



REENVISION

LAKE ERIE COLLEGE

DR. BRIAN POSLER
PRESIDENT

PREPARED BY KIMBERLY ROBARE
EXECUTIVE DIRECTOR FOR STUDENT AFFAIRS / CHAIR OF EMERGENCY RESPONSE TEAM

IN COLLABORATION WITH DR. BRYAN DEPOY
SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS AND INSTITUTIONAL EFFECTIVENESS

LAST UPDATED MARCH 3, 2021
WWW.LEC.EDU

LAKE ERIE COLLEGE MISSION STATEMENT

Lake Erie College provides an excellent, inclusive, and highly personalized education grounded in the liberal arts tradition. Guided by hope and care, our students are empowered to lead lives of personal significance and professional success as global citizens.

PURPOSE OF REENVISION LEC

To provide a way for our campus community to gather in a safe, supportive and flexible way by re envisioning our shared spaces, to include: instruction, learning, working and living. Modifications to our previous ways are necessary in moving forward in this new era. We are committed to remaining flexible and nimble in our thinking, while continuing to be a College guided by an ethic of hope and care.

COVID-19 SCREENING AND SYMPTOM TRACKING

In conjunction with University Hospitals, Lake Erie College will be using the SAFER messaging system produced by Healthy Roster as it's main source of COVID-19 screening and symptom tracking. The completion of this survey is required every day by everyone in the Lake Erie College community before attending a Lake Erie College sponsored events or coming to campus. The survey is valid for that day only.

Community members (students and employees) are required to show the completed survey upon entering common spaces such as CLASSROOMS, DINING HALL, ATHLETIC FACILITIES and SOCIAL EVENTS. For further instructions and more information, please see **COVID Screening & Symptom Tracking on page 7**

ACADEMIC COURSES

FA 20- All in-person course offerings resumed with proper social distancing protocols, which concluded on November 24.

SP 21- All in-person course offerings resumed with proper social distancing protocols. The Spring 2021 semester start date was changed to Tuesday, January 19, 2021 and the semester will conclude on April 30. Currently, in-person courses are only open to students in degree-seeking or credentialing programs. Additionally, the College added more hyflex options as well as made technology enhancements.

BREAK PERIODS

Lake Erie College is suggesting that, at semester end, offices will stagger personnel to limit the amount of traffic on campus daily. It is suggested more employees work remotely while still maintaining a resourceful campus for families and perspective students. Supervisors and department heads will be encouraged to maintain office staffing as they deem appropriate to meet these expectations. Any community member (student and employee) who is traveling over break periods is encouraged to educate themselves on the state travel restrictions at the time of travel.

CLASSROOMS AND INSTRUCTIONAL SPACES

Under the direction of the Lake Erie College Instructional Spaces work team, classrooms, science labs and computer labs have been modified to meet safety guidelines from the CDC and Lake County Health District. Seating has been reconfigured and courses reassigned to allow 6 feet of social distancing. We ask that no furniture be moved to maintain the proper layout. A cleaning schedule has been created to disinfect shared spaces in between use.

A review of classrooms and common spaces was completed prior to the Spring 2021 semester, including the removal of unused furniture to further spacing of used seating and enhance social distancing protocols. In addition, a review of technology for each space has been completed to ensure successful academic performance no matter the format.

CLASSROOMS AND INSTRUCTIONAL SPACES (CONTINUED)

All students, faculty, and staff are asked to participate in cleaning and disinfecting their spaces between classes with the provided cleaning products. Facial barriers are required at all times while in the classroom. In accordance with the Ohio Department of Health guidelines, face shields are not permissible. Face masks are required and considered more effective in preventing the spread of viruses. Students are required to show faculty a green screen before entering the classroom. Please see **COVID Screening & Symptom Tracking on page 7** for more information.

CLEANING SERVICES

High-touch areas are being deep cleaned and disinfected twice daily by housekeeping staff. This includes: door knobs; light switches; copy machines; computer labs; restroom facilities. Disinfectant sprayers will be used to address larger areas, such as residence hall rooms; locker rooms; classrooms, etc. Sanitizing wipes/spray is available near computer labs and copy machines prior and following use. All sanitizing solutions/wipes will be used utilizing the manufacturer's suggested dwell times to ensure highest level of disinfection for given product. To request cleaning products for your own office space, or to report any needed refill or maintenance concerns, please use this link here: <https://pplant.lec.edu/helpdesk/WebObjects/Helpdesk.woa> Residential students should continue to use the housingmaintenance@lec.edu email to report refills or maintenance concerns. Cleaning checklists will be available in each classroom and common spaces to note date and time of last sanitation.

EMPLOYEES

Understanding there are many added responsibilities at this time, area supervisors will work with individuals, case by case, on their needs to work remote or a modified schedule for those areas where physical presence is necessary. Each area, under the leadership of the individual cabinet member, will establish those guidelines and expectations, within this plan. It is the expectation of the institution that employees and their supervisors will ensure full coverage for excellent student customer service and the best student experience.

Employees are required to self-monitor **daily** for signs and symptoms of COVID-19 as outlined by the CDC. The College will be implementing the Healthy Roster App that ALL employees will be required to log into every morning for clearance prior to coming to campus. The Healthy Roster app will give you a **green screen for clearance** that is mandatory to show to your supervisor and anyone asking on campus prior to having clearance to be on campus. In the event an employee does not meet the clearance of the Healthy Roster App, the employee will be required stay home and to contact their personal physician for further direction before returning to campus. Additional information the Healthy Roster App will be coming out soon.

Wearing of facial barriers is **mandatory** for all employees working on campus, as outlined in the facial barrier information below. Employees will continue to adhere to CDC guidelines for a safe work environment including regular hand washing, cleaning of direct work area, social distancing and the wearing of facial barriers. Employees should continue to report personal travel to Human Resources.

Employees who have come into direct contact with someone who has tested positive for COVID-19 will be required to self-quarantine for 10 days after the last date of contact (or 7 days after a negative test result) and follow CDC guidelines to monitor symptoms. A high-risk exposure generally involves exposure of eyes, nose or mouth, particularly if the individual was in contact of less than 6 feet for a period more than 10 cumulative minutes over a 24 hour period with a person infected with COVID-19, as indicated by a positive COVID diagnostic test. If the employee self-quarantining becomes symptomatic, employee will be required to contact their primary care physician immediately and continue to communicate with direct supervisor and the Director of Human Resources as needed.

EMPLOYEES (CONTINUED)

If an employee tests positive for COVID-19, the employee should stay home for an additional 10 days from the onset of symptoms and not return to work until they have met the criteria to discontinue home isolation. The employee should notify their supervisor and the Director of Human Resources immediately and will be required to self-quarantine for 10 days from the onset of COVID symptoms prior to receiving clearance to come back to campus. Contact tracing will begin and the campus community will be notified (without names) if an employee has a positive COVID diagnostic test.

FACIAL BARRIERS

The wearing of masks/protective facial barrier is mandatory while outside of individual work space/residential space, in addition to maintaining a safe distance from another person (recommended 6 feet). If you are outdoors, your facial mask/barrier may be removed if no other individual is within 6 feet. Masks are required indoors at any time with the exception of your individual work space/residential room.

In accordance with the Ohio Department of Health guidelines, face shields are not permissible. Face masks are required and considered more effective in preventing the spread of viruses.

FOOD SERVICE

Dickinson Dining Hall opened on January 4, 2021 with a modified schedule through January 18. Student meal plans and Storm Dollars were activated as of January 4, 2021. Metz Culinary follows restaurant protocol and guidelines for the state of Ohio, including smaller seating capacity and removal of self serve options.

Dickinson Dining Hall Hours; Brunch 11am-1:30pm; Dinner 4pm-5:30pm from January 4-January 18.
Regular dining hall hours will begin Tuesday, January 19.

- Breakfast 7am-9am;
- Lunch 10:30am-2pm;
- Dinner 4:30pm-7pm

*Dining Hall will be closed in the off hours for cleaning purposes.

Requirements upon entering and remaining in the dining hall:

- Facial barriers over nose and mouth are required unless actively eating or drinking.
- SAFER survey green screen hall (see COVID-19 Screening & Symptom Tracking)

More information regarding the Lincoln Lounge and the Storm Café will be forthcoming via Lake Erie College email.

HOUSING

Campus housing will remain open unless otherwise directed by the Lake County Health Department or other state officials. Students who plan to stay in their campus space over break periods are required to sign up with housing@lec.edu for security purposes.

Move-ins for Spring 2021 semester began on January 2, 2021 and continued through Monday, January 18, limiting the number of people coming and going from a building at each time. COVID-19 screenings were done upon arrival to pick up keys. Testing was required upon return.

HOUSING (CONTINUED)

Facial Barriers: The wearing of masks/protective facial barrier is required while outside of individual residential space, in addition to maintaining a safe distance from another person (recommended 6 feet). Residential space is defined as your individual residential room/apartment. While outside your individual room/apartment, masks are required. This includes (but is not limited to) the hallways, bathrooms, laundry facilities, common areas, etc.

Guest Policy Outside guests (non LEC students) were NOT permitted in residential spaces through January 31, 2021. Lake Erie College students are permitted in all residential spaces provided they are escorted by the resident of the building. Beginning in February, 2021, Non Lake Erie College guests could be registered on a provided link at least 12 hours prior to their arrival by the Lake Erie College student in which the guest is visiting: <https://forms.gle/SBmyUEroGHNv91GZA>

As always, guests should be escorted at all times. One guest per student is permitted at a time inside residential rooms/apartments; therefore, no more than 6 people can be in a room/apartment at one time, providing all residents are present. All guests are expected to follow all Lake Erie College policies, procedures and precautions. The residential student will be held responsible for any policy violation committed by the guest and the guest will not be invited back to campus/the building. Students with guests will be encouraged to utilize common spaces on campus.

Guests are defined as a non resident of the building whether a registered Lake Erie College student or outside visitor.

Judicial Conduct: All students are required to follow the protocol listed in this plan and in the Lake Erie College Student Handbook. Any student who is found in violation of COVID-19 policies and procedures will be subject to judicial sanctions without warning. Students will have a choice between a \$5 fine or 2 hours of community service per each violation.

Maintenance and Housekeeping: In accordance with the CDC guidelines for congregate housing, shared bathrooms will be cleaned twice a day. Trash cans will be emptied regularly. Since the halls are occupied 24 hours, this will include weekends. The Office of Student Life will work with the Director of Housekeeping on scheduling, communication and stock of paper products and soap. Maintenance requests will follow normal protocol. Maintenance will provide a window of arrival for the Office of Student Life to communicate with the resident(s) of the room/apartment. Students who are in quarantine should still report maintenance and housekeeping concerns, but for the safety of all community members, only emergency issues will be addressed until quarantine is completed.

Personal Belongings: The following changes are in place for the 2020-2021 academic year regarding personal belongings in the traditional spaces (Ritter Hall, Andrews Hall, Fowler Hall, Dickinson Hall) and BEDROOMS only of the Founders Court apartments:

- Refrigerators cannot exceed 30 inches in height,
- Futon and other large furniture items are not permitted in the traditional style buildings or shared bed rooms of the Founders Court apartments,
- Any other furniture pieces may not exceed 30 inches in height to fit underneath individual beds;
- Students are highly encouraged to bring and use cleaning supplies throughout the academic year to keep individual highly touched spaces clean.

Residence Life Staff On Call & Rounds: Residence Life staff will remain on call per normal protocol. On Call staff will follow the LEC policy regarding wearing masks/facial barriers. Staff will be encouraged to use common spaces if situations allow (i.e. medical emergencies do not follow the room requirement policy). On Call staff is encouraged to maintain a safe distance while also being available to support while walking buildings and addressing situations. Wellness checks will take place bi-weekly by the Residence Life staff by entering rooms and checking in with residents, specifically on the topic of wellness and precautions. Traditional protocol for Health and Safety communications will apply (24 hour notice). Resident Directors are required to do rounds of respective buildings once a day. Resident Assistants are expected to do rounds on their individual floor/buildings once a day. Issues and concerns will be reported immediately per normal protocol.

POLICIES AND PROCEDURE CONCERNS

With the guidance of the CDC, the Lake County Health Department and University Hospitals, the Emergency Response Team has created this plan to keep our campus and community safe and healthy. All members of the Lake Erie College community (student and employees) are required to follow the protocols listed in this ReEnvision Plan.

Any student who is found in violation of COVID-19 policies and procedures will be subject to judicial sanctions without warning. Students will have a choice between a \$5 fine or 2 hours of community service per each violation. Employees found in violation of COVID-19 policies and procedures will be subject to Human Resources documentation.

QUARANTINE

Community members (students and employees) will be required to quarantine or self isolate for the following:

- Positive COVID-19 test result
10 days from the date of test or 48 hours without a temperature of 100 or above degrees without the use of medication (whichever is longer)
- Exposure to a positive COVID-19 test result
*10 days from the date of exposure or 7 days of the date of exposure with a personal negative COVID-19 test result
test must occur on day 5 of quarantine or later
- 3 or more symptoms
72 hours of self isolation or 48 hours without a temperature of 100 degrees or above without medication (whichever is longer). Symptoms must improve over the time of self isolation or a note from a PCP may be required.

Exposure is defined as within 6 feet of an individual who has tested positive for COVID-19 for a total of 10 minutes or more over a 24 hour period; direct physical contact with the person; shared eating or drinking utensils; bodily fluids touched your skin (cough, sneeze, or respiratory droplets); provided home care to someone sick. Exposure is determined for anyone who meets the definition 48 hours before the positive test result sample is taken.

Someone who has tested positive for COVID-19 is not required to quarantine due to exposure if the exposure happened within 3 months of the positive test result AND the former positive person is not experiencing symptoms.

All individuals who quarantine/self isolate will be required to monitor symptoms for a total of 5 days after quarantine is completed. Those experiencing symptoms during this monitoring period will need to quarantine immediately and wait for further instruction.

SOCIAL PROGRAMS & MEETINGS

Meetings or gatherings that are necessary, will be less than ten (10) individuals where all individuals will maintain a safe distance (recommended 6 feet) from one another and everyone present will wear a mask/protective facial barrier. Students, faculty and staff are encouraged to continue the use of virtual meetings.

Common Areas/Shared Spaces: Under the direction of the Lake Erie College ReEnvision Community Spaces work team, common areas and shared spaces will continue to be adjusted to allow safe social distancing practicing with the removal/rearrangement of furniture and promotional signs.

External Events: External events will be permitted on a case by case basis in accordance to the ReEnvision Plan protocols.

New Student Orientation: New students entering the Fall 2021 semester will be able to have the option of in person and remote orientation. More information will be forthcoming via LEC email.

Residence Life Programming: The Residence Life programming model and requirements for the Resident Assistants will remain for the Spring 2021 semester. Residence Life Staff participated in training to offer alternative suggestions and precautions for programming for the Spring 2021 semester. Alternative programming includes (but is not limited to) door to door programming; sign ups with multiple offerings of the same program; use of common spaces, including those in other buildings; small groups (5 in Apartments, 10 in traditional common spaces); virtual programming and co-programming; programming in larger areas outside of residential buildings. Masks/facial barriers are required at all residential programs.

Social Programs: The Office of Student Life will continue to offer a variety of programs to meet the students' needs including social and educational programming, while practicing precautions regarding COVID-19. Programs and events will be a mixture of hybrid and in person in larger social spaces on campus. Programs and events will follow the protocol set for the country, state, county and Lake Erie College, including number of people permitted in one space, maintaining social distancing, and the wearing of masks and facial barriers. The Office of Student Life will put much emphasis on social media and the presence of social media for our community, including providing educational and social programming through these outlets as well.

Student Organizations: Student Organizations will be encouraged to be as active as possible for the 2020-2021 academic year. Meetings and events will follow the protocol set for the country, state and Lake Erie College, including number of people permitted in one space, maintaining social distancing, and the wearing of masks and facial barriers. A mixture of remote as well as in person options will be available for both meetings and programs or events.

Summer Programs: All summer camps, for internal and external groups, can be scheduled under the guidelines of possible cancellation as the semester continues.

NCAA ATHLETICS

In conjunction with campus protocols, NCAA protocols and GMAC protocols, athletics will continue throughout the spring semester. Student-athlete and department employees are tested weekly and will follow strict guidelines when traveling and competing.

For questions regarding NCAA, GMAC or Athletic Department protocols and precautions, please contact:

Molly Hoffman, mhoffman@lec.edu; x7481

Kim Robare, krobare@lec.edu; x7509

VISITORS

All individuals who visit campus, are required to:

- Register their presence on a “Visitor Log” maintained by the office/department coordinating the visit including COVID-19 screening and temperature checks
- Wear a mask/facial barrier while visiting
- Maintaining a safe distance (recommended minimum 6 feet)

Disposable masks are available upon request and availability. Anyone who has knowingly been exposed to COVID-19 within the last 21 days prior to the visit is not welcome to visit at this time. Offices hosting visitors are responsible for the above protocol and should report any issues to Kim Robare (krobare@lec.edu). Offices hosting visitors should notify visitors at least 24 hours prior to arriving on campus notifying of the Lake Erie College protocol, including the requirement of facial barriers. Frequent and consistent visitors are encouraged to reach out for access to the SAFER messaging system (See COVID-19 Screening and Symptom Tracking)

VENDORS

Deliveries will remain as needed, while minimizing direct contact as much as possible. Items should be delivered in a secure, prearranged, location with no to minimal contact. Recipients will work with supplier on alternate ways to accept the delivery that does not include signing in person. Materials that require contact, all necessary precautions will be taken by the employee, including: maintaining appropriate distance (minimum 6 feet), mask/facial barrier along with additional protective gear (ex gloves etc).

RE ENVISION LEC NEXT STEPS

The Lake Erie College ReEnvision Plan is reviewed and updated frequently to reflect up to date policies and procedures. Please contact Kim Robare (krobare@lec.edu) for previous versions of this document or visit the COVID-19 Policies page on LEO. Lake Erie College will continue to closely monitor the transition and is prepared to adjust the plan as needed out of the well-being for our students, employees and community. We will also continue to be responsive to state and local guidance and direction as provided by the Governor; Ohio Department of Health and Lake County Health Department.

COVID-19 SCREENING AND SYMPTOM TRACKING

In conjunction with University Hospitals, Lake Erie College will be using the SAFER messaging system produced by Healthy Roster as its main source of COVID-19 screening and symptom tracking. An automated survey will be sent to all students and employees by phone and email every day (at 12am) for self monitoring symptoms. The completion of this survey is required every day by everyone in the Lake Erie College community before attending a Lake Erie College sponsored events or coming to campus. The survey is valid for that day only.

Initial Survey message will say: *Please complete your Lake Erie College COVID-19 symptom screening prior to coming into school sponsored events or on to campus.*

Clear Survey results that are not irregular or concerning will produce a “green screen”. If a “green screen” is produced, the LEC community member is welcome to attend College sponsored events and be present on campus. This screen is required to be available for display before entering classrooms, offices, dining hall, participating in riding or practices, etc. This “green screen” will be available for the date the results were produced only.

Clear Survey message will say: *You have been cleared to attend school sponsored events or come on to campus. You could be asked for proof of clearance at any time, so please access your green screen link here: %STATUS_URI%*

Questionable Survey results that are irregular or concerning will produce a “red screen”. The LEC community member will receive a message with instructions. The message will say: *Please stay home. Someone from Lake Erie College will be in contact with you shortly. Thank you!*

If a LEC community member produces a “red screen”, someone at Lake Erie College will receive the following message:

Name on Survey Results: <<NAME of LEC COMMUNITY MEMBER>>

This survey results require immediate attention. Please follow the steps below.

STEP 1:

PLEASE REACH OUT TO THE PERSON VIA PHONE

Instruct person on next steps – stay away from campus or campus events until told otherwise, contact a medical professional and wait for further instruction.

Step 2:

Ensure LEC Community Member’s necessary contacts (IE: supervisor, member of Student Life, and/ or coach, and COVID-19 chair) are notified of the irregular results.

A designee from Student Affairs and Department of Athletics will be notified for any irregular survey results for students. Director of Human Resources will be notified for any irregular survey results for employees.

If a member of the LEC community is experiencing symptoms or test positive for COVID-19, they are required to seek medical attention from: primary care physician, urgent care, walk in clinics, emergency room, etc. The person is required to self isolate/quarantine per the protocol and not return to campus or attending a Lake Erie College sponsored event until they have met the criteria to discontinue home isolation. All information will be handled with the strictest confidentiality.

COVID-19 SCREENING AND SYMPTOM TRACKING (CONTINUED)

Any person experiencing symptoms will be required to stay away from others for 24 hours. If symptom free after this time, they are permitted to come back to campus. If still experiencing symptoms after 24 hours, medical attention will be encouraged and the person is required to stay away from campus for 72 hours (3 days). In keeping with revised and updated CDC guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>), our default exposure will be a 10-day quarantine while the college looks into the nature of the contact. Members of the campus community may have the quarantine time reduced if the distance was verified to be less than the threshold as determined by the CDC. Our primary focus is the safety and health of our campus community, and we appreciate everyone's patience as we work through each potential instance of exposure.

Exposure or close contact is defined as anyone within 6 feet of an individual who tested positive for 10 cumulative minutes or longer over the course of 24 cumulative hours. Contact Tracing includes anyone who fits this definition 48 hours (2 days) prior to the date the positive test sample was taken.

Residential students returning to campus should send notes ahead of time, as they will be required to be quarantined while the note is being verified.

If a family member has/is experiencing symptoms or tests positive for COVID-19, communication should be sent to Kim Robare (krobare@lec.edu). The member of the LEC community should contact primary care physician and follow medical advice. Quarantine will be required until a medical documentation stating the person is symptom free or cleared to rejoin the community has been received and verified.

Any residential student experiencing symptoms or test positive for COVID-19 will be asked to leave campus. If not an option, students will remain in quarantine in their residential space until cleared by a medical professional. Food and other necessities will be delivered by Student Life staff members outside the door and the student will be notified after the staff member is safely away.

If a student or employee tests positive for COVID-19, notification will be sent out to those who may have come in contact (class, practice, meeting, etc) without sharing personal information. Each of these possible exposures will be handled on a case by case basis with the guidance of the Lake County Health District, and CDC. Faculty members are encouraged to take attendance and may be required to report attendance records for notification purposes.

The COVID-19 screening and symptom tracking protocol is in place to help keep our community safe and healthy while being able to maintain the ability of face to face instruction. Students, faculty and staff are required to self-screen using the SAFER messaging system, and any person with a red screen is NOT to attend class, work or participate in any activities until they are cleared. Faculty and staff may establish their own protocols for entry or participation, but it is assumed all members of the campus community are cleared with a green screen prior to engaging in any activity.

It is important that all students, faculty and staff do their part to track symptoms daily and stay home when feeling ill, to help reduce the spread of infection. Embracing this personal responsibility of honest answers, flexibility with work schedules and classes, and overall care for one another will allow traditional experiences and a healthy academic year.

MEDICAL RESOURCES FOR PATIENT VISIT AND TESTING

- www.uhhospitals.org/virtualvisit
- <https://www.uhhospitals.org/make-an-appointment/virtual-visit>
- <https://www.cvs.com/minuteclinic/covid-19-testing?>
- <https://coronavirus.ohio.gov/static/MHSF/testing/Ohio-Pop-Up-Testing-Sites.pdf>
- UH COVID-19 Hotline, 216-767-8228
- Lake Health, Mentor Ohio (“pink building by Winking Lizard”); 440-352-4880
 - Kristin Biddell, CNP
 - Lucy Zappitelli-Sason, CNP
 - Richard Berry, MD
 - Lillian Lopez, DO
 - *Currently taking patients who are experiencing COVID related symptoms*
- University Hospitals Painesville Family Medicine, 440-898-1280
 - *Currently taking patients who are experiencing COVID related symptoms*

Employees who carry LEC's Cigna medical coverage can access MDLive through mycigna.com and utilize tele-health with no copay.

SPRING 2021 CAMPUS PROTOCOL

All members of the Lake Erie College community (employees and students) were required to get PCR testing upon the reopening of campus beginning January 4, 2021. Testing took place on Lake Erie College campus and results were received within 24-48 hours of the sample being taken. Community members had the option to provide a negative COVID-19 test result within 5 days of return to campus OR quarantine for 10 days in lieu of required testing.

Surveillance testing will take place throughout the spring 2021 semester. 10% of the active community will be tested bi-weekly at random to help monitor the success of protocols on campus. Testing is not required but is highly encouraged by all who are randomly selected.

Community members must bring a photo ID (LEC ID is acceptable), wear a mask, and maintain safe social distance at all times. Community members should come get tested and immediately return to quarantine or their permanent address until results are received. **Testing date availability:**

- February 11, 1pm-4:30pm, COE Conference Room
- February 23, 7am-12pm, COE Conference Room
- March 8, 7am-12pm, Osborne Athletic Center Lobby
- March 23, 10am-2pm, COE Conference Room
- April 7, 7am-12pm, Osborne Athletic Center Lobby
- April 22, 1pm-4:30pm, COE Conference Room

New employees are required to get tested before arriving to work through Core Bio Labs. Please email Andrea Myers (amyers@lec.edu) for more information.

In addition to campus wide surveillance testing, the department of Athletics, in conjunction with NCAA and GMAC protocols, will conduct testing weekly of student-athletes and department employees. Cumulative results of this testing will be shared in dashboard reports available to all of campus.

REMOTE INFLECTION AND STAY AT HOME ORDER INSTRUCTION

It is logical to ask for a specific positivity percentage that would trigger a transition to fully remote learning and working. Factors that Lake Erie College will take into consideration will be:

- State health guidelines, recommendations, or mandates
- Lake County Current Public Health Advisory Alert level. Please see for the most current information and definitions: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system/>
- Percentage of Positive Rate within our population as well as rate of increase over time
A general positivity percentage that would prompt an immediate review of again transitioning to a remote environment is 3% of active cases. This percentage is more conservative than the threshold of 5% as per CDC and Ohio Department of Health.
- Number of community members in quarantine for symptoms
- Availability of equipment needed for success and safety (eg Internet, cleaning supplies, etc)
- Acknowledgement of the increase of testing and travel (eg break periods, Athletic and EQ competitions, etc)

Throughout the global pandemic, Lake Erie College will operate under four phases to ensure the well being of all community members, while maintain the tradition and needs of our students.

- **PHASE 1 (current)**
 - Combination of traditional in person instruction with hybrid and hyflex options for students and faculty.
 - Full residential capacity with exceptions made for medical needs and quarantine options.
 - Dining options available for students in person and takeout.
 - Outside visitors and vendors permitted with COVID-19 screening.
 - NCAA Athletics and EQ Riding Team Competitions will be decided by conference requirements and commitments.
 - Offices remain open and available
- **PHASE 2**
 - All in-person style learning options transitioned to remote with the exception of experiential learning experiences such as student teaching, equestrian riding, science labs, internships*
 - Residential spaces will remain at full capacity with exceptions made for medical needs and quarantine options
 - Dining options available for students in person and takeout
 - Outside visitors and vendors permitted with COVID-19 screening
 - NCAA Athletics and EQ Riding Team Competitions will be decided by conference requirements and commitments.
 - Offices remain open and available
 - *See page 11 for list of allowable in person experiences*
- **PHASE 3**
 - All educational opportunities provided remotely and experiential learning options will be reviewed on a case by case basis. ***See page 11 for list of allowable in person experiences*
 - Limited residential options available for students unable to return to permanent residency.
 - Dining options available for dine out only
 - Outside visitors and vendors permitted on a case by case basis.
 - NCAA Athletics and EQ Riding Team Competitions will be decided by conference requirements and commitments.
 - Offices remain open and available with limited staffing and essential employees.
 - *See below for list of allowable in person experiences and page 12 for a list of essential employees*

REMOTE INFLECTION AND STAY AT HOME ORDER INSTRUCTIONS (CONTINUED)

• **PHASE 4**

All educational opportunities provided remotely including experiential learning options
Limited residential options available for students unable to return to permanent residency, in apartment style
No dining options available.
Outside visitors are not permitted or welcome at this time.
NCAA Athletics and EQ Riding Team Competitions will not be competing at this time.
Offices will be closed and available remotely with the exception of essential employees

**See page 12 for list of essential employees*

EXPERIENTIAL LEARNING COURSES AND ACTIVITIES

Internships

Student Worker Experiences for essential offices

School of Business

Accounting Tax Clinic

School of Education

Field Experiences

Student Teaching

School of Equine Studies

Equestrian designator classes that take place on the EQ Center campus

Equestrian Riding Classes (EQR)

Equestrian Methods of Teaching /Training

Equestrian Massage Therapy

School of Natural Sciences and Mathematics

Biology (BI)

Applied Research (AR)

Science (SC)

Environmental Sciences (ES)

Chemistry (CH)

Physician Assistant (PA)

Physical Science (PC)

School of Arts, Humanities and Social Sciences

Art (AT)

Theater (TH)

Music (MU)

Dance (DN)

Visual Communication Graphic Design (GD)

ESSENTIAL OFFICES AND/OR EMPLOYEES:

Human Resources

Security

Physical Plant

Academic Affairs/Advising

Bryan DePoy

Catherine Biesel

Mary Pardee

Heidi D'Angelo

Melissa Borrer

Cole Sulmonetti

Kelly Florentine

Student Life

Admissions and Enrollment Management

Housekeeping

Eric Evans

John McCreery

Mike Brown

Laura Stockhaus

Seth Clark

Pam Hess

Jared Schwenk

Jeanna Purses

Information Technology

Registrar's Office

Equestrian Center Staff

Kimberly Robare

Dawn Cappelli

Zane Johnson

Sarah Dwyer

Debby Savage

Molly Hoffman

Marlene O'Brien

Johnathan Tedesco

WORK TEAMS

Work teams have been established to focus efforts on a specific area of need.

ReEnvision Community Spaces

Chair: Kim Robare; krobare@lec.edu; x7509

Molly Hoffman; Leah Jackson; Rachel Holloman; Amanda Fordyce

Collaboration with Physical Plant, Housekeeping, Metz Culinary and Facilities & Events Planning

Mission: Creating common and shared spaces across campus that are modified to allow for safe socializing, meetings and learning while maintaining the atmosphere of community and gathering.

Athletics ReImagined

Chair: Molly Hoffman; mhoffman@lec.edu; x7481

Sabrina Forstein; Rachel Holloman; Dr. Shana Miskovksy; Dr. Amanda Weiss-Kelly

Mission: To responsibly resume physical activity, utilizing facilities and equipment on campus in accordance with state and local guidelines. Policies and procedures will be continually updated in accordance with those set forth by Lake Erie College, National Collegiate Athletic Association and Great Midwest Athletic Conference

Instructional Spaces

Chair: Amanda Fordyce; afordyce@lec.edu; x7011

Dr. Jenny Swartz-Levine; Dr. Bryan DePoy; Doug Mates, Dr. John Tedesco

Mission: Creating academic instructional spaces that are reasonably safe and modified for a variety of learning objectives.

1). Modifying classroom capacities to allow social distancing, 2). Support classroom technologies to allow for remote learning option access, 3). Identifying non-instructional spaces that can transition into classroom spaces as needs arise

Food Venues/Dining

Co-Chairs: Kim Robare; krobare@lec.edu; x7509 / Laszlo Tomaschek; ltomaschek@lec.edu; x7520

Joe Citriglia; Ron Lukehart; Brian Dirk

Mission: Provide clean and safe dining options for members of the community by adjusting the venues to incorporate recommended responsible practices as it relates to food and dining.

Cleaning/Sanitizing

Co-Chairs: Kim Robare; krobare@lec.edu; x7509 / Barb Marcotte; bmarcotte@lec.edu; x7552

Dr. John Tedesco; Dr. Deborah Schulman; Herb Dill; Molly Hoffman

Mission: Impact the quality of life for students, faculty, and staff by providing housekeeping services in living, learning, and working areas through sanitation, trash collection, air quality and other necessary measures to prevent the spread of germs: 1). Ensure sanitation products are available in all classrooms, computer labs, and common areas to wipe surfaces before and after use 2). Identify locations for sanitation stations around campus which include hand sanitizer and masks 3). Ensure a clear process exists for students, faculty, and staff to report issues with cleaning/ sanitation for timely resolution

WORK TEAMS (CONTINUED)

Signage

Chair: Angela DelPrete; adelprete@lec.edu; x 7230

Dr. Pam Hess; Emily Robinson; Sabrina Forstein; Annalise Kelleher

Mission: Clearly communicate safety policies, procedures, and modifications to regular work/ study practices; post signage in high traffic areas designating procedures for that space Post general signage of College's safety procedures throughout campus.

Public Health Monitoring

Chair: Dr. Deborah Schulman; dschulman@lec.edu; x7351

Dr. John Tedesco; Molly Hoffman; Dr. John Spiesman; Dr. Sean Krammer

Collaboration with Athletics ReImagined and Instructional Spaces work teams

Mission: To ensure that individuals showing signs or symptoms of infection are appropriately supported, quarantined, tested, treated, and monitored. 1). Monitor the health of all members of the campus community. 2). Take temperatures at the gym before all practices, workouts. 3). Take temperatures before allowing entry to the dining hall. 4). Provide guidelines for non-confrontational discussions between community members about health. 5). Develop guidelines for enforcement of mask wearing policy. 6). Accommodate the academic needs of students who are feeling unwell; encouraging flexibility with faculty regarding instructional techniques and attendance policies. 8). Facilitate distance learning for students who are unable to attend class sessions 9). Release students with signs or symptoms from athletic responsibilities including practice, workout, meetings, and competitions 10). Provide alternative work environments and/ or assignments for employees who are unwell. 11). Institute a policy for return to attendance, participation, and/ or work.

Student Orientation, Engagement, Housing

Contact: Kim Robare; krobare@lec.edu; x7509

Mission: The Office of Student Life strives to promote individual student growth, personal achievement and reactive character development through a wide range of programs, and services, intentionally designed to complement and enhance student experience.

Mental Health Resources

Contact: Dr. John Spiesman; jspiesman@lec.edu; x7372

SAFER messaging system produced by Healthy Roster

Contact: Kim Robare; krobare@lec.edu; x7509

Contact: Molly Hoffman; mhoffman@lec.edu; x7481

Contact: Andrea Myers; amyers@lec.edu; x7212

Please visit the following websites for more information:

- <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/home>
- <https://www.cdc.gov/>
- <https://www.lcghd.org/>
- <https://www.nsc.org/>
- <https://www.apa.org/topics/covid-19/student-stress>
- <https://www.apa.org/monitor/2020/04/nurtured-nature>
- <https://www.cigna.com/individuals-families/health-wellness/stress-after-disaster>
- www.uhhospitals.org/virtualvisit
- <https://www.uhhospitals.org/make-an-appointment/virtual-visit>
- mycigna.com
- <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>