

**NOC PANDEMIC RESPONSE PLAN**

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# IN RESPONSE TO COVID-19 PANDEMIC AND CDC RECOMMENDATIONS

Update August 13, 2021

We are looking forward to the fall semester to begin August 16! Our overall desires are to provide as “normal of a college experience” as possible this fall for our students. A key to maintaining a safe and healthy college is having as many of our students and employees vaccinated as possible. We cannot encourage vaccinations enough. Doing our part to protect the health and well-being of our NOC campus community in the face of COVID-19 has never been more important. We encourage everyone to take personal responsibility in following recommended guidelines, as only through a collective, cooperative effort can we help protect our campus community.

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

As new variants of the COVID-19 virus emerge along with the College’s recent weekly reports beginning to show some positive cases, the revised plan and safety protocols will be closely monitored and adjusted as needed based on the current conditions along with local, state, and federal guidelines.

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

The fall semester begins August 16. The 2021-2022 Academic Calendar is listed below:

<https://www.noc.edu/assets/uploads/sites/740/2021/07/2021-2022-Calendar-Tonkawa-Enid-Stillwater-1.pdf>

## **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](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.

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](mailto:jeremy.hise@noc.edu)
- Stillwater Campus: Diana Watkins, Vice President for NOC Stillwater, 580.628.6905, [diana.watkins@noc.edu](mailto:diana.watkins@noc.edu)
- Tonkawa Campus: Jason Johnson, Vice President for Student Affairs, 580.628.6272, [jason.johnson@noc.edu](mailto:jason.johnson@noc.edu)
- Human Resources: Shannon Cranford, Director of HR, 580.628.6229, [shannon.cranford@noc.edu](mailto: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 – 2<sup>nd</sup> 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

**Vaccination**

While NOC is not requiring vaccinations for our students and employees, we do highly recommend vaccinations for those who are able. Exceptions: vaccinations may be required for those participating in allied health, nursing or global education programs.

We encourage all NOC students and employees to be vaccinated against COVID-19. Getting vaccinated offers an added layer of protection against COVID-19 that could also protect your family, friends, and community. All COVID-19 vaccines available in the United States greatly reduce the likelihood of contracting the virus or having serious reactions if exposed. Stopping this pandemic requires using all the tools we have available.

**Oklahoma State University Health Services - COVID vaccinations (Pfizer or Johnson & Johnson)** are now available upon request. Please call 405-744-7665 to schedule your appointment that works with your schedule. They are open Monday-Friday from 8 a.m. - 5 p.m. Vaccine Given: Pfizer-BioNTech COVID-19 Vaccine for ages 16 and up. This is a 2-dose series given 3 weeks apart. Your follow-up appointment date and time will be identified before you leave the building.

**NOC Tonkawa - COVID vaccinations clinic** (*Moderna, Pfizer or Janssen/Johnson and Johnson*) is scheduled for all NOC students, employees as well as open to the public on August 18 and 19 from 9 a.m. – 2 p.m. in the Memorial Student Union.

**NOC Enid – COVID vaccinations clinic** (*Moderna, Pfizer or Janssen/Johnson and Johnson*) is scheduled for all NOC students, employees as well as open to the public on August 18 from 9 a.m. – 2 p.m. in Montgomery Hall/Gantz Student Center.

Should any future large-scale vaccination clinics be scheduled for students and/or employees, information will be sent via email.

Oklahoma residency is no longer required. Vaccine appointments are now available to anyone aged 12 and older, living in any state.

Resources include:

- <https://www.vaccines.gov/>
- <https://vaccinate.oklahoma.gov/en-US/>
- Oklahoma State Department of Health <https://oklahoma.gov/covid19/vaccine-information.html>
- Oklahoma State University: Health Services <https://uhs.okstate.edu/vaccine-info.html>
- National pharmacy chains, including:
  - [Walmart](#)
  - [Sam's Club](#)
  - [Walgreens](#)
  - [CVS](#)
- Other vaccine locations statewide, including Tribal locations, are [available here](#)

### **COVID Vaccination Requirements for Nursing students**

As we prepare for fall semester, I wanted to make you aware of new developments related to clinical requirements. In an effort to improve employee and patient health and to help prevent others from getting or spreading COVID-19, our clinical partners are beginning to announce changes to clinical requirements for students and faculty regarding the COVID-19 vaccine.

As of July 9, 2021, the following hospitals are requiring completed COVID-19 vaccination series with a US FDA approved vaccine (Pfizer, Moderna, or Johnson & Johnson):

- Mercy Health
- St. Anthony's Medical Center

Other hospitals are currently in discussion and may decide to mandate the vaccine as well. We will communicate further updates as they become available. Please also note that masks will continue to be required at all clinical facilities and in the clinical/simulation laboratories on campus.

OU Health is requiring anyone completing educational requirements in OU Health facilities to participate in the COVID-19 Vaccine Program a minimum of two weeks prior to a student's first educational rotation date. **At this point in time, OU Health is not requiring everyone to be vaccinated BUT they are requiring participation in the COVID Vaccine Program.** Anyone who is not taking the vaccination must complete a declination form available in the Nursing division.

In order to comply with the current fall semester clinical requirements, all NOC nursing students are required to submit documentation of COVID vaccination status in myClinicalExchange (mCE) **by August 1, 2021:**

- Upload COVID vaccination record with date(s) within mCE by August 1, 2021. Pfizer and Moderna will require both vaccination dates and the single date for the Johnson & Johnson vaccination.
- Anyone who is not taking the vaccination must provide the attached declination form (upload into mCE).

In order to comply with the current spring semester clinical requirements, all NOC nursing students will

need to have the first COVID-19 vaccination by December 1, 2021 with the second dose (if applicable) no later than January 3, 2022 (based on current protocol – Pfizer 21 days following the first dose and Moderna 28 days following the first dose). Documentation of compliance is due no later than January 3, 2022 in mCE. Students who are not in compliance with the clinical facility requirements will not be able to attend clinical and will therefore be unable to meet course outcomes and progress in the nursing program.

If you have questions or concerns, please contact Dr. Nikole Hicks at 580.628.6679 and include your team leader for fall 2021 (Dr. Crouch or Mrs. Heitfeld).

### **Face Mask and Physical (Social) Distancing Guidelines**

To reduce the risk of being infected with the Delta variant and possibly spreading it to others, and in keeping with recently updated CDC guidance, NOC strongly encourages the use of masks indoors in public, especially in situations in which social distancing is not possible and for activities with close contact with others.

Masking is recommended by the CDC even if you are fully vaccinated. We strongly recommend that you wear a mask regardless of the level of transmission if you have a weakened immune system or if, because of your age or an underlying medical condition, you are at increased risk for severe disease, or if a member of your household has a weakened immune system, is at increased risk for severe disease, or is unvaccinated.

At this time under Oklahoma law (EO 2021-16 and 70 O.S. 1210.189), we are not permitted to require the use of masks on campus.

To continue campus safety, all NOC students, employees, and visitors are strongly encouraged to practice physical (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 recommendations 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 [CDC website](#))
- You have an update to provide to any of the above

Students should 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 should 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](mailto:jeremy.hise@noc.edu)
- Stillwater Campus: [Diana Watkins](#), Vice President for NOC Stillwater, 580.628.6905, [diana.watkins@noc.edu](mailto:diana.watkins@noc.edu)
- Tonkawa Campus: [Jason Johnson](#), Vice President for Student Affairs, 580.628.6272, [jason.johnson@noc.edu](mailto:jason.johnson@noc.edu)
- Human Resources: [Shannon Cranford](#), Director of HR, 580.628.6229, [shannon.cranford@noc.edu](mailto:shannon.cranford@noc.edu)

#### **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 [daily self-screening](#).**

#### **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](mailto: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 a 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.

CDC recommends to quarantine if you have been in [close contact](#) (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been [fully vaccinated](#). People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have [symptoms](#). However, fully vaccinated people should get tested 3-5 days after their exposure, even if they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

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

\* <https://coronavirus.health.ok.gov/>; <https://www.coronavirus.gov/>;

<https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html>

## **Students**

Students should 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.

## **Campus Contacts:**

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

[jeremy.hise@noc.edu](mailto:jeremy.hise@noc.edu)

Stillwater Campus: Diana Watkins, Vice President for NOC Stillwater, 580.628.6905,

[diana.watkins@noc.edu](mailto:diana.watkins@noc.edu)

Tonkawa Campus: Jason Johnson, Vice President for Student Affairs, 580.628.6272

[Jason.johnson@noc.edu](mailto:Jason.johnson@noc.edu)

- Students should self-isolate if they have COVID-19 or self-quarantine if they are a close contact.
- 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 current health 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.
- 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 daily 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 for Contacts of Persons with SARS-CoV-2 Infection Using Symptom Monitoring and Diagnostic Testing](#) for guidance on 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](mailto: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 if it can be done effectively, 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 should 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 current health 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

- 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.
  - 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 daily 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 for Contacts of Persons with SARS-CoV-2 Infection Using Symptom Monitoring and Diagnostic Testing](#) for guidance on options to reduce quarantine.

- 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](mailto: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.

To reduce their risk of becoming infected with the Delta variant and potentially spreading it to others, CDC recommends that fully vaccinated people:

- Get tested if experiencing [COVID-19 symptoms](#).
- If you came into [close contact](#) with someone with COVID-19 get tested 3-5 days after the date of your exposure and wear a mask in public indoor settings for 14 days after exposure or until a negative test result.
- Isolate if you have tested positive for COVID-19 in the prior 10 days or are experiencing [COVID-19 symptoms](#).

**People who have been in [close contact](#) 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 [Weekly Pandemic Situation Update](#) 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 campus officials to ensure privacy and confidentiality, as required. Consistent with [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. Campus officials will thoroughly clean and disinfect facilities that have been visited by those who test positive and/or had symptoms of illness.

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.

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.

### **Quick Links:**

- NOC Pandemic Response Plan <http://www.noc.edu/emergency/>.
- Weekly Pandemic Situation Update <https://www.noc.edu/emergency/weekly-pandemic-situation-update/>
- For any follow-up questions, please send an email to [covid-19@noc.edu](mailto: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.
- Masking and physical distancing are strongly recommended in college vehicles when traveling with others.
- 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**

The U.S. Department of State and Centers for Disease Control continue to advise citizens to reconsider travel when possible to most international destinations as new variants of the COVID-19 virus emerge and access to vaccines remains unpredictable in many regions of the world. Although many countries are beginning to open their borders to vaccinated travelers, these policies remain unpredictable. College officials are continually monitoring global developments and will update this guidance as needed. Please check Global Education online at [www.noc.edu/ge](http://www.noc.edu/ge).

With these circumstances in mind, faculty-led study abroad programs are currently being planned for the 2021-2022 academic year, and we anticipate can begin after March 1, 2022; however, faculty/Staff international travel and short-term study abroad programs will be reviewed on a case by case basis considering a variety of health and safety parameters including current conditions in the destination country. Because conditions remain fluid, both in terms of access to overseas destinations for US travelers and the evolving infection rates, the College reserves the right to cancel programs that have been previously approved.

## **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
<ul style="list-style-type: none"> <li>- Courses meet at designated times on one of NOC's campuses.</li> <li>- Instructors are available for live instruction and office hours to assist with classroom questions, tutoring, and/or advisement.</li> <li>- Institutional attendance requirements must be met.</li> <li>- Students interact with the instructor and other students in the classroom setting and may engage with peers and staff in other social settings, including through clubs and organizations while maintaining social distancing.</li> <li>- A selection of coursework (including most labs, Fine Arts classes, HPER classes, and other coursework for which activities rely more on face-to-face instruction will be offered in this format with a contingency plan in place to move to online should CDC safety standards require.)</li> <li>- Social distancing guidelines will be applied with assigned seating to limit risk.</li> <li>- As needed for distancing, courses such as lab</li> </ul>	<ul style="list-style-type: none"> <li>- Courses meet at designated times (synchronous) but students access courses through clicking on a Zoom link.</li> <li>- Students may request appointments via Zoom during instructor office hours.</li> <li>- 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.</li> <li>- 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.</li> <li>- 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.</li> </ul>	<ul style="list-style-type: none"> <li>- Courses are taught through the Blackboard learning management site, where instructors may post any of the following: course notes, class videos, assignment sheets, etc.</li> <li>- Institutional attendance requirements are met by students submitting work and participating in online discussions.</li> <li>- Students have deadlines throughout the course but do have some flexibility in when to access materials and complete assignments.</li> <li>- 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.</li> <li>- Instructors are available via email for questions about course material.</li> <li>- For lab science courses, all labs will be either virtual or "complete at home."</li> </ul> <p><b>Technology needed:</b> Computer with reliable WiFi</p>



<p>sciences will alternate days of attendance and virtual labs.</p> <p><b>Technology needed:</b> Computer with reliable WiFi</p>	<p>- 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.</p> <p><b>Technology needed:</b> Computer with camera and mic and reliable WiFi</p>	
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### 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)**

NOC has contracted with Aladdin Dining for food services and catering in Enid and Tonkawa. In addition to Aladdin's COVID-19 Response Plan, food services should follow the current NOC Pandemic Response Guidelines in place. Food services and catering options will not be available for external events through September 1 and will be re-evaluated based on the current pandemic guidelines in place at that time.



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### **Wellness Center (Enid/Tonkawa)**

Starting August 9, 2021, the wellness center in Tonkawa will be open to members of the public and paid memberships, employees, and students from 6:00 a.m. to 9:00 p.m. Monday through Sunday for the fall semester. 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.

Campus facilities are also open to the public for rentals allowing non-college events back on campus, i.e., civic club meetings, reunions, weddings, day camps, banquets. Food services and catering options will not be available for external events through September 1 and will be re-evaluated based on the current pandemic guidelines in place at that time.

### **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.

### **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.nocjets.com](http://www.nocjets.com) and [www.nocmavs.com](http://www.nocmavs.com).

### **2021-22 COVID-19 Update**

- The NJCAA is projected to move forward with all sports as scheduled for the 2021-22 academic year beginning August 1. Any regular season COVID-19 guidelines, restrictions, or policies for practices, scrimmages, or competition may be made at the discretion of the member college, conference, and/or region while adhering to local and state guidelines.
- The NJCAA will continue to monitor and evaluate any COVID-19 policies or procedures in regards to postseason and national championship competition.
- Further updates regarding COVID-19 policies and procedures will be shared during the regular season and/or prior to postseason competition as needed.

### **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](mailto:alan.foster@noc.edu).

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***Plans for the Operation of Northern Oklahoma College in preparation for, and during the 2021-2022 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/>.***

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