Fall 2020 COVID-19 Plans

Academic Affairs
August 6, 2020
Campus Protocols

FACE COVERINGS
Everyone will be required to wear face coverings when two or more people are in the same office or common spaces.

SELF-SCREENINGS
Students, faculty, staff, and visitors must perform self-screenings prior to coming to campus.

SIGNAGE
Campus signage posted around campus including 6ft social distancing markers.
Face Coverings

- Face coverings are optional when faculty/staff are in a single-occupancy office without visitors. Face coverings should be worn during all in-person meetings.
- Faculty may opt to wear a face shield instead of a face covering while teaching and shall maintain 6-feet of distance from others in the classroom.
- In certain learning environments, face coverings may be removed temporarily (with physical distancing) if they impede learning such as in music or language learning classes.
- Individuals may not be able to wear a face covering due to a disability. The Office of Disability Services is working through these accommodations.
COVID-19

**TESTING**
We will offer free testing to students and employees who exhibit symptoms or were exposed to someone who is COVID-19 positive.

**CONTACT TRACING**
Through our contact tracing program, students and employees will be notified if they have been in contact with someone who is COVID-19 positive.

**COVID-19 REPORTING**
The University will provide weekly updates on the number of positive COVID-19 cases reported through our TAMU-CC COVID-19 Reporting form.
Contact Tracing Process

• The University has a contact tracing process in place. Please allow the process to work.
• Maintaining confidentiality is important.
• Inform students they should complete the TAMU-CC Reporting form if they are symptomatic or have received positive test results.
• Report positive cases online through TAMU-CC Reporting Form.
• Contact tracing process will notify close contacts of someone that has tested positive.

TAMU-CC Reporting Form: https://tamucc.co1.qualtrics.com/jfe/form/SV_80S6giUvJo863fD
Dear Students,

I was notified that a student in our class has been diagnosed with COVID-19, more commonly known as Coronavirus. Provided that you adhered to CDC guidelines (wore a facial covering, maintained 6 ft of distance) while in class, you do not need to self-isolate and should keep attending class.

You should also continue to do the following:

Check your temperature daily;

Contact your medical professional if you have any of the symptoms of COVID-19, including, but not limited to, fever, cough, shortness of breath, headache, aches and pains, or sore throat.

If you have questions, please email covidreporting@tamucc.edu.
Faculty/Staff Illness

Please contact your supervisor and they will work with you to ensure coverage of responsibilities.

A faculty or staff member that is sick (symptoms or diagnosis) can use the federal emergency sick leave if a physician or governmental agency required the quarantine, as well as regular sick leave accruals, if the faculty member needs to be out for more than two weeks.

For specific Human Resource information, please visit the HR COVID-19 website at http://hr.tamu.cc.edu/coronavirus/index.html
Scheduling Task Force

- 30 Members met May 13-July 1
- Charge to Reduce Campus and Classroom Density
  - Registrar’s Office changed classroom capacities
- Modality targets identified: 25/50/25
  - Modality determined by course content, student learning needs, and undergraduate level
- Associate deans worked with departments and faculty to identify course modality changes

![Modality Chart]

- 25% Face-to-Face
- 25% Completely Online
- 50% Blended/Web-Enhanced
Classroom Configuration

• Average classroom capacity is between 30-40%
• Hand sanitizer and disinfectant spray
• Plexiglass installed in large and medium-sized lecture halls
Faculty are required to record attendance for all in-person class sessions and establish a seating chart in classrooms where six feet of social distancing is not possible. These requirements support the university’s contact tracing efforts.
Preparing for Absences

- Students may need to quarantine due to potential exposure to COVID-19 or self-isolate due to illness.
- Modify course syllabus to explain how absences will be accommodated.
- Offer remote access to course information and materials in Blackboard.
- If possible, allow students that are quarantining or self-isolating to WebEx (remote watch) class lectures.
- Provide flexibility in accepting late assignments and offering make-up exams.
COVID-19 Impact on Attendance

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given the concerns about COVID-19. Please contact me if you are unable to attend class because you are ill or unable to attend class due to a related issue. It is important that you communicate with me prior to being absent so that I may make a decision about accommodating your request to be excused from class.

Class Recordings

Synchronous (live) sessions in this course will be recorded for students to refer to throughout the semester. Class recordings are reserved for use only by students in this class for educational purposes. The recordings should not be shared outside of class or outside of Blackboard. Failing to follow this restriction is a violation of the TAMU-CC Student Code of Conduct and could lead to disciplinary action.

For additional syllabus text samples, visit http://academicaffairs.tamucc.edu/fall2020covidreferences.html
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<th>Original Course Delivery Method</th>
<th>New Course Delivery Method</th>
<th>Distance Education Fee? (Y/N)</th>
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</tr>
</tbody>
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OFFICE HOURS
You may hold office hours by phone, by WebEx, or in-person, provided health and social distancing protocols are followed. Please keep in mind students may request an in-person visit. If your office does not allow for appropriate social distancing, please work with your supervisor to secure a larger space for the meeting.

ADVISING
Academic advisors will be available for face-to-face, WebEx, phone, or email appointments.

ACADEMIC SUPPORT
Writing Center, tutoring and supplemental instruction available face-to-face and online.

CAMPUS LIBRARY
Campus library will be available for normal library services (some will be limited), curbside pickup option, and 24/7 access to library digital resources.
DINING SERVICES
- All dining locations will be open
- Expanded options and hours
- New meal block plans
- Socially distant dining and carry out options
- Vending will be available as usual; will include face coverings for purchase

BUS SERVICES
- No changes to routes or schedules
- All buses will be equipped with hand sanitizer stations
- All buses will go through enhanced cleaning
- Face coverings required

BOOKSTORE SERVICES
- Avoid lines and order your books online prior to arriving to campus
- To allow for social distancing, book pickup will be at the University Center Ballroom D starting August 10
Monitoring Metrics

• Nueces County COVID-19 Case Growth Trend (7 Day Moving Average)
  ◦ Upward trajectory of new daily cases
• Nueces County COVID-19 Case Growth Trend (Weekly Average)
• TAMU-CC COVID-19 Testing
  ◦ Number of tests given last week
  ◦ Percentage of positive cases
• TAMU-CC Weekly COVID-19 Cases
  ◦ Employees on and off campus
  ◦ Students on and off campus
• TAMU-CC PPE (30-Day Supply)
• TAMU-CC Sanitizing/Disinfection Supplies
• TAMU-CC Housing Isolation Capacity
**Important Dates**

**MOVE-IN**
August 14-17, 2020
Islanders will be assigned specific days to move in.

**FALL BEGINS**
The fall begins August 19, 2020 and classes run through November 24, 2020.

**FINAL EXAMS**
Final Exams will be scheduled December 1-7, 2020.
Per Texas A&M University System, all employees must complete the following TrainTraq trainings:

- “Protocol and Certification for System Member Employees” (course 2114130)
- “Safe Practices for Returning to the Office During the COVID-19 Pandemic” (course 2114131).
Resources for More Information

FALL 2020 PLANS
https://www.tamucc.edu/fall-2020/

ACADEMIC AFFAIRS WEBSITE
https://academicaffairs.tamucc.edu/

ANYTIME, ANYWHERE ACCESS FOR FACULTY
https://iol.tamucc.edu/aaaccess-faculty.html

HUMAN RESOURCES
http://hr.tamucc.edu/coronavirus/index.html