

SAFETY GUIDELINES AND REQUIREMENTS

All faculty, staff and students will receive a cloth face mask for use while on campus. The campus will also have a limited supply of disposable masks available. Hand sanitizing stations are also available throughout campus for your convenience. Also, look for the “tip sheets” for staying safe and healthy posted around campus.

Face Coverings

The use of appropriate cloth face coverings is important for the health and well-being of our campus community. Face coverings should cover both the nose and mouth.

The following requirements apply to all students, employees and visitors on campus. The requirements do not apply to individuals with documented medical conditions where masks cannot be worn.

Indoors: Face Coverings Required in Campus Buildings

Face coverings are required at all times indoors on campus with the following limited exceptions:

1. A face covering may be removed in a private office or private room when no one else is present.
2. In student housing, face coverings may be removed in private rooms as well as in community bathrooms for accomplishing tasks such as brushing teeth or showering.
3. Face coverings may be removed while dining but should be worn before eating and replaced as soon as possible after eating.
4. Face coverings may be removed during exercise in the Paul Miller Fitness Center as long as other COVID-19 protocols are followed.

Outdoors: Face Coverings Required When Social Distancing Cannot Be Maintained

Face coverings are required outdoors when social distancing of six feet can't be assured.

We expect our community to comply with the use of face coverings in all required settings. Those not complying with use of face coverings will be asked to leave and return with a face covering. The college is prepared to enforce these requirements through educational conversations and, if necessary, instituting Student Conduct disciplinary actions for students or utilizing progressive discipline for employees.

These requirements were developed based on guidance provided by Gov. Asa Hutchinson's executive order requiring face coverings in all public buildings where social distancing isn't possible.

Social Distancing

Social distancing – staying at least 6-feet apart - reduces the spread of COVID-19. What does 6-feet look like? It's like leaving enough room for two refrigerators between you and the person closest to you.

Classes are being reconfigured to allow for social distancing, with seats that are at least 6-feet apart. Flexible schedules to allow for smaller class sizes and larger venues are also being put into place. Classes will be streamed and recorded on video as well, so those who may be self-isolating will have access to their classrooms and stay on track.

Clean Campus

Routine cleaning of frequently touched surfaces followed by disinfection with an EPA-registered disinfectant is a best practice measure for prevention of viral respiratory illnesses and part of the Ozarka College regular routine.

Restrooms will be a focus area for high use/touch disinfection throughout each day.

Hand sanitizer stations are located in all major entrances. Additional stations may be installed in other public areas as needed.

Physical plant staff disinfect high traffic touchpoints daily – including door handles and push plates, student desktop surfaces, classroom teaching surfaces and other common areas on campus.

All traditional drinking fountains will be disabled until further notice.

Classroom Flexibility and Modes of Instruction

A blended approach will be used for classes in the fall, with expanded schedules for in-person classes to allow for smaller class size and social distancing, as well as a shift of some classes to online format or a combination of the two. Class meetings will have no more than 12 students at a time in the classroom (with limited exceptions for larger classrooms and approval from the Division Chair and VP of Academics). Courses with enrollments larger than this will be split to have students meeting on alternating days. In addition, faculty will broadcast each class meeting through Google Meet via MyOzarka, as well as record each meeting. In following the college-wide mask policy, students must wear masks the entire time in the classroom. Faculty may remove their mask while lecturing, given they maintain a 12-foot distance from

students. Faculty will need to work with their Division Chair and the Vice President for Academic Affairs regarding any special circumstances that may require exceptions to this policy.

Students will be expected to come to class with a mask/face covering. Classrooms will have a limited supply of masks for the beginning of the semester, but once those run out, students will need to have a mask of their own or be asked to leave.

Daily Health Checks

All faculty, staff and students are required to do daily health checks.

Students must be free of symptoms potentially related to COVID-19, or have had an evaluation and clearance by a medical professional or the ADH to be eligible to attend class/work.

Symptoms may include one or more of the following:

- Cough
- Shortness of breath or difficulty breathing
- Fever (100.4 degrees Fahrenheit or higher)
- Chills
- Repeated shaking with chills
- Runny nose with new sinus congestion
- Muscle aches
- Fatigue
- Sore throat
- Headache
- New gastrointestinal (GI) symptoms
- New loss of taste or smell

There are other possible symptoms, and to learn more about the current wide range of symptoms, which can be mild to very severe, visit this website for the [U.S. Centers for Disease Control](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

If you think that you may be contagious, have been in contact with someone who was known to have coronavirus, or have traveled to an area with a known outbreak, call your health provider in advance. Please do not show up at a clinic, urgent care or other health facility without calling first. Your provider will need to take special measures to protect other people in the clinic.

COVID-19 Testing

There are several options to get tested for COVID-19.

Testing is available at any local health department. Below is the contact information of the ADH local health departments in our service area.

County	Address	City	Phone
Izard County	149 Haley St.	Melbourne	870-368-7790
Sharp County	724 Ash Flat Dr.	Ash Flat	870-994-7364
Fulton County	510 South Main St.	Salem	870-895-3300
Stone County	204 Whitfield Ave.	Mountain View	870-269-3308

UAMS offers an online screening tool at the following website:
<https://uamshealth.com/healthnow/covid-19-screening>.

You may also contact your primary care physician (PCP).

** If you get tested, you MUST immediately notify:

Jason Lawrence
Vice President of Student Services
jason.lawrence@ozarka.edu
870-368-2027

Students and employees must report to Jason Lawrence, Vice President of Student Services, if they have tested positive for COVID19.

Anyone experiencing symptoms are instructed to isolate while awaiting results and make a list of close contacts beginning 48-hours before symptoms started. If COVID-19 test results are positive, they will be given additional instructions for isolation and a representative from the Arkansas Department of Health (ADH) and/or University of Arkansas for Medical Sciences (UAMS) will contact them.

Anyone tested after being identified as a close contact with a positive test result are required to quarantine for 14-days from the last contact date, regardless of test result. If positive, they will be required to follow ADH protocol.

At the conclusion of an isolation or quarantine period, the individual will receive an “end of quarantine” letter from ADH or UAMS. Students, employees and staff are required to provide the end of quarantine letter to the Vice President of Student Services or Director of Human Resources.

Social Isolation/Quarantine Support

For questions/concerns regarding social services, food, assignments, etc during isolation/quarantine, individuals may contact the student support helpdesk at 870-368-2300 or studentsupport@ozarka.edu.

Contact Tracing

Contact tracing for all Arkansas colleges and universities will be conducted by University of Arkansas for Medical Sciences (UAMS) in partnership with the Arkansas Department of Higher Education and the Arkansas Department of Health. Campus leaders are actively working with UAMS officials to ensure preparedness plans are in place and proper precautions are taken if a student or employee tests positive for COVID-19.

STUDENTS

Academic Support, Advising and Access

In an effort to maintain social distance, most college services are now available by phone, email or by online meeting; and our staff is ready to assist you today. We continue to offer the same high-quality service that you are used to – just in a different format. Contact the Student Services office for assistance.

Phone: 870-368-2300 or; Email: studentsupport@ozarka.edu

Enhanced restrictions will be observed on campus to ensure health and safety while working toward timely completion of course requirements. If you have questions regarding assignments or course adjustments, please contact your instructor. Students please check your official Ozarka email for course updates; sign up for text alerts in your myOzarka portal for other campus updates.

The Vice President of Student Services serves as Ozarka College's coordinator for Disability Services. Students interested in the academic and auxiliary services available (as mandated in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990) should make an appointment with the VPSS's office. Please call (870)368-2027 for more details.

Tutoring is available in an online meeting format. To enquire about tutoring sessions or to set up an appointment, contact the student support helpdesk.

Accuplacer testing is currently available by appointment only. To enquire about testing sessions or to set up an appointment, contact the student support helpdesk.

Library Resources

The library will reopen August 24, 2020 and remote access to library resources and other online research resources continues to be available at:

<https://www.ozarka.edu/library.cfm>.

New Student Orientation

New student orientation sessions are scheduled for Thursday, August 13th at 10:00 a.m., 2:00 p.m. and 6:00 p.m. The orientation sessions are online through a MyOzarka course shell. If you have questions regarding the orientation, please contact the student support helpdesk at 870-368-2300.

Tech Help and Computer Resources

Student computer labs are available from 8 a.m. to 4:30 p.m., Monday through Friday.

The Student computer labs will follow social distancing measures, as well as an increased cleaning schedule:

- Workstations will be sanitized after every use with Lysol and alcohol wipes, and the keyboard will be turned upside down to indicate the station is sanitized and ready for use.
- Staff will clean seating areas and other high use areas such as staplers, door handles, etc.
- Checkout equipment and carrying bags will be disinfected before being checked out again.

Computer Labs and Resources

- Laptops and Chromebooks are available for checkout as needed. Limitations apply. Contact the Student Services Helpdesk for more information.
- Technical support is still available through the [Ozarka Help Desk](#). You may contact them by email at helpdesk@ozarka.edu or by phone during regular business hours at 870-368-2021.

Ozarka College Paul Miller Fitness Center

The fitness center on the Melbourne campus is open with social distancing and enhanced health and safety guidelines in place. For details, please call the center at 870-368-2090.