

## RETURN-TO-OPERATIONS PLAN

### ADDENDUM 2: FALL SCHEDULE/STUDENTS

This addendum serves as a continuation of Eastern's Return-to-Operations Plan that was approved by the President's Cabinet on June 2nd, 2020, distributed to employees on June 5th for review, and uploaded to the College website. This document addresses the Fall 2020 semester and the strategies taken to provide quality instruction while maintaining the safety and well-being of our faculty, staff and students.

With guidance received from the Chancellor's Office, federal and state officials, the President's Cabinet, Eastern's Safety Committee, and the Hardy County Department of Health, extensive safety measures were implemented to prepare the College for reopening to faculty and staff. Employees began transitioning from remote to campus-based work on July 13th, 2020 and all faculty will return to campus on August 3, 2020 to begin preparations for classes and continue to work from campus during the fall term. This is subject to change if the Governor would issue a stay-at-home order. *Note: Supervisors will work directly with Human Resource Services to provide accommodations for all employees who are members of CDC-defined COVID-19 high-risk populations, caring for children due to school closure or insufficient day care, and caring for sick or at-risk family members and request assistance such as staggered work schedules or the ability to continue to work remotely.*

The President's Cabinet met on July 20<sup>th</sup> and the decision was made to teach general education, academic and dual credit courses online for the Fall 2020 semester. Students enrolled in career and technical classes will be following mandatory social distancing and safety protocols to complete face-to-face clinical and lab courses in their designated locations. Eastern will begin the first day of classes on Monday, August 10, 2020. This will fulfill the contact hours required for a semester and end classes and exams prior to the Thanksgiving break. *Note: Students who are enrolled in career and technical classes that require face-to-face coursework must notify their instructors immediately if they are unable to attend classes due to COVID-19-related reasons such as: 1) experiencing symptoms and self-isolating, 2) seeking a medical diagnosis or diagnosed with COVID-19, and/or 3) ordered to quarantine by a public health official. All communication will be kept confidential. Instructors have implemented plans to modify course delivery so all course requirements are met. This will also assist the local health department in contact tracing efforts.*

Early entrance courses will not commence until public schools officially open which is currently set to begin on September 8<sup>th</sup>, 2020. These classes will be offered online.

Students who do not have Wi-Fi accessibilities will be allowed to come on campus and utilize Eastern's Student Lounge or Study Room 201 to complete coursework. Wearing a face mask or covering before entering the building is required, no exceptions. Students MUST sign in upon

entering the building through the front doors and inform the front desk receptionist of what area he or she will be utilizing. To comply with safe distancing guidelines, there will be an occupancy limit of ten (10) individuals allowed in the Student Lounge and six (6) in Study Room 201. Plans are in place to extend Wi-Fi to the Eastern Main Campus parking lot until 9:00 pm daily as well. All students MUST exit the building through the south side doors leading out to the solar-canopied employee parking lot.

**REMINDER:** Departments who have students and/or parents who will need access to the Main Campus for registration and/or testing purposes must schedule appointments accordingly. Those departments MUST inform anyone that has an appointment that he or she MUST wear a face mask before entering the building.

All safety and health protocols, such as social distancing, face masks, proper hand-washing, barriers, daily self-assessments, contact tracing, etc. set forth by the Return-to-Operations Plan - Addendum 1 and established on Easterns' campus will be enforced to protect the College community until further notice. Eastern will implement changes when necessary.

Easterns' Return-to-Operations Plan and all addendums will be communicated to all employees, students, and the public via email and on the website. Eastern will continue to monitor the COVID-19 crisis and update the website promptly to reassure students, employees and the public that their health and safety are our number one priority.