

Pandemic Protocols

Frequently Asked Questions

Once students are seated, are they allowed to remove face-coverings if they are more than 6 feet apart?

Yes, students can remove their face-coverings if they are six or more feet apart. In this case, they may wear their face-coverings but are not required to do so.

What if a student refuses to wear a face covering in class?

You will need to ask the student to leave. Although we care about our students and understand that wearing a face-covering is difficult for some, all guidance tells us for your protection, and for their protection, face-coverings are critical and required. Students who cannot wear face-coverings for medical or other reasons should be advised to take courses virtually while we are in this pandemic. Please note, after consultation with experts, this is not considered an ADA accommodation.

What about when a student says they can't wear a face covering? How should that be handled?

If anyone says that they cannot wear a face covering, then they cannot be on campus. We would try to work with that student to explore virtual learning options.

How frequently are employees expected to complete the COVID-19 Self-Screening Report?

Employees complete the form weekly.

How frequently are students and employees expected to complete the COVID-19 Self-Screening Report?

Students complete the form **daily** if they are coming on campus for face-to-face classes, tutoring, or meetings. Students do not need to complete the form if they are not coming on campus (e.g., taking 100% online courses).

Is the COVID-19 Self-Screening Report FERPA protected?

Yes, the COVID-19 Self-Screening Report is FERPA protected. The information in Moodle also follows FERPA recommendations.

How do instructors know if students have completed the COVID-19 Self-Screening Report and see results?

Results are in your Moodle attendance and grade book. The code is appended to the Student ID in the roster of your Moodle course.

- No code = COVID-free
- -C = COVID-risk
- -NA = Form not completed

How quickly can instructors see the results of student submissions of the COVID-19 Self-Screening Report?

Results are updated in Moodle each hour, so it could take up to an hour for student responses to appear in Moodle for instructors to view.

What if students haven't completed the COVID-19 Self-Screening Report before arriving to class?

Using the handheld "Pause, Preview, Proceed" graphic, instructors should privately ask the student to confirm their responses and have them commit to completing the electronic form in Moodle (it is mobile-friendly so that they can complete it on the phone or device)

How do instructors handle absences in Web Attendance due to COVID-19 symptoms, exposure, or confirmed diagnosis? How does this vary for Face-to-Face, Blended (WB), Hybrid (H), and Online (I) or S) courses?

For financial aid reasons and accuracy of reporting, we must record our attendance weekly – no matter the modality of the course (F2F, Blended, Hybrid, Online). If a student must be self-quarantined, but he/she is able to participate in the course virtually, the student's online participation will count as the attendance in the course, and he/she should not be marked absent. If the student is self-quarantined and unable to participate in the course remotely, he/she will be marked absent for the days missed. However, faculty are strongly encouraged to work with the student, as is feasible, to make up the work as these are unique circumstances that require our flexibility, understanding, and support. Our hope is to "do the students no harm" if there are reasons he/she is missing class beyond the student's control.