MCCC COVID-19 Reopening Plan

Mercer County Community College

Covid-19 Spring 2021 Reopening Plan (Revised 11/13/2020)

General Principles

● Triggers for each phase will be evaluated by the President’s Leadership Team with guidance from state and local officials with safety being the primary factor in all decisions.
● CDC, NJ State Board of Health, and NAIS, as well as current research on COVID-19 and institutional reopening plans will be implemented
● The preservation of public health and safety should be the primary factor in all decisions made regarding the resumption of any on-campus activities.
● Prior to moving to each new phase, the effectiveness of current measures must be evaluated and modified, as necessary. The PLT will review concerns reported through HR, facilities, and other departments.
● At any point, the college can move backwards, reverting to a prior phase, if needed.

Methodology

● Task force is committed to offer data-driven recommendations.
● Task force collaborated on all topics, focusing on current state and federal recommendations on matters related to campus safety, faculty capabilities, student needs, infrastructural capabilities, course flexibility, instructional tools & resources.
● Data bases of best practices published by the CDC, NJ State Board of Health, and NAIS, as well as current research on COVID-19 and institutional recommendations/reopening plans from around the country is maintained on Microsoft Teams website.
● Solicited, conducted and evaluated formal surveys from students and faculty to drive data-driven decisions.
● Under the direction of co-chairs, independent work was conducted by task force members and official sub-committee meetings were held via TEAMS a total of eight times during charge.

General Infection Prevention

● All students, faculty, staff, and visitors must continue follow facial covering procedures established for Fall 2020. Students, faculty and staff are expected to provide their own facial coverings. Exceptions to wearing a mask will be made in compliance with the American with Disabilities Act.
● All students, faculty, staff, and visitors must continue follow policies regarding the submission of the Symptom Tracker form prior to coming to campus.
● Only those engaged in activities that would normally require gloves, such as food preparation and patient care activities, shall wear them.
● All campus access points will remain open in order to encourage smooth flow of foot traffic and prevent congregations and bottlenecks.
● All students, faculty, staff, and visitors are required to monitor their health prior to arrival on campus, including conducting at home temperature checks and symptom reviews. Anyone with a temperature at or above 100.4°F (38°C) or other symptoms must remain home for 24 hours after the resolution of symptoms without fever reducing medication.
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- All employees and students will be required to watch an educational video, reviewing the above guidelines and other important hygiene measures such as proper handwashing technique.
- The campus community will continue to be educated about infection prevention guidelines through the use of video, signage, and verbal reminders when needed, but employees are not responsible for enforcement.
- In the event a person becomes ill while on campus, the person will be isolated to a low traffic area and offered emergency medical assistance if needed. If assistance is accepted, security and 911 emergency services will be activated. If the individual declines emergency medical assistance, he or she must leave campus promptly.
- Daily cleaning logs should be displayed in all rooms, including classrooms, conference rooms, and bathrooms.
- Facilities completes airflow study for all spaces with recommendations on HVAC changes to increase fresh-air levels in the system. Implement ASAP
- Facilities shares current stores of cleaning supplies, usage rates, and plan to meet expected needs. Implement ASAP
- Security creates a sign-up process for students to receive student IDs. Implement ASAP
- Each classroom should be equipped with a doorstop.
- Increased signage on floors throughout campus, particularly in new spaces identified for on-campus activities.
- Increased signage in public area outlining CDC guidelines on social distancing.
- Bookstore increase/alter hours of operation to accommodate afternoon & evening students. Implement ASAP
- Bookstore develops process for selling face shields. Proceeds used to support student ID initiative and/or other operational expenses.
- Strategically located vending machines stocked with face coverings

General Instructional

- Change “Hybrid” to “In-Person Hybrid”.
- Continue with “In-Person Hybrid” courses outlined in Fall reopening plan (i.e., labs, health profession clinical/lab courses, aviation, etc.).
- Increase number of “In-Person Hybrid” courses to include the following from previously identified “Priority Level II” courses (approximately 30-40 sections): Dance, Photography, ESL, Developmental English, Developmental Math, PE 171
- Increase DLL course offerings (approximately 10-20 classes)
- Faculty should continue to collaborate with Course/Program Coordinator, Division Dean and/or VPAA to determine specific needs for each course/program.
- Encourage more synchronous, “remote” offerings
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- Standard definitions of “In-Person Hybrid”, “Remote” and “Online” instruction should be widely disseminated, including the creation of an educational video outlining each modality.
- Mode of delivery for all course offerings (i.e., face-to-face, hybrid, remote, online) should be clearly communicated to students at point of registration. Mode of delivery should be clearly included in all course offerings regardless of mode. Collaborate with IT & Enrollment Services on developing a “Pop-Up” at point of registration making students aware of lack of transition spaces on campus
- Adjusting classroom capacities should be considered for all modes of instruction.
- Continued professional development offered through MercerOnline to ensure best practices are maintained for hybrid/remote/online course offerings.
- Continued faculty development & support offered through MercerOnline on online resources used for advisement including Student Planner, Microsoft Teams, ZOOM, Blackboard Collaborate, OER and others.
- Division meetings, office hours, student appointments, advisement, and other meetings should be held remotely.
- Assessment and continued development of current attendance policies for instruction shall be determined at the course/program/division level, with input solicited from HR if/when needed.
- Work with IT to develop a “Pop-Up” for students self-registering, making them aware that there is no transition space on campus
- Work with Francis Paixao’s team on creating more educational videos on course modalities
- Vending machines (TBA) to be stocked with masks and sanitized
- Create a plan for a student ID system

General Facilities

- Recommend Kelsey Theater reopening (TBA upon improvement in the current COVID-19 climate and PLT/OSHE approvals) at 25% capacity, congruent with NJ State Guidelines. Protocols for social distancing, mask wearing, ticket purchase limits, symptom tracking and temperature checks will be enacted.
- Mercer County Police Academy resumed training in Sept. 2020
- Campus Bookstore to expand and restructure for afternoon/evening hours for 1-2x/wek
- Testing Center will reopen for small group testing is needed for contractual licensure/certification exams ONLY. Limited capacity and safety protocols to be implemented
- The Gallery reopening (TBA) Protocols similar to Kelsey Theater)