

## Nevada State College Fall 2022

### COVID-19 Best Practice Guide & Frequently Asked Questions

Protect Yourself & Others | Updated 8.25.22

Updates released by the CDC on August 11, 2022 are reflected in this best practice guide. [Learn more about the CDC's latest guidance.](#) Nevada State will update this document regularly as new information becomes available. Email your questions and suggestions to [coronavirus@nsc.edu](mailto:coronavirus@nsc.edu).

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Nevada State College recommends the following best practices for every community member:

- *Get vaccinated and stay up to date on COVID-19 vaccines.* These vaccines are highly effective at preventing severe illness, hospitalizations, and death. Vaccines are not required for employees or students but getting vaccinated is the best way to protect yourself and others.
- *Have access to a well-fitting mask.* Wearing a mask is recommended but not required on campus. Whether you wear a mask or not, please help Nevada State be a judgment-free zone where everyone feels comfortable with their choice. Free KN95 masks are available at the welcome desk in the RSC building. If you have been exposed to COVID-19, wear a face mask continuously for 10 days after exposure.
- *Wash your hands often* with soap and water for at least 20 seconds.
- *Increase space and distance when possible.* To avoid this possible exposure, you may want to avoid crowded areas, or keep distance between yourself and others.
- *Test to prevent spread to others.* If you experience symptoms of COVID-19, test yourself or visit a community public testing site. These sites are free and open to everyone. If you have been exposed to COVID-19, test on day 5 after exposure.
- *If you are experiencing Coronavirus symptoms or are confirmed positive for Coronavirus:*
  1. Go home or stay home.
  2. Self-report at (<https://nsc.edu/coronavirus/self-report>) immediately. As an instructor, you can also report on behalf of a student. Ideally, you should inform the student you're submitting a report and tell the student to self-report as well.
  3. Review the CDC's guidelines on isolation and precaution and begin following them immediately. (<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>).
  4. Return to campus after completing the CDC's recommended isolation period. You do not need to take any additional steps to be able to return. If you have questions about time off, contact the Associate Vice President of Human Resources at [Eric.Gilliland@nsc.edu](mailto:Eric.Gilliland@nsc.edu).
- *If you have been exposed to COVID-19:*
  1. Instead of quarantining, if you were exposed to COVID-19, wear a high-

quality mask for 10 days and get tested on day 5.

Nevada State will continue to do all we can to help protect you by taking measures such as:

- *Maintaining temperature check stations.* Feeling unwell? Visit a temp check station near the entrance of any building. If you have a temperature, leave campus immediately.
- *Providing campus case management.* After a self-report, a Nevada State case manager can assist by answering questions and recommending resources. The case management process allows the College to track trends and quickly respond to changing circumstances.
- *Increasing health and safety protocols.* Nevada State continues to utilize campus-wide sanitation stations, additional campus cleanings, increased air ventilation, sanitizing high touch services, and using MERV 13 air filters. We start the ventilation and exhaust operation before normal building occupancy and extend this operation until after the buildings have closed.
- *Organizing on-site vaccine clinics* during periods of medium and high transmission as measured by the Southern Nevada Health District.
- *Providing information and updates* at [www.nsc.edu/coronavirus](http://www.nsc.edu/coronavirus)

## Frequently Asked Questions

### Academic Faculty FAQs

#### **Am I required to attend meetings on campus?**

- Yes. A meeting organizer may allow you to attend meetings remotely, but they are not required to do so. The general expectation this fall is that faculty will participate in meetings in person. If you are a meeting organizer, make sure you establish acceptable forms of participation. Employees on approved remote work ADA accommodations may be exempt, based on their accommodation, from attending in-person meetings. Employees should contact HR at [NHR@nsc.edu](mailto:NHR@nsc.edu) for assistance and guidance regarding their accommodation and meeting attendance.

#### **A student believes they were exposed to COVID-19 and wants to attend a single class remotely.**

- On August 11, 2022 the CDC provided new recommendations that instead of quarantining, if you were exposed to COVID-19, you wear a high-quality mask for 10 days and get tested on day 5.
- If the student is symptomatic but hasn't yet received a test result, they should follow the CDC's guidelines for isolation.
- When a student goes into isolation and cannot attend, we're asking instructors to be as accommodating as possible, providing positive opportunities to make up missed course work, including assignments, quizzes or exams. In courses with mandatory attendance policies, instructors must not penalize students for missing classes due to

an approved effort to isolate.

**A student informed me that they are symptomatic or tested positive:**

- If a student has symptoms or has tested positive, they should self-report (<https://nsc.edu/coronavirus/self-report>) and stay home. Refer them to the CDC guidelines on isolation.

**How should instructors handle missed coursework from students who have COVID-19?**

- Where possible, provide opportunities to make up missed coursework, including in-class activities, assignments, quizzes, or exams.

**Can I ask a student about their vaccination status?**

- No. We are not permitted to ask anyone about their vaccination status.

**Am I required to teach both in-person and online (using the HyFlex model)?**

- No. We are not asking faculty to teach the same class in multiple modalities at the same time.

**Do I inform my class that a student tested positive for COVID-19?**

- No. When necessary, the college will notify affected students about specific exposure using their student email account.
- The NS case management process includes internal contact tracing that will determine what steps need to be taken for the safety of you and your class. In instances of confirmed exposure meeting specific criteria, the College will issue an official Notification of Potential Exposure to the impacted individuals.
- You do not need to notify your class, but you can offer to answer any questions they have and contact [coronavirus@nsc.edu](mailto:coronavirus@nsc.edu) for additional support.
- Remember, COVID-19 information is confidential and communicating it to others may violate the Federal Clery Act. Always contact [coronavirus@nsc.edu](mailto:coronavirus@nsc.edu) if you have questions.

**What options are available to offer my class remotely if I must isolate?**

- **If you feel healthy enough to work**, you must follow the CDC's isolation guidelines and can substitute remote learning assignments or hold synchronous remote class sessions until your recommended return date.
- **If you are symptomatic and unable to work**, you must use sick leave if you are leave eligible. If you are not leave eligible, you may be placed in a leave without pay status. You should work with your department chair and HR if this situation arises. Covering the class will be handled at the departmental or school level, as is the usual practice.

**Am I required to attend meetings on campus?**

- Yes. A meeting organizer may allow you to attend meetings remotely, but they are not required to do so. The general expectation this fall is that faculty will participate in meetings in person. If you are a meeting organizer, make sure you establish acceptable forms of participation. Employees on approved remote work ADA

accommodation may be exempt, based on their accommodation, from attending in-person meetings. Employees should contact HR at [NHR@nsc.edu](mailto:NHR@nsc.edu) for assistance and guidance regarding their accommodation and meeting attendance.

**What if a student wants to attend the entire in-person course remotely?**

- We are no longer providing this option for students.

**Can I require my students to show proof of a positive/ negative COVID test?**

- No you may not. Information gathered through the campus case management process is confidential. Any case information shared beyond the case manager and the individual is always shared in aggregate/ anonymously without personally identifiable information.
  - o Special circumstances may apply to students in the nursing program. Reach out to [SONCOVID@nsc.edu](mailto:SONCOVID@nsc.edu) for details.

**Can I require my students to wear masks in class?**

- No you may not. Only the President can mandate masks, and they are not mandated at this time.
- Remind your class that the CDC recommends that individuals who have been exposed to COVID-19 wear a well-fitting mask for 10 days. Scorpions in this situation should not remove their mask in public and should leave the class to eat or drink.

**Who decides if additional mitigation efforts are needed, such as mandating masks or social distancing, closing campus, or moving classes and services online?**

- President Pollard and the NS COVID-19 Incident Management Planning Team decide progressive mitigation measures within the President's purview.
- If circumstances require it, the President can shift our campus to primarily online instruction and remote services, following the same protocols we used in 2020.
- If this change is necessary, the COVID-19 Incident Management Team and the Office of the Provost will communicate regularly with all campus stakeholders. As in 2020 and spring 2021, many labs and clinicals will remain in-person with enhanced safety precautions.

**What language can I give to students I'm teaching in-person?**

This semester, I want to have a terrific experience in my class. I also want to keep you and the Nevada State community safe.

Some of the foremost things you can do to ensure the best semester possible include:

- Choose to wear a well-fitting mask in class. Free KN95 masks are available at the Rogers Student Center desk.
- Avoid crowded areas or keep distance between yourself and others when possible.
- Wash your hands often with soap and water for at least 20 seconds.
- If you are exhibiting any symptoms of COVID-19 or if you have tested positive, complete the self-report form, notify me, and stay home.  
<https://nsc.edu/coronavirus/self-report>. This is one of the most important steps you

can take to help keep everyone safe. When you complete a self-report, a case manager will reach out with specific recommendations.

Nevada State is a safe place to continue your college journey. If you have any questions about this semester, please don't hesitate to contact me.

### **School of Nursing Specific Info**

**SON** will continue the same protocol guidelines for COVID19 reporting this fall. Should a student report to a SON faculty member that they are COVID positive please have them email the [soncovid@nsc.edu](mailto:soncovid@nsc.edu) address with the following information:

- date of onset of symptoms
- evidence of COVID+ test (picture of home test OR lab results), and
- the dates they were last on campus, in clinical, or in lab.

Once this information is received, the student will be provided with an isolation timeline and will be advised to communicate that timeline with their faculty to proactively plan for absences during the isolation period. All COVID+ individuals should also self-report to the [NS COVID website](#).

Remember, COVID-19 information is confidential and communicating it to others may violate the Federal Clery Act. Always contact [coronavirus@nsc.edu](mailto:coronavirus@nsc.edu) if you have questions.

### **School of Education & Speech Pathology Program Specific Info**

Awaiting update.

### **Non-Teaching Faculty and Staff FAQs**

**Will employees be able to work remotely if exposed or COVID-19 positive?**

- On August 11, 2022 the CDC provided new recommendations that instead of quarantining if you were exposed to COVID-19, you wear a high-quality mask for 10 days and get tested on day 5. Employees who are exposed but who are not symptomatic should follow these guidelines.
- Employees who are symptomatic or test positive for COVID-19 sick and are able to work remotely should communicate with their supervisor and plan to do so.
- Employees who are symptomatic or test positive and are unable to work must use sick leave or annual leave if they are leave eligible. Employees who are not leave eligible or those without sufficient leave balances will be in a leave without pay status for the time period in which they are unable to work.

**What are the distancing guidelines for shared spaces (e.g., the ASC, the Writing Center, Nepantla, and TRiO-SSS)?**

- We do not have any social distancing guidelines in place. However, recommend that everyone avoid crowded areas or keep distance between themselves and others.

**A student worker who reports to me believes they were exposed to COVID. and**

**wants to stay home.**

- On August 11, 2022 the CDC provided new recommendations that instead of quarantining if you were exposed to COVID-19, you wear a high-quality mask for 10 days and get tested on day 5. Employees who are exposed but who are not symptomatic should follow these guidelines.
- Employees who are symptomatic or test positive for COVID-19 sick and are able to work remotely should communicate with their supervisor and make a plan to do so.
- Employees who are symptomatic or test positive and are unable to work must use sick leave or annual leave if they are leave eligible. Employees who are not leave eligible or those without sufficient leave balances will be in a leave without pay status for the time period in which they are unable to work.
- If symptomatic or tests positive, instruct the employee to complete a Coronavirus Self-Report Form. A Case Manager will contact the student.

**Student FAQ**

**Is NS requiring vaccines for all students?**

- No. In August 2021, the Nevada Board of Health put a temporary measure in place that required require COVID vaccination for all NSHE students taking in- person classes. That mandate expired in December 2021 and the Nevada Legislative Commission did not make it permanent. Therefore, students are not required to be vaccinated to register for classes. Notably, vaccinations are the fastest, most effective way to protect our campus community, so we encourage all students to get vaccinated.

**I have lost my job and am on a payment plan, will you drop me out of class?**

- No. We will not drop you out of classes for a past due installment plan. Please email us at [cashier.office@nsc.edu](mailto:cashier.office@nsc.edu) so, we can discuss options. Please note that you will not be permitted to enroll in a future term and you will not be able to receive transcripts or degrees if you owe any balance to the College.

**If I am signed up for a hybrid or in-person course, can I request to take it fully online?**

- No. We are not offering students the option of taking an in-person course remotely. If you are at elevated risk for COVID-19 (as defined by the CDC) or have a family member at home who has an elevated risk, you should put together an all-online course schedule.

**Will in-person classes be full? What social distancing is in place?**

- Some in-person classes may be filled to room capacity. We currently ask that students avoid crowded areas or keep distance between themselves and others when possible.

**What student services are available?**

- All student services are open during regular hours, which are posted here: <https://nsc.edu/resourcesforstudents>.

**All Employee FAQ**

**Will NS provide KN95 masks?**

- Yes. They are available at the Rogers Student Center Welcome Desk. KN95s or N95 are safer than paper and cloth masks, so we recommend using them when possible. We're supporting a good, better, best hierarchy of mask-wearing:
  - o Good: Cloth or disposable paper masks with multiple layers
  - o Better: A disposable paper mask under a cloth mask
  - o Best: N95 or KN95 masks

**What sanitation measures are in place on campus?**

- Nevada State continues to utilize campus-wide sanitation stations, additional campus cleanings, increased air ventilation, sanitizing high touch services, and using MERV 13 air filters. We start the ventilation and exhaust operation before normal building occupancy and extend this operation until after the buildings have closed.

**Do we still need to physical distance in our classrooms? In shared work stations?**

- We are not requiring any kind of social distancing, though we encourage all members of the community to avoid crowded areas or keep distance between themselves and others.

**What is the schedule for the Scorpion Shuttle?**

- Shuttle information is available here:  
<https://nsc.edu/transportation/#parkingshuttles>

**What safety protocols are in place for riders of the Scorpion Shuttle?**

- It is recommended that Scorpion Shuttle riders wear masks continuously while on the shuttle.

**Someone is calling, emailing, or has come to me with a COVID-19 comment or question. What do I do?**

- Listen non-judgmentally and be empathetic.
- Remember, your role is to provide resources, not change minds.
- If they have a specific question, review this Fall 2022 NS COVID-19 Best Practice Guide and let them know the FAQ is also available at [www.nsc.edu/coronavirus](http://www.nsc.edu/coronavirus).
- Remind the individual that [www.nsc.edu/coronavirus](http://www.nsc.edu/coronavirus) has many resources which may help.
- If they have a question or concern that has not been answered through the Best Practice Guide, consider directing them to [coronavirus@nsc.edu](mailto:coronavirus@nsc.edu) where an individual will respond to their inquiry.
- If the question needs to be elevated, you can direct the person to any of these NS COVID-19 Subject Matter Experts:
  - o Amey Evaluna, Gregory Robinson, Gwen Sharp, Stefanie Coleman, Edith Fernandez
  - o If the question involves Nursing, direct them to LaTricia Perry
- If possible, try to do a warm handoff, as opposed to just providing contact

information.

**Helpful links to provide:**

[NS COVID-19 Self-Report Form](#)

<https://nsc.edu/coronavirus/self-report/>

Free COVID Testing Open-to-All:

<https://covid.southernnevadahealthdistrict.org/testing/>

Free Vaccine Clinics Open-to-All:

<https://covid.southernnevadahealthdistrict.org/vaccine/>

NS COVID-19 Resources and Information: [www.nsc.edu/coronavirus](http://www.nsc.edu/coronavirus)

Support for students experiencing distress: [www.nsc.edu/studentwellness](http://www.nsc.edu/studentwellness)

Support for employees experiencing distress: [www.nsc.edu/human-resources/eap](http://www.nsc.edu/human-resources/eap)