

LAMAR INSTITUTE OF TECHNOLOGY

COVID-19
Campus Plan
Spring 2022
(Revised January 5, 2022)

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In an effort to ensure the safety, health and well-being of all Lamar Institute of Technology's students, staff, faculty and the public, the Institute--after careful consideration--encourages people who are not fully vaccinated, and those who might need to take extra precautions, to wear a mask consistently and correctly. Indoors: Mask use is recommended for people who are not fully vaccinated. Outdoors: In general, people do not need to wear masks when outdoors. However, particularly in areas of substantial to high transmission, the CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated. Although people who are fully vaccinated are not required to wear masks, LIT is supportive of vaccinated people who choose to wear masks.

LIT's policy is based on current health and safety guidelines focused on preventing and mitigating the spread of the COVID-19 virus. The Institute will continue to closely monitor public health guidance and consider modifications to its face-covering policy as warranted.

Spring 2022 semester will be delivered face to face, online, and hybrid.

Course changes will be made if cases become active on campus. If needed, temporary class space or temporary online (remote) options will be made available. Each case will be reviewed by Academic Success and instructional changes will be made as needed.

- Spring 2022 classes are January 18 – May 7.
- All individuals who are not fully vaccinated and those who might need to take extra precautions are encouraged to wear face coverings.
- High touch places continue to be cleaned and disinfected with deep cleaning, as needed, in exposed areas.
- Classrooms and labs will be supplied wipes and cleaning supplies to help with sanitation as well as extra custodial staffed to have high touch point areas cleaned during the day.
- If an area or classroom is impacted by COVID-19, each case will be evaluated.
 - If needed, courses may be moved temporarily online (if available).
- Reported positive tests or contact with those who tested positive will be reviewed. Upon determination, an affected person will not be allowed back on campus until requirements are met (pages 14-15). Indirect exposure is limited if face coverings are worn, social distancing is observed, and hand washing and limited touching of face is practiced.
- Students will receive email communications on health and safety guidelines such as social distancing, face coverings, using sanitizing wipes on own desks, etc. Instructors will also discuss safety and cleaning guidelines for face to face instruction with their students during class and lab time.
- Hand sanitizer is available around campus.

- Markings of 6 feet distance on floors will be available for areas in Student Success and Cashiering.
- Plexiglas is offered as an extra precaution on desks and counters where students are seen in Eagles' Nest.

Common areas on campus will function differently and you will be asked to navigate campus in modified ways, for your safety and protection.

Furniture has been rearranged, removed, or marked to promote social distancing. When riding an elevator, you are encouraged to wear a mask, limit 2 or 4 people to an elevator depending on size of elevator (signs will indicate appropriate number), and stand apart in elevator.

Limit people also in the restrooms. Students will be asked to leave the building after class rather than congregate inside the building. Students are also encouraged to stay on the right side of hallways and other high traffic areas.

Classrooms and labs will be furnished with supplies to help with disinfecting as well as extra custodial staffed to have high touch points cleaned during the day.

Self-assess COVID-19 symptoms before you come on campus.

Do not come to campus with symptoms. Be sure to contact your instructor/supervisor if you have to miss class/work.

Wearing a Mask.

Indoors: LIT supports all people, whether vaccinated or not, in wearing a mask. A mask is recommended for people who are not fully vaccinated.

If a Student or Employee tests positive or is exposed to someone who tested positive. A student or employee testing positive for COVID-19, or coming in contact with someone who tested positive, should inform his/her instructor/supervisor immediately. Cases will be reviewed by LIT administration and appropriate actions will be taken. Students/employees testing positive will not be allowed back on campus until requirements are met. Indirect exposure is limited if face coverings are worn, physical distancing is observed, and hand washing and limited touching of face is practiced.

How to stay Informed:

LIT is continuously monitoring the effects of COVID-19 on our college community. All students, faculty, and staff are urged to check their email accounts and <https://www.lit.edu> on a daily basis. The plan is updated as more information is provided and guidance is changed.

STUDENTS

Student Guide to a Healthy & Safe Campus:

- Perform daily self-assessments before coming to campus, and stay home with COVID-19 symptoms. See pages 10-11 for the self-assessment procedure and a list of common symptoms.
- The CDC and LIT encourage people to wear masks/face coverings, especially in the following situations:
 - For those who are not fully vaccinated and those who might need to take extra precautions to wear face coverings – particularly if they or someone in their household is immunocompromised or at increased risk for severe disease, or if someone in their household is unvaccinated. People who are at increased risk for severe disease include older adults and those who have certain medical conditions, such as diabetes, overweight or obesity, and heart conditions.
 - Everyone, including fully vaccinated people, who are in public and indoor settings in an area of substantial or high transmission.
- When choosing to wear face coverings, they should be worn consistently and correctly (over the nose and mouth).
- Everyone, including fully vaccinated people, should get tested if experiencing COVID-19 symptoms.
- Everyone, including fully vaccinated people, should isolate if they test positive for COVID-19 or are experiencing COVID-19 symptoms.
- People who are not fully vaccinated should continue to practice physical distancing.
- Know the Health and Safety Guidelines.
- Communicate with your instructor if you need to miss class due to COVID-19 and overall, if you have any COVID-19 health concerns.
- Contact your instructor if you test positive or are exposed (Known close contact with someone who has been within [6 feet of an infected person](#), laboratory-confirmed or a [clinically compatible illness](#)) for a cumulative total of 15 minutes or more over a 24-hour period (*e.g., three individual 5-minute exposures for a total of 15 minutes*). An infected person can spread SARS-CoV-2 starting from two (2) days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for [discontinuing home isolation](#). (Updated by CDC March 6, 2021))
- Wash or sanitize your hands upon entering the classrooms or lab and continue to wash or sanitize your hands regularly as classwork allows.
- All individuals, and especially those who are not vaccinated, are encouraged to maintain at least six (6) feet separation from other individuals and wear a face covering. If such distancing is not feasible, other measures such as hygiene, cough etiquette,

cleanliness, and sanitation should be rigorously practiced with even stronger encouragement to wear a face covering.

- If you cannot return to campus for medical reasons, contact your instructor immediately.

Student Notifications

Students will receive email communications on health and safety guidelines such as physical distancing, face coverings, using sanitizing wipes on own desks, etc. Instructors will also discuss safety and cleaning guidelines for face to face instruction with their students during class and lab time.

STUDENTS – SPRING 2022 FAQ:

How will Spring 2022 classes be delivered?

Spring 2022 classes will be face-to-face, online and hybrid

Will attendance be taken daily?

Attendance will be taken every day to aid in the contact tracing process if a positive COVID-19 case is reported.

What will labs look like?

As labs vary across campus, departments will have flexibility in determining what will meet their need. Lab instructors will provide safety procedures and protocol for their respective courses.

How will exams be handled, including online exams?

Each instructor will provide information on how exams and graded components of the course will be managed.

Can I still visit my faculty in office hours?

Office hours will be held virtually (Ex: Zoom, Teams, and phone). Please contact your instructor directly to receive office hour times and to schedule an appointment.

Will we still have on campus student events?

The college will have limited face to face student events with limited capacity through the Spring 2022 semester. SGA is planning to host more virtual events and will share an event calendar during the first week of school.

Will Megabytes be open?

Megabytes is normally open from 8 a.m. to 3:30 p.m., Monday-Friday. To observe physical distancing, markings are on floor of where to stand in line.

Will Student Services and Financial Aid be open?

Student Success: Student Services (advising) and Financial Aid are open Monday–Friday from 8 a.m.-5 p.m. Virtual and in person appointments and walk-ins are welcome.

Additional Student Success Resources.

Check out the links below if you need additional information or assistance with the following resources:

- Disability Services & Special Population
 - <https://www.lit.edu/student-success/special-populations>
- Student Success and Supportive Resources
 - <https://www.lit.edu/student-success>
- Testing Center (by appointment only)
 - <https://www.lit.edu/testing-center>
- Tutoring Resources
 - <https://www.lit.edu/student-success/tutoring>
- Lamar University Library
 - <https://www.lamar.edu/library/index.html>
- Student Health Center (includes counseling services)
 - <https://www.lamar.edu/students/student-engagement/student-health-center/index.html>
- Student Recreation Center
 - <https://www.lamar.edu/students/student-engagement/recreational-sports/index.html>
- Setzer Student Center
 - <https://www.lamar.edu/students/student-engagement/setzer-student-center/index.html>

FACULTY

Employee Guide to a Healthy & Safe Workplace:

- Perform daily self-assessments before coming to campus, and stay home with COVID-19 symptoms. See pages 10-11 for the self-assessment procedure and a list of common symptoms.
- The CDC and LIT encourage people to wear masks/face coverings, especially in the following situations:
 - For those who are not fully vaccinated and those who might need to take extra precautions to wear face coverings – particularly if they or someone in their household is immunocompromised or at increased risk for severe disease, or if someone in their household is unvaccinated. People who are at increased risk for severe disease include older adults and those who have certain medical conditions, such as diabetes, overweight or obesity, and heart conditions.
 - Everyone, including fully vaccinated people, who are in public and indoor settings in an area of substantial or high transmission.
- When choosing to wear face coverings, they should be worn consistently and correctly. (over the nose and mouth).
- Everyone, including fully vaccinated people, should get tested if experiencing COVID-19 symptoms.
- Everyone, including fully vaccinated people, should isolate if they test positive for COVID-19 or are experiencing COVID-19 symptoms.
- People who are not fully vaccinated should continue to practice physical distancing.
- Communicate with your students regarding missed classes and/or classroom health concerns.
- Contact your supervisor with any personal health concerns and/or missed work as soon as possible to allow time for LIT administration to prepare accordingly.
- Immediately communicate to your supervisor and Human Resources any reports of positive or suspected COVID-19 cases on campus.
- Ensure that you and your students wash or sanitize your hands upon entering the classrooms or lab and continue to wash or sanitize your hands regularly as classwork allows.
- Encourage all individuals maintain at least six (6) feet separation from other individuals and wear a face covering. If such distancing is not feasible, other measures such as hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced with even stronger encouragement to wear a face covering.
- If you cannot return to campus for medical reasons, contact your supervisor and HR immediately. Medical paperwork must be provided.

STAFF

Employee Guide to a Healthy & Safe Workplace:

- Perform daily self-assessments before coming to campus, and stay home with COVID-19 symptoms. See pages 10-11 for the self-assessment procedure and a list of common symptoms.
- The CDC and LIT encourage people to wear masks/face coverings, especially in the following situations:
 - For those who are not fully vaccinated and those who might need to take extra precautions to wear face coverings – particularly if they or someone in their household is immunocompromised or at increased risk for severe disease, or if someone in their household is unvaccinated. People who are at increased risk for severe disease include older adults and those who have certain medical conditions, such as diabetes, overweight or obesity, and heart conditions.
 - Everyone, including fully vaccinated people, who are in public and indoor settings in an area of substantial or high transmission.
- When choosing to wear face coverings, they should be worn consistently and correctly. (over the nose and mouth).
- Everyone, including fully vaccinated people, should get tested if experiencing COVID-19 symptoms.
- Everyone, including fully vaccinated people, should isolate if they test positive for COVID-19 or are experiencing COVID-19 symptoms.
- People who are not fully vaccinated should continue to practice physical distancing.
- Know the Health and Safety Guidelines, and complete online training (as required).
- Contact your supervisor with any personal health concerns and/or missed work as soon as possible to allow time for he/she to prepare accordingly.
- Immediately communicate to your supervisor and Human Resources any reports of positive or suspected COVID-19 cases.
- Make sure to wash or sanitize your hands upon arriving to work and regularly throughout your shift.
- Maintain at least six (6) feet separation from other individuals and wear a face covering. If such distancing is not feasible, other measures such as hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced with even stronger encouragement to wear a face covering.
- If you cannot return to campus for medical reasons, contact your supervisor and HR immediately. Medical paperwork must be provided.

DO DAILY SELF-ASSESSMENT



Are you currently exhibiting any of the symptoms listed below (related to COVID-19 and not a pre-existing illness)?

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit

Before you come to campus each day, self-assess, and if you have any symptoms related to COVID-19 and not a pre-existing illness, stay home and contact your instructor or supervisor.

SYMPTOMS OF COVID-19

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

Seek medical care immediately if someone has emergency warning signs of COVID-19.

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.



cdc.gov/coronavirus

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WEAR A FACE COVERING/MASK

KEEP SAFE BY WEARING A FACE MASK



VERY HIGH RISK

- ✗ COVID-19 Carrier WITHOUT MASK
- ✗ Healthy Person WITHOUT MASK



MODERATE RISK

- ✗ COVID-19 Carrier WITHOUT MASK
- ✓ Healthy Person wearing MASK



LOW RISK

- ✓ COVID-19 Carrier wearing MASK
- ✗ Healthy Person WITHOUT MASK



VERY LOW RISK

- ✓ COVID-19 Carrier wearing MASK
- ✓ Healthy Person wearing MASK



EXCEEDINGLY LOW RISK

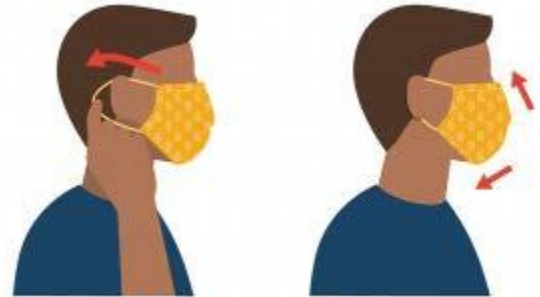


Both wearing MASKS plus six feet of distance

HOW TO WEAR A FACE COVERING/MASK

Wear Your Mask Correctly:

- Wash your hands before putting on your mask.
- Put it over your nose and mouth and secure it under your chin.
- Try to fit it snugly against the sides of your face.
- Make sure you can breathe easily.



Wear a Mask to Protect Others:

- Wear a mask that covers your nose and mouth to help protect others in case you are infected with COVID-19 but do not have symptoms.
- Wear a mask especially when it may be difficult for you to stay six feet apart.
- Wear a mask correctly for maximum protection.
- **Do not** put the mask around your neck or up on your forehead.
- **Do not** touch the mask, and if you do, wash your hands or use hand sanitizer to disinfect.



SUSPECTED OR CONFIRMED COVID 19

Take action if a student or employee suspects or confirms to have COVID-19 infection, and contact Human Resources for guidance on the below.

I think or know I have COVID-19. You can return to campus:

- 5 days since symptoms first appeared and
- 24 hours with no fever without fever-reducing medication and
- Other symptoms of COVID-19 are improving. *

*Keep in mind that some symptoms may linger for weeks or months, so the expectation is not necessarily that you are symptom-free.

NOTE: Upon your return to campus and for the following 5 days, it is strongly encouraged that you wear a mask when around others to minimize the risk of infecting people.

I tested positive for COVID-19 but had no symptoms. You can return to campus:

- 5 days have passed since test and
- If you continue to have no symptoms.

NOTE: Upon your return to campus and for the following 5 days, it is strongly encouraged that you wear a mask when around others to minimize the risk of infecting people.

If you have been around someone who tested positive. You can return to campus:

If you have been in close contact (within six (6) feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who tested positive. You can return to campus after 5 days of quarantine without a test followed by 5 days of strict mask use (highly encouraged):

- If you have completed the Pfizer or Moderna vaccine series over 6 months ago and are not boosted, OR
- You have completed the J&J vaccine series over 2 months ago, OR
- You are not vaccinated

Anyone who has had close contact with someone with COVID-19 and who meets the following criteria does **NOT** need to stay home, but is highly encouraged to wear a mask indoors in public areas for 10 days following exposure or until their test result is negative:

- Someone who has been boosted, OR

- Someone who has completed the Pfizer or Moderna vaccine series within the last 6 months, OR
- Someone who has completed the J&J vaccine series within the last 2 months

(Updated by CDC December 27, 2021)

NOTE: For the purposes of this policy, COVID-19 results must be from a laboratory or healthcare/test provider. At-home tests will not be accepted.

Remember: Stay home if you think you might have COVID-19.

Any questions students have on class and lab attendance, contact your instructor. Employees can contact their supervisor.

Do not allow any student, faculty, staff or visitor with new or worsening signs or any symptoms listed to return to the classroom, lab or office until you receive approval by LIT administration.

HOW TO REPORT CASES

When a student or employee has reported experiencing symptoms or tested positive or exposed to someone who tested positive, collect the following information and submit to your supervisor:

1. Date of exposure, symptom occurrence or positive test.
2. Last day on campus.
3. List of those in contact with on campus.
4. List of room numbers and spaces occupied on campus.

To return to campus a student or employee must provide information that they have met the above isolation days (depending on the circumstance) from campus and have not experienced symptoms for 24 hours.

Decision Tree for Confirmed Cases:

Each confirmed case will be evaluated and risk will be assessed. If a confirmed person was wearing a face covering and social distancing, risk is at the lowest. Classroom or labs occupied by confirmed person will be deep cleaned. Instructor and students will be notified by Student Success and asked to monitor and report any symptoms. If experiencing symptoms, stay home.

If a confirmed person is an employee, their office or other spaces occupied by the employee will be deep cleaned and the employee sent home to work. If the employee cannot work, they will need to contact HR for leave options. Contact tracing will be conducted and those potentially impacted will be contacted

DECISION TREE FOR CONFIRMED CASES

Institutions of Higher Education (IHE) Decision Tree

