Post COVID-19
Daily Operations and Instructional Plan
Fall 2023-24

Overview

Since we now have safe and effective vaccines, ample testing infrastructure, and most people have some level of immunity due to vaccination or infection, the Federal Public Health Emergency (PHE) Declaration for COVID-19 expired effective May 11, 2023.

As we prepare for the start of Fall 2023 semester, we must be mindful that although COVID-19 cases and associated hospitalizations have decreased in recent months, COVID 19 remains an ongoing public health challenge. It is the **"New Normal".**

To combat the spread of the virus, the emphasis on all ATC campus sites is update and/or adjust daily operation and instructional plans in accordance with Centers for Disease Control and Prevention (CDC) and Federal Public Health Emergency (PHE) post COVID 19 emergency recommendations to protect the health and safety of our students, faculty, staff, and visitors while providing quality technical education and customer service in a learning environment that promotes intellectual and social growth.

The Campus Safety Committee will stay abreast of new information on the pandemic and follow public health guidance from the Technical College System of Georgia, Department of Public Health and Centers for Disease Control and Prevention. Updates and reminders will be forwarded to faculty, staff, students, and visitors referencing the COVID-19 situation as needed.

Research has shown that when campuses use multiple prevention strategies, the chances of the virus spreading are lowered. Adherence to these health and safety protocols has served our campus community well and has provided a positive outlook for the Fall Semester.

In the coming weeks and months, the plan is to adhere to the Federal Public Health's (PHE) post COVID 19 emergency declaration measures and recommendations to prevent the spread of the virus and follow the college's mandated Contingency Plan Option listed below.

Daily Operations Plan

Employee Health and Safety Protocols

The success of our return-to-work action plan relies on how well faculty, staff, students, and visitors follow suggested social distancing and health and safety protocols daily. As such, the following protocols have been implemented to ensure your health and safety.

General Employee Health and Hygiene

Practicing good hygiene is essential to prevent the spread of COVID-19. Do your part by practicing good hygiene at work and at home:

- Regularly wash your hands for at least 20 seconds throughout the day with warm water and soap, specifically before eating.
- Cover coughs and sneezes.
- Avoid touching your eyes, nose, and mouth.

To help faculty, staff, students, and visitors remain healthy, the college has installed hand sanitizer dispensers and have disinfecting wipes, sprays, soap, and gloves available throughout the restrooms, offices and buildings. Signage has been posted throughout the campus buildings suggesting that faculty, staff, students, and visitors wash their hands more frequently than normal.

Building maintenance is instructed to disinfect key areas such as faucets, door handles, touchless water fountains, automatic door openers, and other common areas daily. Employees are strongly encouraged to disinfect office space, classrooms, labs, and equipment daily.

Face coverings in accordance with CDC may be worn in public and when physical distancing of 6 feet or more cannot be guaranteed and when entering and exiting the building and when using common areas such as bathrooms, classrooms, labs, offices, breakrooms, lobby, and conference rooms.

Faculty, staff, students, and visitors may provide their own face covering. The college will maintain an inventory of soap, hand sanitizers, disposable masks, gloves, and other PPE items to have on hand for usage.

Get tested if you are sick. Employees who are feeling sick are asked to stay home from the office or campus. Employees who have symptoms of acute respiratory illness should immediately seek medical attention and follow the guidance of a health care provider. Employees with symptoms may be required to work remotely or take PTO.

Employees who have been diagnosed with or are aware they've been directly exposed to COVID-19 should notify HR.

Daily Instructional Plans

Classes for Fall 2023 semester will be offered in face-to-face, hybrid, web-enhanced and/or online formats. Hybrid and online classes may be synchronous or asynchronous. We will continue to encourage all faculty, staff, and students to self-monitor for any symptoms of COVID-19 and self-report direct exposure and/or positive COVID-19 cases to Human Resource Office and/or Exposure Control Coordinator. However, the College community must remain in a state of "readiness" to pivot to social distancing—with a mix of instructional formats of in-person, hybrid, web-enhanced and online modes of instruction—if the situation warrants such a change. This plan describes the maximum extent of in-person instruction for fall semester. Instructors who are designated to provide in-person instructions should be mindful of the possible need to revert to remote instruction and should develop an alternative instructional plan that minimizes the impact on students and academic achievement.

While this information is encouraging news and potentially helpful for our efforts to return to more normal campus operations, uncertainty remains regarding adequate trends in infection rates within our region and adequate trends in the number of citizens being fully vaccinated by the start of fall semester.

Contingency Plan
▪ Option #1-Fall 2023: return to a pre-COVID instructional delivery mode (in-person) with established limits to classroom capacity.

Safety Protocols
Identification Badges or Photo ID

To ensure the safety and security of all individuals on Albany Technical College campuses and sites, all employees (fulltime and parttime) and all students are required to obtain and wear an updated Albany Technical College issued identification badge or photo id while on campus, **effective immediately**.

All employees are expected to wear their badges while at work and it must always be visible. Students are required to have an updated badge each semester. The badge must always be worn and visible when entering the classrooms, labs, or any other area on the campus.

Safety Phone App
To enhance and improve safety on campus, all faculty, staff, and students are required to download the ATC Safe phone app. The app is a custom-branded mobile safety app that is free for download on the Apple App Store or in Google Play. It allows faculty, staff, or students to instantly reach out to campus police for quick help via one-on-one communication. **There is also a virtual friend walk feature.** If there is an active threat, there are safety tips and offline-ready emergency plans on the phone to ensure safety. The college can send out emergency notifications via unlimited geo-located push notifications.

Security Camera System
The college upgraded its existing surveillance camera system to enhance surveillance in low-lit areas, inside buildings, and the exteriors of buildings. Cameras are primarily located at building entrances and other places where security assessment has identified risk to safety or property.