

NOC PANDEMIC RESPONSE PLAN

TABLE OF CONTENTS

IN RESPONSE TO COVID-19 PANDEMIC AND CDC RECOMMENDATIONS	3
NOC Emergency Response Team	4
Campus Communications	5
NOC Virtual Backgrounds	5
Additional COVID-19 Resources	5
HEALTH GUIDELINES FOR THE NOC CAMPUS COMMUNITY	5
Personal Health Responsibility	5
Face Covering (Mask) Policy and Guidelines	7
NOC COVID-19 Self-Reporting Form	9
Procedures for Positive COVID-19 Case or Primary Exposure Contact	10
Students	11
Campus Contacts	11
Employees	12
Updated Quarantine Guidance for Individuals Fully Vaccinated Against COVID-19	14
COVID-19 Cases, Reporting and Notifications	15
Cleaning of College Facilities	16
Facilities	16
Vehicles	16
College-Related Travel	16
Study Abroad	16
INSTRUCTION AND LEARNING ENVIRONMENT	17
Library	19
CAMPUS LIFE FACILITIES	19
Residence Halls (Enid/Tonkawa)	19
NOC Food Services (Enid/Tonkawa)	20
Student Center (Enid/Tonkawa)	20
Wellness Center (Enid/Tonkawa)	
Colvin Center (Stillwater)	21
ALL OTHER ACTIVITIES EVENTS AND SERVICES	21

Photography guidelines during the pandemic	22
INTERCOLLEGIATE ATHLETICS PROGRAM	22
NJCAA MEN'S & WOMEN'S SOCCER	23
NJCAA MEN'S & WOMEN'S BASKETBALL	23
NJCAA BASEBALL	23
NJCAA SOFTBALL	23
SPECIAL NOTES	23
REGION 2 PROTOCOLS & POLICIES FOR RETURN TO COMPETITION 2020-21	24
Recommendations	24
Social Distancing	24
Sanitization	25
Pre-participation Exams	25
Requirements	25
Daily/Competition Screening	25
Team Travel	25
Game Management Personnel/Officials	26
In/Post Game	26
NOC Attendance Protocols for 2021 Basketball Season – Released 1.15.2021	27
Post Season Competition	28
Contests	28
Testing	28
COVID-19 Protocols at Winter Championships	28
NJCAA Championships Communication – Postseason Competition	29
2021 Winter/Indoor Championship Alternate Process	29
NORTHERN OKLAHOMA COLLEGE ATHLETICS GRADUAL RETURN TO PLAY FOLLOW COVID 19	
NORTHERN OKLAHOMA COLLEGE AGRICULTURE TEAMS' PROCEDURES FOR COVII	D-19
	30
Measures added to account for health and safety guidelines:	
Upon Arrival	
Face Coverings	31
General Guidelines	31
Practices/Workouts	31
Team Travel	32
NORTHERN OKLAHOMA COLLEGE DEPARTMENT OF FINE ARTS Covid-19 Plan for The Performances	

IN RESPONSE TO COVID-19 PANDEMIC AND CDC RECOMMENDATIONS

Update May 14, 2021

NOC wants all students to have a positive college experience with lifelong memories while supporting the overall health and safety of the Northern Community. We appreciate everyone's effort to exercise caution and to adhere to the NOC Pandemic Response Plan. We are all moving in the same direction and that is to return to normal.

The revised plan has relaxed some of the prior protocols as the College's most recent weekly reports have shown zero positive cases, those in the college community who wish to be vaccinated have had opportunity to do so, and state restrictions along with CDC guidelines have been adjusted recently.

The institution is making these transitions for the summer semester in hopes of providing a 2021 fall semester that is much more like students have enjoyed at NOC in years prior to this pandemic. NOC will continue to monitor guidelines recommended by the CDC for recommended safety protocols in the workplace and classroom and adapt as needed as it has since March, 2020, but desires to provide a "normal college experience" next fall for students.

NOC's Pandemic Response Plan continues to be a collaborative effort, incorporating input from across our campus community.

Listed below are some modifications and important dates for summer and the start of fall semester:

Summer Work Week Schedule for Staff:

All NOC campuses will observe summer hours of operation working Monday through Thursday beginning May 17 through July 29, 8 a.m. – 5 p.m. Normal hours of operation will resume August 2, Monday through Friday, 8 a.m. – 5 p.m.

• Summer Course Schedule Include:

May 10 Begin Early 6/Online Classes
June 7 Begin June 4 Week Classes
June 21 Begin Late 6/Online Classes
July 5 Begin July 4 Week Classes

• Fall Semester begins Monday, August 16, 2021.

NOC Academic Calendar https://www.noc.edu/academics/course-schedules/

The college is lifting its mask policy mandate making masks no longer required, effective immediately. *Exception: masks will be required in certain areas of health services*. Although mask mandates for campus will no longer be in effect, community members may continue to voluntarily wear masks based on their own needs.

To continue campus safety, all NOC students, employees, and visitors are encouraged to maintain 3' social distancing, frequent handwashing, and continued cleaning and disinfecting routines.

<u>Beginning Monday, May 17</u>, campus facilities will also begin to reopen to the public for rentals allowing non-college events back on campus, i.e., civic club meetings, reunions, weddings, day camps, banquets. Food service and catering options will not be available this summer for external events.

The College will start the process of opening back common areas, break rooms, water fountains, ice machines, updating website and relevant signage removal, etc. to have completed by June 15.

NOC Emergency Response Team

The NOC Pandemic Response Plan was a collective effort created by the NOC Emergency Response Team tasked to respond to any event of significant threat to the health or safety of our college community. NOC's Emergency Response Team is a perpetual group that is activated during events that endanger the people and/or damage the facilities of NOC. Membership of this team includes the following as well as other designated representatives as needed from human resources, academics, student affairs, facilities management, information technology and other areas:

- President
- Vice President for Academic Affairs
- Vice President for Student Affairs
- Vice President for Financial Affairs
- Vice President of NOC Enid
- Vice President of NOC Stillwater
- Vice President Enrollment Management
- Dean of Students
- Associate Vice President for Physical Plant
- Vice President for Development and Community Relations
- Director of Information Technology
- Network & Server Administrator

The Emergency Response Team reviewed federal, state and local health guidelines with input from numerous leaders and experts. The Pandemic Response Plan is an ongoing effort developed over the past several months by members of this team.

http://www.noc.edu/Websites/northok/images/NOC%20Safety%20Report 2019.pdf

It is possible that additional ad hoc committees may be formed due to the ongoing situation with the COVID-19 Pandemic to assist the Emergency Response Team. The Development and Communications Department continues to educate and inform the campus community in regards to COVID-19 and the impact on NOC via NOC News updates through emails, website, campus signage, and social media.

Campus Communications

As new procedures and safety protocols are put in place, employees and students will be notified through campus communications. The Crisis Communications Team, a subgroup of the Emergency Response Team, will be involved in the crisis management response and the message communication to internal and external stakeholders. Announcements and updated information will be available on the college website at http://www.noc.edu/emergency/. It is expected that the NOC Pandemic Response Plan will be regularly updated as circumstances change.

NOC Virtual Backgrounds

Downloadable background options for your virtual meetings have been added to our website under the NOC Graphic Standards Guide https://www.noc.edu/about-noc/graphics-standards/. These various backgrounds will allow you to show off your NOC spirit. Images range from the Official Northern Oklahoma College logo to beautiful campus location shots.

Additional COVID-19 Resources

- Resources and Updates from CDC
- https://coronavirus.health.ok.gov/
- Oklahoma State Department of Health Coronavirus Hotline is 1.877.215.8336
- https://www.ed.gov/coronavirus
- https://www.usa.gov/coronavirus/COVID-19 ("Coronavirus") Information and Resources for Schools and School Personnel
- https://www.coronavirus.gov/
- https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html
- https://www.sreb.org/higher-ed-playbook-progress
- https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html

https://211oklahoma.org/ For Oklahoma information and referrals, please dial 2-1-1. From outside Oklahoma, call toll-free 877.362.1606 (Oklahoma City and Western Oklahoma) or 877.836.2111 (Tulsa and Eastern Oklahoma).

HEALTH GUIDELINES FOR THE NOC CAMPUS COMMUNITY

Personal Health Responsibility

The following outlines expectations of all NOC students and employees while on campus. This is not only to protect your health, but the health of our entire community. Your continued support of these guidelines is appreciated.

While we are not requiring vaccinations for our students and employees, we do recommend them to consider being vaccinated if they are not already. Exceptions: vaccination requirements may be required for those participating in allied health, nursing or global education programs.

If you are sick, stay home. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

- Perform a self-screening each morning before arriving on campus. Temperature must be less than 100.4° F/38° C. See Self-Assessment Checklist
- Encourage social distancing guidelines of minimum three feet. Remove unnecessary items in your personal work or living space to create clean counterspaces and support cleaning efforts on common surfaces. Students and employees are responsible for cleaning own personal space.
- Avoid sharing equipment and supplies, i.e. pens and pencils, when conducting business and favor electronic processes over sharing papers when possible.
- Disinfect fax machines, copiers, kiosks and printers in common areas before and after each
 use.
- Wash hands regularly with soap and water for at least 20 seconds. Keep a supply of hand sanitizer (as possible).
- Cover your cough or sneeze with a tissue and then throw it away. Wash your hands afterwards.
- Disinfect all high-touch areas in your home and workplace.
- Do not touch your eyes, nose or mouth with unwashed hands.

NOC continues to provide health and safety materials and supplies for the campus including disposable masks to departments for those who need them. Clear protective barriers are still encouraged in high traffic areas serving the public.

New students and employees can receive their safety materials and supplies via their campus administrator.

CAMPUS CONTACTS:

- Enid Campus: Jeremy Hise, Vice President for NOC Enid, 580.548.2393, jeremy.hise@noc.edu
- Stillwater Campus: <u>Diana Watkins</u>, Vice President for NOC Stillwater, 580.628.6905, <u>diana.watkins@noc.edu</u>
- Tonkawa Campus: <u>Jason Johnson</u>, Vice President for Student Affairs, 580.628.6272, jason.johnson@noc.edu
- Human Resources: <u>Shannon Cranford</u>, Director of HR, 580.628.6229,shannon.cranford@noc.edu

NOC provided wall-mounted self-check stations with a non-contact digital infrared thermometer centrally located on each campus.

- Enid Campus Entrances of Zollars Memorial Library and Mabee Center Fieldhouse; lobbies of Jets and Lankard Residence Halls
- Stillwater Campus 2nd Floor commons area of NOC Stillwater Classroom Building

 Tonkawa Campus – Entrance of Memorial Student Union; lobbies of Markley, Boehme, Easterling, Threlkeld and Mavericks Residence Halls

Additional self-check stations will be added as needed.

Enid Campus – Entrances of Gantz Student Center and Briggs Auditorium

- Tonkawa Campus Entrances of Renfro Center and Kinzer Performing Arts Center
- Stillwater Campus Outside student break room on first floor near computer lab and nursing lab

Face Covering (Mask) Policy and Guidelines

The college is lifting its mask policy mandate making masks no longer required, effective immediately. Exception: masks will be required in certain areas of health services. Although mask mandates for campus will no longer be in effect, community members may continue to voluntarily wear masks based on their own needs.

To continue campus safety, all NOC students, employees, and visitors are encouraged to maintain 3' social distancing, frequent handwashing, and continued cleaning and disinfecting routines.

Syllabus Policy:

To maintain a safe learning environment, delivery format (e.g. traditional, online live, online, etc.) may be changed as needed to align with federal, state, or organizational criteria, and the face mask policy may be reinstated if needed to maintain campus safety. If the course delivery has to be changed at any time during the semester, refer to the Blackboard page of this class for instructions.

NOC COVID-19 Self-Reporting Form

NOC COVID-19 Self-Reporting Form https://www.noc.edu/emergency/noc-covid-19-self-reporting/

WHO SHOULD COMPLETE THIS FORM?

To ensure that Northern Oklahoma College can provide support and resources to students and employees, the College is requesting that the COVID-19 Self-Reporting Form be submitted by an individual when:

- You have received a positive COVID-19 test result (laboratory confirmed case)
- You have been exposed to COVID-19 (direct contact within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period)
- You have symptoms of COVID-19 but have not been tested or have test results that are pending (A comprehensive list of COVID-19 symptoms can be found on <u>CDC website</u>)
- You have an update to provide to any of the above

Students are required to immediately self-report to the appropriate campus administrator a positive COVID-19 test or a primary exposure contact with an individual who has tested positive. Employees are required to immediately self-report to the appropriate campus administrator for contact tracing, as well as notifying their immediate supervisor and the HR Director if they have had a positive COVID-19 test or primary exposure contact with an individual who has tested positive.

CAMPUS CONTACTS:

- Enid Campus: Jeremy Hise, Vice President for NOC Enid, 580.548.2393, jeremy.hise@noc.edu
- Stillwater Campus: <u>Diana Watkins</u>, Vice President for NOC Stillwater, 580.628.6905, <u>diana.watkins@noc.edu</u>
- Tonkawa Campus: <u>Jason Johnson</u>, Vice President for Student Affairs, 580.628.6272, jason.johnson@noc.edu
- Human Resources: <u>Shannon Cranford</u>, Director of HR, 580.628.6229, <u>shannon.cranford@noc.edu</u>

WHAT DOES THIS FORM DO?

This form is how you will notify appropriate campus administrators on the emergency response team and Human Resources about your condition. It will create an email confirmation of the report for illness/exposure/monitoring, help reduce potential exposure to the campus community, and allow the College to assist the ill students, employees, and guests connecting them with needed services. **This form does not take the place of the** <u>daily self-screening</u>.

WHAT HAPPENS NEXT?

Individuals completing this self-reporting form will be contacted by a campus administrator (see campus contacts). If you are experiencing symptoms of COVID-19, or a campus administrator deems it necessary in consultation with the health department, you will then be directed to a health agency for further evaluation and testing. **Please Note:** The College is committed to ensuring that your submission remains private and only will be utilized as a means to provide support and resources.

For a full list of county drive-through testing in Oklahoma, go to https://coronavirus.health.ok.gov/testing-sites. Some health departments also advise the public to check their Facebook pages for more information regarding testing.

State Department of Health Coronavirus Hotline - 1.877.215.8336 https://coronavirus.health.ok.gov/Oklahoma

https://211oklahoma.org/ For Oklahoma information and referrals, please dial 2-1-1. From outside Oklahoma, call toll-free 877.362.1606 (Oklahoma City and Western Oklahoma) or 877.836.2111 (Tulsa and Eastern Oklahoma).

QUESTIONS?

If you have any questions about self-reporting or concerns or do not have access to a computer to complete the self-reporting form electronically, please contact Jason Johnson, Vice President for Student Affairs, at 580.628.6272 or jason.johnson@noc.edu.

Procedures for Positive COVID-19 Case or Primary Exposure Contact

Northern Oklahoma College is following the guidance of national and local health officials, and federal reporting guidelines, in our response to a positive diagnosis on campus. If we receive confirmation that an NOC student or employee has had a positive COVID-19 test or primary exposure contact, there are important measures that will be promptly taken including quarantine or isolation, contact tracing, communication and facility disinfection.

If you feel you have symptoms, or have been exposed to COVID-19, please get tested immediately. COVID-19 Testing Sites

The following definitions (in accordance with county health department officials and CDC guidelines*) will be applied:

Incubation period: The incubation period of COVID-19 is 2 to 14 days. Most people who develop symptoms do so within 3 to 4 days after being exposed to the virus. If you are exposed to COVID-19 and you develop symptoms, you should get tested soon after you develop symptoms. If you are exposed, and you don't develop symptoms, you should wait until 5 days post-exposure to get tested to receive the most accurate result as a potential asymptomatic carrier.

Infected Person: An individual who has tested positive for COVID-19, with or without symptoms, is most likely infectious. According to medical guidelines, an infected person can spread COVID-19 starting from 48 hours (or 2 days) before the person had any symptoms or tested positive for COVID-19.

Confirmed COVID-19 Case: Report of person with COVID-19 and meeting confirmatory

laboratory evidence.

Isolation: is used to separate people infected with SARS-CoV-2 (people who have symptoms of COVID-19 and those who have no symptoms or asymptomatic but have tested positive for infection with SARS-CoV-2), the virus that causes COVID-19, from people who are not infected, even in their own home.

People who are in isolation should stay home until it is safe for them to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom (if available).

Primary exposure (close contact, primary exposure): Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Quarantine: is used to keep someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.

Self-Monitoring: For people without symptoms of COVID-19, but who had a low-risk exposure like being in the same workplace or restaurant at the same time as a COVID-19 case but with no close contact.

- Practice social distancing
- o Check and record temperature twice (2x) a day and watch for COVID-19 symptoms
- o If symptoms develop, self-isolate and seek testing to confirm COVID-19 illness.

Students

Students are required to immediately self-report https://www.noc.edu/emergency/noc-covid-19-self-reporting/ to the appropriate campus administrator a positive COVID-19 test or a primary exposure contact with an individual who has tested positive.

Failure to comply with the college's expectation to self-report is considered a policy violation and will be addressed under the Disciplinary Regulations (reference 2020-2021 Course Catalog and Student Handbook).

Campus Contacts:

Enid Campus: Jeremy Hise, Vice President for NOC Enid, 580.548.2393,

jeremy.hise@noc.edu

Stillwater Campus: Diana Watkins, Vice President for NOC Stillwater, 580.628.6905, diana.watkins@noc.edu

Tonkawa Campus: Jason Johnson, Vice President for Student Affairs, 580.628.6272 Jason.johnson@noc.edu

 Students should self-isolate if they have COVID-19 or self-quarantine if they are a close contact.

^{* &}lt;a href="https://coronavirus.health.ok.gov/">https://coronavirus.health.ok.gov/; https://www.coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html

- If a reported case comes from a source other than the student or Health Department, the campus administrator will contact the person identified as having COVID-19.
- NOC will follow all Health Department guidelines in providing information for contact tracing to
 identify persons who might be infected due to close contact with the identified case. Close
 contact, as defined by CDC, is someone who was within 6 feet of an infected person for a
 cumulative total of 15 minutes or more over a 24-hour period. PLEASE NOTE: During contact
 tracing, the health department staff will not ask you for money, Social Security number, bank
 account information, salary information, or credit card numbers.
- Names and contact information will be collected and tracked by the campus administrator.
- Based on the contact tracing and other steps identified during the above process, the campus administrator will require students to either isolate for 10 days if tested positive for COVID-19 or quarantine for a 14-day period if student has been exposed to COVID-19 (direct contact within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period) before returning to class and normal activities on campus. Identified individuals will be required to monitor their health, wear a face covering, practice good hygiene (including washing of hands regularly), social distance, and stay in communication with the campus administrator during the isolation and/or quarantine time designated by that office.
- Options to reduce quarantine for contacts of persons with SARS-CoV-2 Infection using symptom monitoring – following CDC and public health authorities' guidelines, reducing the length of quarantine may make it easier for people to quarantine by reducing the time they cannot work. A shorter quarantine period also can lessen stress on the public health system, especially when new infections are rapidly rising.

Students and employees' quarantine can end after Day 10 without testing and if no symptoms have been reported during dialing monitoring. After stopping quarantine, you should

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-report to NOC, self-isolate and contact your local public health authority or healthcare provider.
- Wear a mask, stay at least 6 feet from others, wash your hands, avoid crowds, and take other steps to prevent the spread of COVID-19.

CDC continues to endorse quarantine for 14 days and recognizes that any quarantine shorter than 14 days balances reduced burden against a small possibility of spreading the virus. CDC will continue to evaluate new information and update recommendations as needed. See Options to reduce quarantine.

- Any time a student is under quarantine and has had additional close contact with another who has COVID-19, they will need to restart their quarantine.
- Students who have tested positive for COVID-19 do not need to quarantine or get tested
 again for up to 3 months as long as they do not develop symptoms again. Students who
 develop symptoms again within 3 months of their first bout of COVID-19 may need to be
 tested again if there is no other cause identified for their symptoms.
- Follow-up by the campus administrator with each person identified through contact tracing will
 occur regularly to help ensure the mitigation of the virus spreading to other members of the
 campus community.
- Resident Hall Students may isolate or quarantine at home whenever possible; however, if
 isolation/quarantine measures are implemented and the student does not go home,
 arrangements will be made for a separate isolation/quarantine location while the student
 continues to take classes via alternative delivery methods. Students should not fly or use
 public transportation to return home.
- Accommodations for classes will be arranged by the ADA Coordinator and the faculty

- member teaching the course/s. ADA contacts are listed on course syllabi.
- If student receives an Exclusion Letter from OSDH, they are to provide a copy to Jason Johnson at jason.johnson@noc.edu.

Employees

For questions regarding guidance on leave policies, health benefit questions and insurance questions, call Shannon Cranford, Human Resources Director (HR), at 580.628.6229. Policy is subject to change as new information becomes available. All parties should work in cooperation with the Oklahoma State Department of Health and their local county health departments.

Managers and supervisors are reminded they have an obligation to protect the privacy of employee and student health information.

Those who are in a vulnerable population are of the utmost concern. If your health is considered high risk, you provide care for a high-risk individual, have childcare disruption or require modifications to your work, please engage in individual discussions with your supervisor and the HR director. Potential modifications include, but are not limited to, telework, use of accrued leave or leave without pay, adjusted work hours to avoid or reduce contact with others and isolated workstations.

NOTE: The Families First Coronavirus Response Act (FFCRA Leave) requirements expired December 31, 2020. This was a federal requirement that employers provided to employees paid sick leave or expanded family and medical leave for specified reasons related to COVID-19 under the Families First Coronavirus Response Act. https://www.dol.gov/agencies/whd/ffcra

Employees will be required to immediately self-report by completing the online form https://www.noc.edu/emergency/noc-covid-19-self-reporting/ to the appropriate campus administrator for contact tracing (Enid-Jeremy Hise 580.548.2393; Stillwater-Diana Watkins, 580-628-6905; Tonkawa-Jason Johnson, 580.628.6272), as well as notifying their immediate supervisor and the HR Director (Shannon Cranford 580.628.6229) if they have had a positive COVID-19 test or primary exposure contact with an individual who has tested positive.

NOC will follow all Health Department guidelines in providing information for contact tracing to identify persons who might be infected due to close contact with the identified case. Close contact, as defined by CDC, is someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period. Names and contact information will be collected and tracked by the campus administrator. PLEASE NOTE: During contact tracing, the health department staff will not ask you for money, Social Security number, bank account information, salary information, or credit card numbers.

Failure to comply with the college's expectation to self-report is considered a policy violation and will be addressed under Employee Conduct (reference NOC Employee Handbook 2020-2021, Section 3.12 – Standards of Performance and Conduct). They should also follow all guidelines set forth in the following procedures.

- Employee, if at work, is to immediately close their office and go home.
- If employee tests positive for COVID-19
 - Symptomatic—isolate for 10 days from date of symptoms with the first day of symptoms being day 0.
 - Asymptomatic—isolate for 10 days from date of being tested with date of being tested as day 0.
 - May return to work with a Release Letter from the Oklahoma State Department of Health (OSDH).
- If employee lives with/or has on-going contact with a positive COVID-19 case and is
 - Asymptomatic— You should stay home and away from others. Check yourself for fever,

- cough, and shortness of breath for 14 days from the last day you had close contact with the person.
- Become symptomatic (known as an epi link)— employee is to get a COVID-19 test and isolate for 10 days.
- May return to work with a Release Letter from OSDH.
- If primary contact exposure
 - Employee is to get a COVID-19 test within 5-7 days from the first day of exposure with the first day being day 0.
 - Self-quarantine for 14 days starting from the first day of exposure with the first day being day 0.
 - o If test results are negative or if test is unavailable but employee has quarantined 14 days and is symptom-free, the employee may return back to work.
- Options to reduce quarantine for contacts of persons with SARS-CoV-2 Infection using symptom monitoring – following CDC and public health authorities' guidelines, reducing the length of quarantine may make it easier for people to quarantine by reducing the time they cannot work. A shorter quarantine period also can lessen stress on the public health system, especially when new infections are rapidly rising.

Students and employees' quarantine can end after Day 10 without testing and if no symptoms have been reported during dialing monitoring. After stopping quarantine, you should

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-report to NOC, self-isolate and contact your local public health authority or healthcare provider.
- Wear a mask, stay at least 6 feet from others, wash your hands, avoid crowds, and take other steps to <u>prevent the spread of COVID-19</u>.

CDC continues to endorse quarantine for 14 days and recognizes that any quarantine shorter than 14 days balances reduced burden against a small possibility of spreading the virus. CDC will continue to evaluate new information and update recommendations as needed. See Options to reduce guarantine.

- Anytime an employee is under quarantine and has had additional close contact with someone who has COVID-19, they will need to restart their quarantine.
- Employees who have tested positive for COVID-19 do not need to quarantine or get tested
 again for up to 3 months as long as they do not develop symptoms again. Employees who
 develop symptoms again within 3 months of their first bout of COVID-19 may need to be
 tested again if there is no other cause identified for their symptoms.
- If employee receives an Exclusion Letter from OSDH, they are to provide a copy to the HR Director at shannon.cranford@noc.edu.
- If isolation and/or quarantine measures are implemented and the employee must telework from home, arrangements will be made by the HR Director and the employee's immediate supervisor.
- Employees should complete the telework daily log and/or sick leave form while away from campus.

Updated Quarantine Guidance for Individuals Fully Vaccinated Against COVID-19

While mRNA COVID-19 vaccines have demonstrated high efficacy at preventing severe and symptomatic COVID-19, there is currently limited information on how much the vaccines might reduce transmission and how long protection lasts. In addition, the efficacy of the vaccines against emerging SARS-CoV-2 variants is not known. At this time, vaccinated persons should continue to follow current guidance to protect themselves and others.

However, vaccinated persons with an exposure to someone with suspected or confirmed COVID-19 are not required to <u>quarantine</u> if they meet all of the following criteria:

- Are fully vaccinated (i.e., longer than 2 weeks following receipt of the second dose in a 2-dose series, or longer than 2 weeks following receipt of one dose of a single-dose vaccine)
- Are within 3 months following receipt of the last dose in the series
- Have remained asymptomatic since the current COVID-19 exposure

Persons who do not meet all 3 of the above criteria should continue to follow current <u>quarantine</u> guidance after exposure to someone with suspected or confirmed COVID-19.

People who have been in <u>close contact</u> with someone who has COVID-19—excluding people who have had COVID-19 within the past 3 months.

- People who have tested positive for COVID-19 within the past 3 months and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms.
- People who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.
- People who have been in close contact with someone who has COVID-19 are not required to quarantine if they have been fully vaccinated against the disease within the last three months and show no symptoms.

COVID-19 Cases. Reporting and Notifications

Northern Oklahoma College will be reporting weekly on positive cases and required quarantine cases associated with students, faculty and staff. The <u>Weekly Pandemic Situation Update</u> will be posted on the emergency page by the close of the business day each Friday to keep the campus community informed.

Campus community members who are directly impacted by any particular case will be notified directly by the Health Department and/or campus officials to ensure privacy and confidentiality, as required. Consistent with the public health department and Centers for Disease Control and Prevention (CDC) protocols for infectious disease response, any campus community member identified as having had close contact with these individuals while on campus or at a campus-affiliated location will be notified and may be told that they need to quarantine. Facilities that have been visited by those who test positive and/or had symptoms of illness will be temporarily closed if appropriate and then thoroughly cleaned and disinfected.

For student cases – NOC employees will receive a student notification letter via e-mail from Jason Johnson, Vice President for Student Affairs, informing them that one of their students is in quarantine or self-isolation and tentative date of return. Please note, this student notification does not mean the student has tested positive for COVID-19, and the student may not have exhibited symptoms. Anyone at risk of primary exposure will be notified by the Health Department during the contact tracing process. Anyone NOT directly contacted by the Health Department should not be concerned at this time.

For employee cases – NOC supervisors, appropriate vice president(s) and the HR director will receive an employee notification letter via email from Jason Johnson, Vice President for Student Affairs, informing them that one of their employees is in quarantine or self-isolation and tentative date of return. This does not mean the employee has tested positive for COVID-19, and the employee may not have exhibited symptoms. Anyone at risk of primary exposure/close contact will be notified by the Health Department during the contact tracing process. Anyone NOT directly contacted by the health department should not be concerned at this time.

Quick Links:

- NOC Pandemic Response Plan http://www.noc.edu/emergency/.
- Weekly Pandemic Situation Update https://www.noc.edu/emergency/weekly-pandemicsituation-update/
- For any follow-up questions, please send an email to covid-19@noc.edu.
 Your question will be routed to the appropriate NOC emergency response team member to address.

Cleaning of College Facilities

Facilities

- NOC Physical Plant is providing touch-point cleaning and disinfecting daily in campus buildings, classroom spaces, common areas and public spaces. Custodial staff will work diligently to clean classrooms, libraries, tutoring and testing centers and other high traffic areas a minimum of once every day. Students and employees will have access to disinfectant to wipe down their areas more frequently if they so choose.
- NOC will maintain alcohol-based or equivalent hand sanitizer and replacement wall-mount dispensers to refill the currently-installed hand sanitizers located throughout the campus locations. Physical Plant will work to procure and distribute necessary cleaning supplies for individual departments. Additionally, the college has purchased electrostatic disinfection foggers to disinfect high traffic and targeted area. The HVAC systems on the Enid and Tonkawa campuses will be upgraded to replace the roll filter media systems to pleated filter systems. This is a result of the recommendations from ASHRE, CDC, APPA and other agencies to provide filtration, If possible, of at least MERV 8 rating. The NOC Stillwater Classroom Building, as a newer construction, was designed to meet this standard.

Vehicles

- Because vehicles are often returned after hours and checked out before normal work hours, physical plant staff will not always have access to provide additional cleaning. In an effort to provide additional cleaning protocol to college vehicles, each employee using a college vehicle should wipe down the interior upon return to campus. Disinfectant will be available in all vehicles.
- Upon return to campus, the employee is asked to wipe down the steering wheel, door handles, seat belts, and any other visible surfaces the driver and/or passengers in the car may have touched. Cleaning supplies will be available at each campus location.
- For individual travel, employees may opt to use personal vehicles if preferred. See NOC
 Travel Rules for additional guidelines, travel requisition forms and reimbursement.

College-Related Travel

Given the continuing guidance of state, federal and the college's domestic and international travel guidelines are as follows:

- All restrictions on in-state travel have been lifted and normal processing of requests and approvals should be followed.
- All out-of-state and college-sponsored international travel will be reviewed on a case-by-case basis and employees must complete appropriate travel request forms and pre-approved by the appropriate Vice-President and the President.

Study Abroad

College-sponsored international travel may be approved on a case-by-case basis based on current travel restrictions and CDC guidelines. NOC is currently monitoring and will adjust as necessary. Please check Global Education online at www.noc.edu/ge.

NOTE: Effective January 12, 2021, The Centers for Disease Control and Prevention (CDC) within the Department of Health and Human Services (HHS) issued an Order on January 12, 2021

requiring proof of a negative COVID-19 test or documentation of having recovered from COVID-19 for all air passengers arriving from a foreign country to the US. On January 25, 2021, CDC posted a revision to this order. This Order will be effective on January 26, 2021. To view the order, go to https://www.cdc.gov/quarantine/fr-proof-negative-test.html.

INSTRUCTION AND LEARNING ENVIRONMENT

The following course formats were available in 2020-2021 and will continue to apply to Summer 2021 courses and as a contingency for 2021-2022 with CDC guidelines reviewed as the fall semester draws nearer. Employees and students are encouraged to follow CDC recommendations and be vaccinated so that we can continue to offer a safe campus environment.

- Faculty members may use a combination of methods (e.g., face-to-face/ITV instruction, recorded course lectures and discussions, online assignments, synchronous videoconference meetings, projection to an alternative ITV room, projects) to achieve this aim.
- Students enrolled in in-person courses who must self-isolate due to primary exposure or active symptoms should contact instructors PRIOR to class time to request shifting to online live access from home.
- For the purpose of the institutional attendance policy, in-person and online live attendance
 will be considered as equivalent. Students enrolled in courses with either of these formats
 who are not able to attend should contact instructors as soon as possible and provide
 documentation for any urgent medical issues that prevent attendance so that they may be
 given alternative opportunities to access course content. Attendance must be taken for all
 classes as it may be needed for contact tracing and federal financial aid purposes.
- Students who are enrolled in online live sections may meet attendance requirements with virtual attendance if they have the required computer camera and microphone and demonstrate they are engaged in the class, following the same rules for in-person participation as set by the instructor. Students who are not enrolled in an online live section who must miss due to documented school-related or medical absence can access equivalent course content either through material posted online or a Zoom link set up for temporary virtual attendance, provided the request to the instructor is made the day prior. All other attendance via Zoom is at instructor discretion.
- Whenever possible, class sessions should be recorded and recordings posted online
 to provide access for students unable to attend due to documented health concerns. Where
 recording is not possible, material may be posted online to provide students access to missed
 content.
- Codes of student conduct apply to online live sections just as they do to in-person classes, including dress code appropriate for a classroom setting.
- Students should connect to their courses away from children and others not enrolled in the course to avoid disruptions and to ensure content is appropriate for all listening (e.g. criminal justice issues that may not be age appropriate for children).
- Personal home backgrounds must not have offensive visuals (e.g. signs, clothing) visible to the computer camera.

Note: some courses may offer a combination of formats (e.g. face-to-face or online live depending on the students' location).

In-Person Classes	Live Online Classes	Online Classes
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- Courses meet at designated times on one ofNOC's campuses.
- Instructors are available forlive instruction and office hours to assist with classroom questions, tutoring, and/or advisement.
- Institutional attendance requirements must be met.
- Students interact with the instructor and other studentsin the classroom setting andmay engage with peers and staff in other social settings, including through clubs and organizations while maintaining social distancing.
- A selection of coursework (including most labs, Fine Arts classes, HPER classes, and other coursework for which activities rely more onface-to-face instruction will be offered in this format witha contingency plan in place to move to online should CDC safety standards require.)
- Social distancing guidelines will be applied with assigned seating to limitrisk.
- As needed for distancing, courses such as lab

- Courses meet at designated times (synchronous) but students access courses through clicking on a Zoom link.
- Students may request appointments via Zoom during instructor office hours.
- Institutional attendance requirements are met by students connecting during scheduled class time or in some cases with in-person attendance with social distancing guidelines followed.
- Students are able to see the instructor and most classmates on the computer screen in individual windows, and instructors can share their teaching screens with students to see what would have been on whiteboards in traditional class settings.
- Students interact with the instructor and other students online during real class time, engage in classroom discussion to ask questions of the instructor or other students, and can use the Chat function to post questions.

- Courses are taught through the Blackboard learning management site, where instructors may post any of the following: course notes, class videos, assignment sheets, etc.
- Institutional attendance requirements are met by students submitting work and participating in online discussions.
- Students have deadlines throughout the course but do have some flexibility in when to access materials and complete assignments.
- Students do not typically interact with the instructor or other students in real time, but may use online tools such as the discussion board for online interaction and be asked to read and respond to classmates' posts.
- Instructors are available via email for questions about course material.
- For lab science courses, all labs will be either virtual or "complete at home."

Technology needed:

Computer with reliable WiFi

sciences will alternate days of attendance and virtual labs.

Technology needed:

Computer with reliable WiFi

- For lab science courses, labs may be integrated into class as a virtual or "complete at home" option, or students may be required to attend an onsite lab session as noted in schedule.

Technology needed:

Computer with camera and mic and reliable WiFi

Library

The Library will operate at normal business hours. Furniture in public spaces will be arranged to ensure appropriate social distancing with barriers or shields added in shared computer stations.

CAMPUS LIFE FACILITIES

Residence Halls (Enid/Tonkawa)

The student housing plan includes increased frequency of cleaning, acquisition of specialized disinfecting equipment, and dedicated spaces reserved for student isolation and/or quarantine, if necessary.

The following is a list of protocols to continue to provide safety for our students for the fall 2021 semester:

- When completing the housing application, students who self-disclose their proof of vaccinations may be housed with like students in college housing.
- Appropriate social distancing must be used at all times in the residence halls.
- We strongly recommend you wash your hands for a minimum of 20 seconds regularly. We also encourage residents to clean and disinfect your room often as well as commonly touched surfaces in your suites.
- Residents are responsible for cleaning their own personal space and are required to empty their trash in the trash receptacles located outside the buildings. No resident trash may be placed in common area trash cans such as bathrooms and lobbies.
- Perform a self-screening each morning before arriving on campus. Temperature must be less than 100.4° F/38° C. See Self-Assessment Checklist.
- Temperature checks will be provided upon request from the residence hall director. We recommend that students bring a personal thermometer with them.
- Resident Hall Students may isolate or quarantine at home whenever possible; however, if
 isolation/quarantine measures are implemented and the student does not go home,
 arrangements will be made for a separate isolation/quarantine location while the student
 continues to take classes via alternative delivery methods. Students should not fly or use
 public transportation to return home.
- If you are in isolation and/or quarantined on campus, arrangements for delivered meals will be provided by the housing staff via NOC Food Services. Delivered meals will be charged to your meal plan accordingly.

NOC Food Services (Enid/Tonkawa)

Food services and catering options will not be available this summer for external events. Prior to the start of the fall semester, food services in Tonkawa and Enid will be re-evaluated based upon the current NOC Pandemic Response Plan guidelines in place.

Wellness Center (Enid/Tonkawa)

The wellness center in Tonkawa will be open to members of the public and paid memberships, employees, and students from 8:30 a.m. to 4:30 p.m. Monday through Thursday for the summer. Operation of the wellness center or access to is subject to change.

At the beginning of the Pandemic, NOC proactively froze all Wellness Center memberships when the center closed to the public and upon reopening, NOC will reactivate and extend existing memberships accounting for the time the facility was closed.

Patrons are responsible for cleaning equipment before and after use as well as encouraged to still bring their own water bottles.

Colvin Center (Stillwater)

https://go.okstate.edu/coronavirus/campus-reopening-plan/plan-at-a-glance/campus-life-facilities/colvin-recreation-center.html

ALL OTHER ACTIVITIES, EVENTS AND SERVICES

All college related activities and events, both on campus and off, should follow the current NOC Pandemic Response Guidelines in place.

Beginning Monday, May 17, campus facilities will also begin to reopen to the public for rentals allowing non-college events back on campus, i.e., civic club meetings, reunions, weddings, day camps, banquets. Food service and catering options will not be available this summer for external events.

Summer camps will also once again be held on campus. Approved camps will be day camps only; overnight camps will not occur this summer.

Photography guidelines during the pandemic:

Photography guidelines should follow the current NOC Pandemic Response Guidelines in place.

INTERCOLLEGIATE ATHLETICS PROGRAM

The following are specific guidelines for basketball, baseball, softball, soccer and cheer. NOC policies and guidelines must be followed at all times. For updated Spring 2021 team schedules, visit our athletic websites at www.nociets.com and www.nociets.com and www.nociets.com and www.nociets.com and www.nociets.com.

Below is the updated NJCAA Rules:

NJCAA MEN'S & WOMEN'S SOCCER

For Spring Championship Season the following will apply:

- Practice will be permitted to begin starting March 15, 2021.
- Competition will be permitted to begin starting April 2, 2021.
- Maximum of 14 games.
- All regular season, region, and district competition completed by May 24, 2021.
- NJCAA Men's & Women's Soccer Championships beginning June 2, 2021.

NJCAA MEN'S & WOMEN'S BASKETBALL

For Spring Championship Season the following will apply:

- Practice will be permitted to begin starting January 6, 2021.
- Competition will be permitted to begin starting January 22, 2021.
- Maximum of 22 games.
- All regular season, region, and district championship competition completed by April 10, 2021.
- NJCAA Men's & Women's Basketball Championships beginning April 19, 2021.

NJCAA BASEBALL

For Spring Championship Season the following will apply:

- Practice will be permitted to begin starting January 10, 2021.
- Competition will be permitted to begin starting January 22, 2021.
- Maximum of 56 games (not dates) against outside competition.
- All regular season, region, and district competition completed by May 23, 2021 NJCAA Division III Baseball Word Series held May 29, 2021 June 2-3, 2021. NJCAA Division I Baseball World Series held May 29, 2021 June 4/5, 2021.
 NJCAA Division II Baseball World Series held May 29, 2021 June 4/5, 2021.

NJCAA SOFTBALL

For Spring Championship Season the following will apply:

- Practice will be permitted to begin starting January 10, 2021.
- Competition will be permitted to begin starting January 22, 2021.
- Maximum of 30 dates against outside competition.
- All regular season, region, and district competition completed by May 19, 2021.
 NJCAA Division I Softball Championship held May 25-29, 2021.
 NJCAA Division II Softball Championship held May 25-29, 2021.
 NJCAA Division III Softball Championship held May 27-29, 2021.

SPECIAL NOTES

- All championship dates are subject to change based on championship facility availability.
- In the NJCAA, a scrimmage is athletic competition against any outside team or individual that is not an official contest or practice. Scrimmages must meet the NJCAA scrimmage definition defined in Article VII, Section 2.B and may not include more than two outside opponents.
- Official eligibility must be filed in accordance with the national bylaws prior to the first competition.
- For questions, please contact: Alan Foster, Athletic Director at alan.foster@noc.edu.

REGION 2 PROTOCOLS & POLICIES FOR RETURN TO COMPETITION 2020-21

These ideas are representation of protocols and policies that should be considered by Region 2 for either suggestions to member schools and/or mandatory policies for Region 2.

The recommendations and requirements below apply to all region and non-region contests. The recommendations and requirements are established as a minimum standard and institutional protocols take precedents. This is a fluid document and will be amended as

changes occur within CDC guidelines.

Recommendations

Social Distancing

- Social distancing should be encouraged at all times (six feet at a minimum).
- Consider limiting staff to only essential personnel.
- Consider the capacity of rooms/buildings and consider a reduction in this number.
- Large social gatherings in any spaces should be discouraged.
- Student housing, if applicable, should allow for individual sleeping rooms on and off campus.
- Consider spacing in the cafeterias, classrooms, weight rooms, athletic training rooms/locker rooms, and other on-campus venues.
- Virtual team meetings should take place when possible.
- When at practice any unnecessary contact should be avoided such as handshakes, high fives, fist bumps, or elbow bumps. Following competition, teams will leave without shaking hands, but an acceptable alternative gesture while social distancing such as wave or non-contact high five is acceptable.
- In all common areas, seating should be spaced six feet apart. Large social gatherings in any spaces should be discouraged.
- Student athletes should sit every other seat on a bench and should avoid using a dugout when possible. They should consciously stand six feet apart when not participating in a drill or activity that requires closer contact.
- Fans, staff, and other event attendees must wear face masks.
- Athletes should limit contact with spectators when possible.
- · Athletes will wear face mask when feasible.

Sanitization

- All equipment and locker rooms should be cleaned between each individual use.
- A schedule should be maintained increased, routine cleaning and disinfecting of athletic facilities and equipment.
- Hand sanitizer should be made available throughout the facility for use before, during, and after workouts.

Pre-participation Exams

- Pre-participation exams should be spaced out by teams, limiting the number of people in a space to the practitioner and individual getting screened.
 - This can be accomplished by limiting the number of teams that can be screened in one day and doing the screens by appointment time, so you do not have large groups congregating waiting for their turn.
 - The following forms are available on NJCAA Connect:
 - 1. Physical Examination Form
 - 2. Physical Examination History Form
 - 3. Preparticipation Clearance Form
 - 4. Athlete with Special Needs Supplemental History Form

Requirements

Daily/Competition Screening

- Student athletes, coaches, and staff will be screened daily before practice/competition with no-touch temperature checks and a questionnaire.
- A positive screen that would warrant further investigation would be a temperature greater than 100.4° F or a "yes" response to any of these three questions:
 - 1. Do you have new onset cough or shortness of breath?
 - 2. Have you had a fever or had symptoms of a fever?
 - 3. Have you had known exposure to a COVID-19-positive individual within 14 days?

- A failed screen would be indicated by a temperature >100.4 or positive symptom that is not explained-- cold, allergies, etc.
- A 10-minute acclimation period should be allowed before re-temperature check to see if the environment is a factor.

Team Travel

- Prior to travel for athletic competition, coaches, athletes, and other team personnel will be screened for illness.
- The traveling team's official will screen traveling athletes before boarding transportation. Screening should take place inside a controlled environment to ensure temperature accuracy.
- Athletes with symptoms related to illness will not be allowed to board transportation or travel to away competition. An athlete with a positive screen will be suspended from travel.
- Copies of each team's screening will be available upon request
- All visiting teams will follow institutional rules for use of the Athletic Training Room.
- Traveling teams will be asked to abide by the policies in place of the host, including what facilities are available and guidelines of use per specific facility at the time of competition.
 - Teams should contact host institution's athletic department prior to traveling for specific institutional policies or changes.

Game Management Personnel/Officials

- Whistle with covers/bags/shields are preferred. Electronic whistles are permissible.
- Some form of face mask or whistle covering must be utilized by officials. Any face/whistle cover must be unadorned and black in color.
- Eye protection may be worn and must be shatterproof goggles or glasses.
- Gloves may be worn and must be unadorned.

In/Post Game

- All individuals necessary for competition will be classified into tiers, as described here. Tiers are
 based on the ability to wear face masks/face covering, the ability to practice social distancing of 6 feet
 or greater, and their respective role for the competition. All individuals should wear masks and
 physically distance whenever possible.
 - Tier 1- Individuals that it would not be possible to physically distance or wear masks effectively during athletic training or competition. This should only apply to athletes currently active in physical exercise, for example; during workouts, practice when active, and players on field/court during competition.
 - Tier 2- Individuals who come in contact with Tier 1 individuals but can reasonably maintain physical distance and use face coverings during the interaction. This includes student athletes, officials, coaches, medical staff, and operational staff. All Tier 2 individuals should wear face mask/face coverings and physically distance.
 - Tier 3- Individuals who provide event services but are not in the same vicinity of Tier 1 individuals. This includes housekeeping, catering, media. Tier 3 individuals should minimize contact with Tier 2 individuals and should always use physical distancing and utilize face masks/face coverings.
- Spectators are not a part of Tiers 1, 2, or 3, and will observe local health official mandates. Spectators will be separated from Tiered individuals. Capacity will be reduced to ensure possibility of physical distancing by spectators, no more than 25% capacity of maximum facility seating. Visiting teams will be allowed 20 seats of the 25% capacity. Visiting schools will provide the host with a pass list upon arrival. Host schools may adjust capacity if visiting institution does not use their allotted number of seats.
- When possible, limit all contact between teams. This includes any contact not required by that sport.
- Teams will immediately exit the venue so game management personnel can begin the disinfection process.
- All attending event should enter and exit facilities utilizing designated doors only.

 Teams should not shake hands after the game; instead a wave or non-contact gesture can be substituted.

Cheer/Dance Teams

- Cheer/Dance teams must participate in daily/completion screenings as outlined in Region II protocol.
- Cheer/Dance teams will be allowed on the court (out of bounds) during basketball games, BUT not allowed to enter the playing surface during time outs.
- Cheer/Dance teams must wear facemasks and remain social distanced from each other during the game.
- During half-time, cheer/dance team may enter the playing surface and can remove facemask to perform their cheer/dance routine(s).

Post Season Competition

- Member colleges will adhere to all state and local regulations and guidelines regarding food service for concessions and hospitality rooms
- Championship host will follow all safety protocol recommendations provided to NJCAA member colleges for regular-season competition.
- Coaches or the Athletic Director should request a social distancing plan from the host prior to the start of the event, including fan ingress, fan egress, fan seating.
- Host should encourage social distancing and directional signage in venue.

Contests

- Current circumstances may not allow for all competition to be completed.
- All efforts by both institutions will be made to reschedule all Regional competition.
- All post-season qualifications will be based on regional winning percentage.

Team minimums.

BASKETBALL

Teams must have seven healthy players to compete. Teams with six or fewer players due to positive tests or contact tracing will not be able to participate, resulting in a no-contest

BASEBALL

Teams must have 20 healthy players to compete. To include 8 Pitchers. Teams with 19 or fewer players due to positive tests or contract tracing will not be able to participate, resulting in a no-contest.

SOFTBALL

Teams must have 13 healthy players to compete. To include 2 Pitchers and 2 Catchers. Teams with 12 or fewer player due to positive test or contract tracing will not be able to participate, resulting in a no-contest.

SOCCER

Teams must have 13 healthy players to compete. Teams with 13 or fewer players due to positive test or contract tracing will not be able to participate

Testing

- Any athlete that has been exposed through the contract tracing process who is currently not demonstrating COVID-19 symptoms can complete a 7-day quarantine ONLY if a COVID-19 test is conducted on or after 5 days from initial exposure AND a negative test result is received. Without a negative COVID-19 test (conducted on or after 5 days from initial exposure), an athlete will be required to complete 14-day quarantine.
- Local institutional guidelines will supersede Region 2 protocols if they are more stringent.
- All institutional guidelines will be observed by visiting teams, which means, if visiting athletes have not
 observed the institutional guidelines of the host institution, those athletes will not be allowed to
 participate in the scheduled games
 - a. Redlands and South Arkansas require all students be in quarantine for 14 days.
 - b. NOC (Enid & Tonkawa) require all students to be in quarantine for 10 days.

- Visiting teams who do not comply with the host institution's guidelines will have to reschedule the game.
- The host school will not be expected to move the location of the game to accommodate the visiting team
- The host school will not be expected to move the location of the game to accommodate the visiting team.
- Any athlete that fails a Covid-19 screen will be recommended to have a Covid-19 test or required to quarantine in accordance with CDC and institutional guidelines unless medically cleared by a physician, nurse practitioner or Physician's Assistant.
- It is highly recommended to have exposed athletes tested.
- If an athlete tests positive within 5 days from a contest, the athlete must disclose the positive test to the coach who must inform the opposing team(s) within 24 hours of receiving the positive test results.

The recommendations and requirements in this document apply to all region and non-region competition.

NORTHERN OKLAHOMA COLLEGE AGRICULTURE TEAMS' PROCEDURES FOR COVID-19

Northern Oklahoma College agriculture teams should follow the current NOC Pandemic Response Guidelines in place.

NORTHERN OKLAHOMA COLLEGE DEPARTMENT OF FINE ARTS Covid-19 plan for theatrical performances

Northern Oklahoma College Department of Fine Arts should follow the current NOC Pandemic Response Guidelines in place.

Plans for the Operation of Northern Oklahoma College in preparation for, and during summer and the 2021-2021 academic year are subject to change based on current COVID-19 conditions. NOC protocols are effective until amended in writing. Announcements and updated information will be posted when they are available on the college website at http://www.noc.edu/emergency/.