no longer required to be worn on WNCC campuses, including classrooms. Individuals wishing to continue wearing face coverings are encouraged to do so and WNCC has a supply of KN-95 masks available.
- Employees – see Nancy or Micah in Administrative Services. Alliance and Sidney employees can inquire in each respective main office.
- Students – see Student Life in Scottsbluff or the main offices in Alliance and Sidney.
- Students in clinicals, internships, student teaching, or other experiential learning activities should follow the protocols regarding the use of face coverings outlined by their partner organizations.

Hygiene Best Practices

Please follow these practices for the safety of all while at WNCC:

- Utilize hand hygiene after entering the building by either: washing your hands with soap and water for 20 seconds or utilizing a hand sanitizing product with at least 60% alcohol.
- Sanitize items between use that are shared between persons.
- Use sneeze/cough etiquette even when wearing a face covering.
- Utilize hand hygiene after coughing, sneezing, blowing your nose, etc.
- Avoid touching your face, eyes, nose, and mouth without properly sanitized hands.
- Reusable cloth face coverings should be laundered after each day.

Cleaning / Infection Control Protocols

FBG services will continue proactively treating classrooms, common spaces, and highly touched surfaces at all locations with My-Shield. This product is an EPA List N approved non-toxic disinfectant that kills 99.99% of coronaviruses and germs on contact, and forms an antimicrobial barrier which provides protection for up to 28 days. This product will continue to be applied by FBG every three weeks throughout the semester.

Routine Cleaning

FBG Services will continue to clean routinely on a daily/nightly basis throughout all WNCC locations utilizing products and practices that are consistent with CDC and PPHD guidelines.

Routine cleaning concerns and requests can continue to be made via the WNCC Requests system in the WNCC Portal by selecting “FBG Custodial Services.”

There are times, however, where it is more practical for staff to clean and disinfect spaces between uses, and employees and students should continue to utilize cleaning supplies given by WNCC to disinfect their work areas, classrooms, and personal spaces throughout the day.

Employees can replenish cleaning supplies by contacting Administrative Services. Be sure to check the label of the cleaning product for disinfection procedures to ensure proper disinfection occurs when cleaning.

Teaching and Learning Environment

Lecture Courses

- Hand hygiene and sanitation materials should be made available to the students before class.
- Faculty should be as flexible as possible while maintaining a consistent leave administration process for students in the classroom.
- Faculty will have the flexibility to conduct class times outdoors when feasible.
- Should a student begin to exhibit symptoms related to COVID-19 in the learning environment, faculty members should respectfully excuse the student from class.

Lab Courses

- WNCC understands there are instances when appropriate physical distancing cannot be maintained, but an awareness of close contact should be maintained.
- During lab courses when students and faculty are working together in close proximity, faculty should co-hort small groups of students together as much as possible for as long as possible to help further reduce the risk of virus transmission.
- Students can participate in internships and clinicals during the Fall 2022 semester.

Employee / Business Travel

All employees will continue to reserve vehicles ahead of time through Administrative Services on the Scottsbluff Campus, and with designated individuals on Alliance and Sidney campuses. Supervisor consideration and approval is required before any travel outside of the WNCC service area. The Travel Request Authorization form, located on the WNCC Portal, must also be completed and approved before the vehicle is authorized for use.

More than one employee will be allowed to use the same vehicle for travel as long as the following measures are utilized during travel:

- If more than one person is traveling, face coverings are strongly recommended for all vehicle occupants. Seat belts must always be worn!
- The vehicle's ventilation system should not be set to recirculation mode, but to allow fresh air into the vehicle for the duration of travel. Fresh air can also be introduced into the vehicle by opening windows frequently, or for the duration of travel.

Student Transport (COVID-19)

WNCC has a process for transporting students to and from campus during this pandemic. See below.

- Employees who request a vehicle for student transport related to COVID-19 testing will be given a WNCC SUV for transport.
- Both the employee and student should use proper hand hygiene before entering the vehicle.
- The vehicle's ventilation system should not be set to recirculation mode, but to allow fresh air into the vehicle for the duration of travel. Fresh air can also be introduced into the vehicle by opening windows frequently, or for the duration of travel.
- Employees should transport no more than two (2) students at one time. Students should be seated as follows to allow for social distancing as much as possible:
 - » One student in the second-row passenger side
 - » One student in the third-row drivers side seat
- All WNCC transport vehicles will be sanitized between use by FBG before it is authorized to be used again.

Travel Requiring Charter Bus / Shuttle

- All travel arrangements that require the WNCC charter bus or shuttle will continue to be scheduled through the WNCC Administrative Services Executive Secretary.
- It is at the discretion of the travel organizer to require face coverings during travel on buses. WNCC strongly encourages face covering usage by all occupants of the buses. Bus/shuttle drivers should refrain from physical contact with travelers and their belongings during the trip.
- The event coordinator will be responsible for maintaining physical distancing during travel and for disinfection of the vehicles during and after use.
- Should any person traveling become ill, or begin to exhibit symptoms of illness during travel, the event coordinator should be responsible for obtaining assistance from their department to activate the Fall 2022 semester student transport process. Persons who become ill during travel should not continue to travel with the rest of the group to further ensure transmission of the virus is limited or non-existent.

Residence Life

Health and Safety Responsibilities

Residence Life will be returning to normal operations. Mitigation measures that will continue to be in effect are listed below.

- Residential students are required to comply with health and safety laws, orders, ordinances, regulations and health and safety guidance adopted by WNCC or WNCC Residence Life as it relates to public health crises, including COVID-19.
- Residential students who are exhibiting symptoms or have tested positive for COVID-19 should follow COVID-19 protocols and remove themselves from classes and activities in order to minimize transmission.
- Adherence to health and safety requirements applies to all residents, staff, and visitors.

Distancing and De-Densifying Efforts

Residential students are required to comply with any de-densifying efforts needed on campus due to COVID-19 or other public health emergency.

Consolidation

Residential students are required to comply with any consolidation efforts needed on campus due to COVID-19 or other public health emergency, including, but not limited to, the relocation of all or some residential students to alternative housing in order to better use our staff/ building resources.

Dining

Dining Services to-go options are available and encouraged for all students.

Cleaning

- Residence Life will educate and inform residential students on appropriate cleaning protocols within their assigned spaces to reduce the spread of COVID-19 within residence halls.
- Residence Life will continue to implement and modify its cleaning protocols to address COVID-19 or other public health emergency in the interest of minimizing the spread of disease.
- Sanitation stations will be provided in all residential environments, equipped with hand sanitizer and alcohol wipes.

Visitation

- Persons visiting the Residence Life areas should not visit if they are ill or exhibiting symptoms of illness. Visitors will be required to comply with all protocols relevant to visitation within this plan.
- Residents visiting other students in college housing are required to follow all college housing check-in and visitation procedures.

Athletics

While participating in athletic functions, WNCC student athletes and athletics staff will be governed by the National Junior College Athletic Association (NJCAA) requirements regarding COVID-19 mitigation and face coverings. WNCC student athletes are encouraged to be vaccinated against COVID-19. WNCC's Cougar Palace (gym) will continue to be open to spectators for athletic events at 100% normal occupancy. It is strongly recommended that spectators, especially those unvaccinated, wear masks, maintain appropriate physical distancing when possible, and utilize good hand hygiene when at indoor athletic events.

For more information on the NJCAA's requirements visit <https://www.njcaa.org>.

Resources

WNCC COVID-19 Web Page

Visit <https://www.wncc.edu/about-wncc/campus-safety/covid-19> to view all information regarding COVID-19 resources at WNCC.

Visitors

All community members, contractors, and vendors are subject to follow the following procedures within the Fall 2022 SOP:

- Before Coming to Campus
- WNCC Face Covering Protocol
- Campus Physical Distancing & Hygiene Practices
- Cleaning / Infection Control Practices
- Residence Life

COVID-19 Concerns or Questions?

Please report **COVID-19** concerns or protocol violations by emailing covid19@wncc.edu. WNCC will follow up on **ALL** concerns or violations reported.