

**PHASE 3: CAMPUS OPENS-AUGUST 3, 2020  
EMPLOYEES FULL SCHEDULE- AUGUST 3, 2020  
FACULTY RETURN-AUGUST 12,2020  
CLASSES RESUME -AUGUST 19**

**ALL EMPLOYEES RETURN TO WORK**

- Non-contact infrared thermometer should be used to daily check those entering the college buildings. A flagging (sticker) worn on a lanyard will be used to identify that someone has been screened that day. In compliance with ADA, records of temperature screenings or symptom assessments will be maintained in the Registrar's Office for a length of time determined appropriate by the Arkansas Department of Health. Departments may note that a staff member was not able to work on a given day(s) because they were not cleared to work.
- Practice social distancing.
- Stay at least 6 feet (about two arms' length) from other people.
- No gatherings allowed. Meetings can be conducted with fewer than 10 participants who maintain social distancing (at least 6 feet apart) and wear masks.
- All individuals in public settings (common workplaces, hallways, stairwells, meeting rooms, classrooms, break-rooms, restrooms, etc.) must wear face masks. Those wearing cloth facemasks will be required to wash the covering each day and must have a replacement on hand in the event one is needed.

**SUPPLIES**

Infrared Thermometer  
Face masks \_\_\_\_\_  
Hand sanitizer \_\_\_\_\_  
Mask \_\_\_\_\_  
dispenser \_\_\_\_\_  
Waste bin \_\_\_\_\_  
Acrylic shields \_\_\_\_\_  
Soap \_\_\_\_\_  
Paper towels \_\_\_\_\_

**SIGNS**

Designated  
Entrances/Exits \_\_\_\_\_  
Modified capacity \_\_\_\_\_  
Masks required \_\_\_\_\_  
Wait here \_\_\_\_\_  
Queuing area \_\_\_\_\_

**STUDENTS RETURN TO CAMPUS**

Short mandatory orientation for COVID-19 educational information, technology access and utilization, screening and student identification, other change in campus life information. Very small groups and approximately 50-60-minute time frames. Virtual versions of the orientation will be available.

Class instructional options will be shared by the course instructor. All classes will employ social distancing and students will be required to wear masks until seated in the classroom, and if space allows the students may remove their masks.

Students will be provided options for instruction in most courses and instructors will allow “high risk” students to continue taking classes remotely

#### **SUPPLIES**

Infrared Thermometer  
Face masks \_\_\_\_\_  
Hand sanitizer \_\_\_\_\_  
Mask \_\_\_\_\_  
dispenser \_\_\_\_\_  
Waste bin \_\_\_\_\_  
Acrylic shields \_\_\_\_\_  
Soap \_\_\_\_\_  
Paper towels \_\_\_\_\_

#### **SIGNS**

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Entrances/Exits \_\_\_\_\_  
Modified capacity \_\_\_\_\_  
Masks required \_\_\_\_\_  
Wait here \_\_\_\_\_  
Queuing area \_\_\_\_\_

### **CLEANING OF BUILDINGS, OFFICES, AND CLASSROOMS SUSTAINED**

#### **BUILDING CLEANING AND DISINFECTION PROTOCOLS**

- Protocols for high-risk/high-touch areas (door handles, light switches, handrails, interior doors, door push plates, common spaces, flat surfaces such as tables, any touchable surface or space).
- Increased cleaning will be performed in restrooms and common areas.
- Hand sanitizer dispensers will be placed at entrance/exit points of buildings on campus.
- Computers and copiers will be sanitized with 50/50 mix of isopropyl alcohol and distilled water. Hand sanitizer should be available at each copier, computer area, by shared telephones and shared FAX machines.

#### **DAILY CLEANING PLAN**

Wipe down common touch surfaces every few hours or after each use from 7am to 6:30 pm (determined by use).

Check/refill disposable masks and hand sanitizer

Mop/vacuum floor every few hours from 7am to 6:30 pm (determined by use).