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## Introduction

LCC wants to assure students, faculty, staff, and community we will be “open for business” in January 2021. Our key focus for spring is to ensure students have access to classes in order to complete their academic goals for 2020-2021. However, we will all have to be flexible and adaptable as the status of our region may change, requiring us to quickly shift to alternative plans. Student and employee safety is our highest priority and our preferred plan (and any future updates) reflects that priority.

We look forward to welcoming students back to Lamar Community College when we start our phased move-in for Residence Hall students on January 4 and start classes on January 18. As we continue to monitor current conditions and plan for the safety and wellbeing of students, employees, and our communities, this document contains details about our preferred plan for a **Safe Return to Campus – Spring 2021**. We know these plans can change and we encourage you to continue to work with us as we adapt and adjust in order to ensure the best learning, living, and working environment possible. Your cooperation and understanding will help us maintain our goals of having students safely attending in person classes, living in Residence Halls, and participating in activities and events on and off campus. If each student and employee follows these guidelines and LCC is able to operate as planned, we will better serve students and maintain appropriate staffing levels for doing so.

In planning for our phased return, we focused on the following to guide our decisions:

1. Adopt and implement a comprehensive suite of health and safety protocols for the campus consistent with Center for Disease Control (CDC), Colorado Department of Public Health & Environment (CDPHE), Colorado Department of Higher Education (CDHE), Colorado Community College System (CCCS), and Prowers County Public Health & Environment (PCPHE) guidelines on preventing the transmission of COVID-19
2. Use the phased return of faculty, staff, and students in the fall along with updated public health information to evaluate and improve the implementation of health and safety protocols prior to the return of students, faculty, and staff for spring semester
3. Adhere to public health guidelines regarding physical distancing by prioritizing certain classes for in-person instruction, including experiential, hands-on content that cannot be effectively delivered online, such as labs, studios, and performance classes
4. Expand the ways in which courses can be delivered using combinations of on-campus, online, remote and hybrid instruction, and plan for the continued use of these new flexible formats as needed to maintain safety.
5. Plan for the safe reopening of campus housing and develop dining options that allow for appropriate physical distancing
6. Plan for the start of athletics using appropriate protocols consistent with National Junior College Athletic Association (NJCAA), NIRA, CDPHE, CDHE, and CCCS guidelines
7. Plan for the phased reopening of public venues, such as the Innovate & Make Space, based on capacity restrictions and public health guidelines in place at the time
8. Develop cleaning protocols that follow appropriate guidelines and leverage employee and student participation in keeping spaces clean and safe
9. Ensure LCC actions and activities prioritize the safety of students, employees, and our communities.

## Resources

CDC - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

DOE - <https://ifap.ed.gov/electronic-announcements/030520Guidance4interruptionsrelated2CoronavirusCOVID19>

CDPHE - <https://covid19.colorado.gov/>

Colorado COVID-19 Dial - <https://covid19.colorado.gov/data/covid-19-dial-dashboard>

CDHE - <https://cdhe.colorado.gov/>

NJCAA - <https://www.njcaa.org/COVID19>

Travel Risk Map - <https://globalepidemics.org/key-metrics-for-covid-suppression/>

## QUICK Guidance

- 1. Face Coverings (updated 2-17-2021)** – LCC will follow current [Colorado orders](#) and Prowers County guidance for wearing face coverings indoors and when outdoors with others. Face coverings need to fully cover nose and mouth at all times and are to be worn when indoors with others who are not part of the individual’s nuclear family or group cohort and outdoors when in groups that cannot socially distance. **SEE Appendix A (updated 2-17-2021) for Current LCC Requirements**
- 2. Social Distancing** – LCC will follow current Colorado and Prowers County guidance to observe a social distance of at least six feet both indoors and outdoors when with others who are not part of the individual’s immediate household or established college cohort.
- 3. Capacity** – LCC will follow current allowable capacity based on CDPHE and CDHE guidance and the [Colorado COVID-19 Dial](#) and any existing Prowers County variances in place at the time. This capacity will change as situations improve or worsen. Updates will be posted on the LCC COVID-19 webpage and communicated via email.
- 4. Mandatory Testing** – All new and returning Residence Hall students, student-athletes, and students in in-person programs (such as Cosmetology, Nursing, Welding, Construction Trades, HTM/EBM, etc.) will be required to provide evidence of a negative PCR or molecular COVID-19 test within five days before first returning to campus. Students who test positive will need to coordinate a later return with the COVID-19 Coordinator, Chad DeBono, and their coach/instructors. **SEE Appendix J Mandatory Testing Prior to Return**
- 5. Self-Quarantine** – All student-athletes and students in in-person hands-on courses will be asked to certify they have self-quarantined at home prior to returning to campus. **SEE Appendix H Student-Athlete Self-Quarantine Expectations and Form and Appendix I Non-Student Athlete Self-Quarantine Expectations and Form.** These forms are to be completed and returned to coach or faculty member who will provide copies to the LCC COVID-19 Coordinator. Students who were not able to fulfill self-quarantine will not be allowed to participate in in-person activities on-campus until a 10-day quarantine is completed.
- 6. Weekly Testing (1-18-2021)** – All Residence Hall students, student-athletes, and students in in-person programs (such as Cosmetology, Nursing, Welding, Construction Trades, HTM/EBM, Veterinary Science, etc.) will be required to have a weekly rapid test, as scheduled and coordinated at LCC. Other students and employees may also opt-in to the weekly testing protocol. Anyone with a positive rapid test will be contacted by Prowers County Public Health & Environment for further instructions. LCC will coordinate isolation and quarantine protocols with PCPHE for all persons in contact with the individual. Students required to test will receive email updates and weekly reminders. Please do not skip testing.
- 7. If You Had COVID-19** – Per current guidance, students and employees who have documented evidence (PCR or molecular test results) of having COVID-19 are not required to

test, quarantine, or isolate during a 90-day window after their test date. They are required to continue wearing facial coverings and social distancing and following all other safety guidelines. At the end of 90 days, students and employees with a prior positive will need to follow all protocols.

8. **If You've Been Vaccinated (added 2-17-2021)** – Per current guidance, a student or employee who has documented evidence of having been vaccinated for COVID-19, and it has been at least two weeks since the final dose and no more than three months since that dose, and provided the individual doesn't develop symptoms, (s)he will not be required to quarantine after exposure or travel. Vaccinated individuals will still be required to follow all other safety protocols, including facial coverings and social distancing.
9. **Travel Guidance** – Travel increases the risk of exposure and is discouraged except for essential activities. Guidance may change so please monitor current guidance before any travel. **SEE Appendix B for Current LCC Travel Guidance and Protocols**
10. **Temperature, Symptom, and Travel Checking** – all individuals (employees, students, and visitors) will be required to do a temperature, symptom, and travel check each day whether on or off campus. Students and employees must be prepared to show their status prior to being allowed on campus. LCC will be using **#CampusClear**, which can be downloaded as an app or accessed via web at <https://web.ivy.ai/app/campusclear>. Individuals who have symptoms or who may have been exposed to someone with COVID-19 are advised to call their healthcare provider for guidance and to notify their supervisor (if employee) or faculty member (if student) and Human Resources. Students with LCC health insurance should contact High Plains Community Health Center and other students should contact their own healthcare provider. Students are also asked to notify the LCC COVID-19 Coordinator, Chad DeBono. **SEE Appendix C for Current #CampusClear Protocol.**
11. **Gatherings** – Non-sanctioned social gatherings will be limited to the capacity in place at the time on the [Colorado COVID-19 Dial](#) and/or any local public health guidance. Students who are found in violation of this standard will be disciplined in accordance with the Student Code of Conduct, up to and including, suspension. Employees are requested to follow all social gathering limits in place at the time.
12. **Remote Work** – Because of capacity restrictions based on CDPHE and CDHE guidance and Prowers County status on the [Colorado COVID-19 Dial](#) it is anticipated many LCC employees will continue remote work schedules. Each unit will develop written work schedules and clearly communicate to each other and students which offices and individuals will be available for in-person services. These schedules will be posted and updated on the LCC website.
13. **Training** – All employees and students will be required to complete (unless completed in fall 2020) a mandatory COVID-19 training program online by January 30, 2021. Employee training is available in the Employee Portal. Student training is in D2L.
14. **Cleaning** – LCC will follow all CDC and CDPHE guidance in place at the time. Employees and students will be strongly encouraged to also clean high-touch surfaces (e.g. desktops, door handles, water spigots, etc.) prior to using them.
15. **Personal Accountability** – Because we want to keep LCC open as well as keeping ourselves and others safe, we expect each employee, student, and visitor to follow all guidelines and standards in place at the time and will use student or employee policies to deal with infractions.

## DETAILED Guidance

### Employee Return to Campus

Lamar Community College employees began returning to work on campus Jan. 4, 2021 in a rotation designed to comply with capacity guidelines in place at the time. Campus access will remain limited to only those employees authorized to be on-site each day for their specific building or department based on approved staffing plans. Many individuals and departments will remain predominantly remote. All employees should do a daily check-in with *#CampusClear*.

1. Each department will work according to the staffing schedule created in consultation with the department supervisor. All schedules must be approved by the appropriate executive (president or vice president) and the COVID-19 Response Team.
2. Schedule changes must be approved by the department supervisor prior to occurring. The supervisor will communicate changes to campus via email and students via the LCC website.
3. During capacity restrictions based on the [Colorado COVID-19 Dial](#), only employees scheduled to be on campus are allowed to access the campus each day. Access outside of an assigned day will still require advance, written permission from LCC HR or designee. When capacity changes, the COVID-19 Response Team will update the college via email and posting on the LCC website.
5. Every employee will be required to monitor their temperature, symptoms, and travel daily, whether on campus or off using *#CampusClear*
6. Even if an illness seems minor, employees who have a fever or are experiencing any of the many COVID symptoms, they must stay home and report the information to their immediate supervisor and notify LCC HR or COVID-19 Coordinator. Employees will then work with the Director of Human Resources or COVID-19 Coordinator (or designee) to determine next steps prior to returning to work on campus.
7. Employees must remain prepared to return to campus or work remotely at any time, based on changing conditions. The LCC COVID-19 Response team will coordinate communication to ensure timely updates when capacity status changes.
8. Employees are expected to adhere to all symptom-checking and tracking, facial covering, social distancing, hygiene, travel requirements, limits on social gatherings, and guidance in place at the time. It is each employee's responsibility to remain informed about current guidance and requirements. Failure to comply with all safety and capacity requirements in place at the time will result in discipline, up to and including termination.
9. Employees who require medically-necessary accommodations to the facial covering requirements for working on site must contact the Director of Human Resources to make arrangements for accommodation prior to reporting to work without facial coverings.
10. Employees who are in a vulnerable population and/or are caring for an immediate family member in this category and qualify to work remotely if their job allows and must work with their supervisor and the Director of Human Resources to determine a feasible solution.
11. Employees who have primary or secondary school-aged children who require homeschooling are encouraged to reach out to the Director of Human Resources to determine work solutions to assist with this.

11. Employee travel for work will be limited, and MUST have prior approval from a direct supervisor and the director of human resources prior to occurring as well as all the usual travel approval paperwork.
12. Personal travel remains at the discretion of the employee, however per the “Safe Return to Campus” plan, personal travel should be reported to your immediate supervisor and HR Director Shelly Tomblason or VP Chad DeBono prior to travel in the event that special considerations for return to work on campus are required.
13. Employees who travel outside of LCC’s service area for either work or personal reasons may be required to quarantine and work remotely for a period of up to 10-14 days prior to being allowed back on campus. Each case will be based on the Updated Quarantine Guidance – January 25, 2021.
14. Employees should follow current guidance (per the [Colorado COVID-19 Dial](#)) regarding personal gatherings in order to minimize risk to themselves and fellow employees and students. Employees who choose to attend social gatherings exceeding current limits in place at the time may be required to quarantine and work remotely. Employees are strongly encouraged to consider the impact on colleagues and LCC when choosing to ignore public health guidance
15. Employees must avoid or limit all interoffice visiting while on campus. The use of email, text, phone, or other communication tools, such as Jabber, or Webex Teams allows employees to communicate with fellow workers and should be used in preference to in-person visits while capacity is limited. If office visits do take place with coworkers, all facial covering and social distance requirements must be followed during the visits.
16. Shared refrigerators, microwaves, and Culligan water systems will be allowed in common areas. Employees will use wipes to sanitize handles and high-touch surfaces prior to use. Shared coffee and tea kettles are not safe and will not be allowed during fall semester. Pot lucks, shared food items, buffets, etc. are not safe and will not be allowed. Employees should plan to bring and use their own plates, utensils, etc.

## Instructional

Lamar Community College is planning on returning to face-to-face course delivery following all capacity and safety guidelines in place at the time. This means some classes may start remotely with only hands-on classes and labs meeting in-person based on current capacity limits. Additionally, LCC will provide on-line and remote course delivery options for faculty and students who require/desire it. All faculty will develop plans to transition to from remote delivery to in-person, and/or from in-person to remote, and/or late-start classes as needed. Fully online classes, via CCCOnline, will continue to be at the same prices as regular LCC courses for spring semester in order to provide more options for students. Some CTE classes will continue in person instruction, as approved by the Dean of Academic Services. In order to achieve this objective, the following will be implemented.

1. All academic departments, in consultation with Dean and VP, will develop plans for alternate/remote delivery for all courses. All plans will include possible transition from one mode of delivery to an alternate mode, for example, starting face-to-face and moving to remote, as the situation warrants.
2. Departments that require hands on instruction will develop written plans for face-to-face components of their curriculum. Plans include protocols and guidance to ensure health and safety. Plans will be reviewed by Dean and VP and COVID-19 Coordinator for approval
3. Classrooms will still be assigned to courses to allow for easy transition between face-to face to remote.

4. Faculty will be offered professional development opportunities for remote-delivery trainings, webinars, and workshops using virtual conferencing tools.
5. Faculty will be provided a repository of remote delivery resources.
6. Academic leadership will host remote meetings (and in-person, if possible, depending on current capacity restrictions) to update faculty on campus development and to share updates and concerns.
7. In addition to the COVID-19 webpage, students will be provided information on health and safety through existing LopesCares website, marketing and other resources.
8. Learning Support Staff, including the MAP Center, will develop virtual programming, virtual office hours, and will proactively reach out to students to facilitate access to resources and support for success during the term.
9. The BIT team will meet to develop strategies to proactively identify students at risk. Current protocols of the team are already adapted for multiple work modalities.
10. Faculty for each lab course and CTE program will develop written plans for face-to-face components of their curriculum. Plans include protocols and guidance on health and safety. Plans will be reviewed by Dean and VP and COVID-19 Coordinator for approval.
11. Faculty will hold Faculty Senate and ARC meetings with a virtual option to meet current capacity limits on face-to-face meetings and accommodate faculty working remotely or who need/desire remote work.
12. Administration will provide remote conferencing tools and ensure that training is available for faculty and instructors in use.
13. Dean and VP will conduct faculty evaluations of classes in remote environment as they currently do with face-to-face. Process includes class observations, student evaluations, one-on-one consultations with faculty, and development of professional development plans.
14. LCC's current Distance Learning program will be used to increase and manage remote learning capacity.

## Student Services

Support Services will work remotely and in-person following capacity guidelines on the [Colorado COVID-19 Dial](#). Schedule will be communicated to students and employees and posted on the LCC website. Staff who are not on campus will be available remotely to meet with students and employees via phone, email, and teleconferencing tools. In order to achieve this objective, the following will be implemented.

1. All staff will have two workstations (one at home and one on campus) or will move technology back and forth between locations.
2. All staff will be equipped with technology needed for remote delivery of services and will communicate with students using these tools, including Recruit, Navigate, email, phone and in person.
3. Information will be updated to provide students with days/times staff are in the office and available for face-to-face meetings. Staff will provide students with alternate means of communication for times when they are not in the office.
4. Depending on capacity limits in place at the time, in-person appointments will happen with all established safety protocols in place to mitigate spread of virus.
5. Students will be contacted via email, phone, Navigate, Recruit, and SignalVine.
6. Campus visits will occur as capacity allows and with established safety protocols in place.
7. Students will be encouraged to submit all forms electronically.
8. Students will be able to use their student portal to receive information from Student Services.

9. Special Populations Coordinator will work with all students who have medically-necessary needs for accommodations and faculty to provide accommodations to students in face-to-face and remote environments. All communications, including forms, will be made available in alternate format upon request.
10. Virtual tool career exploration tools, such as YouScience and Focus2, are available to students via college website and portal. Consultations can be done remotely
11. Basic need and food items will be available to students in need through the Lopes Pantry. No-contact delivery and/or pick up will be made available.
12. LopesCares reporting tools will be maintained and monitored via email and telephone.
13. Sponsors of Clubs and Organizations may implement Zoom/WebEx meetings as an option for students to meet on a regular basis. Based on capacity limits at the time, if sponsor and students agree to have meetings that require a physical presence, members must adopt and implement a physical distancing plan following guidance in place at the time. This plan must be approved by LCC's COVID-19 Coordinator, VP Chad DeBono and will include:
  - Number of sponsors(s) and students present for the meeting.
  - Length of meeting and nature of activities on the agenda.
  - Mechanisms to conduct sponsor and student symptom check.
  - Face coverings, 6 feet of social distancing, cough/sneezing etiquette.
  - Provisions for hand sanitizer and enhanced cleaning.
  - Provide remote options for participants that do not want to be physically present.

A checklist for meetings is located in **SEE Appendix G – Spring Meeting and Event Checklist**

## Residence Life

LCC plans to house students in Todd Burch Hall and Prowers House. The college plans to begin check-in on January 4<sup>th</sup>, 2021. Upon move-in, all residents will be required to social distance and use face coverings in all areas with the exception of within their room for 14 days after which “Family Unit” cohort groups may relax those requirements as long as they continue to social distance and wear face coverings in settings away from the Residence Halls.

1. LCC plans to house 175-180 students for the spring semester, with no more than 2 students per room. The college is leaving 4 rooms in Prowers House vacant for isolation or quarantine purposes and will use rooms in Todd Burch as needed for the same.
2. With common bathrooms on 5 wings of Todd Burch, enhanced cleaning protocols and schedules will be developed and communicated clearly. Students will also be advised to clean high-touch surfaces prior to use. Students in Prowers House will maintain their own bathrooms and will be provided supplies for doing so.
3. All students in housing will be required to have a negative PCR or molecular COVID-19 test within five days before their scheduled move-in date. Students will also complete a comprehensive screening form prior to check-in.
4. One (1) parent at a time will be able to assist with move in. If the student has additional parent(s)/family members/friends, they will be required to remain outside during the move and will not be permitted in the building.
5. All student-athletes residing on campus will be provided directions by their respective coach to self-quarantine at home for 14 days prior to checking into the Residence Hall and will need to submit a certification form. This 14-day quarantine is nonnegotiable and coaches will contact student-athletes regularly to ensure directions are being followed.
6. All non-athlete Residence Hall students are asked to complete a 14-day self-quarantine prior to their arrival to campus.



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as of February 17, 2021**

7. Students unable to complete the self-quarantine requirement will need to quarantine upon return to campus and repeat a COVID-19 PCR or molecular test on day seven (7) of quarantine.
8. Check-in dates and times will be established for all athletic teams and other resident students. Current proposed schedule (11-25-20) :

9.

Sunday, January 3<sup>rd</sup>

1. Residence Hall students enrolled in Winter Term Course who do not have remote class access at home
2. Students that have booked flights & unable to change

Monday, January 4<sup>th</sup>

3. Women's Basketball (15-16) 2:00 p.m. – 6:00 p.m.
4. Men's Basketball (25-27) 2:00 p.m. – 6:00 p.m.
5. Women's Volleyball (14-15) 2:00 p.m. – 6:00 p.m.

Tuesday, January 12<sup>th</sup>

6. Men's Baseball (54-55) 10:00 a.m. – 5:00 p.m.

Wednesday, January 13<sup>th</sup>

7. HTM/EBM (10-12) 10:00 a.m. – 5:00 p.m.
8. Men's & Women's Rodeo (16-18) 10:00 a.m. – 5:00 p.m.
9. Golf (5) 10:00 a.m. – 5:00 p.m.

Thursday, January 14<sup>th</sup>

10. Women's Softball (24-25) 10:00 a.m. – 5:00 p.m.
11. All other students (TBD) 10:00 a.m. – 5:00 p.m.

Friday, January 15<sup>th</sup>

12. New Student Orientation - virtual
13. All other students

- Check-in times are listed above. If students are unable to arrive during these times, they must contact the Coordinator of Resident/Student Life to determine other arrangements. Only extenuating circumstances will allow for scheduling outside these times.
  - Students will need to wear face masks and observe social distancing with all other residents, with the exception of roommates. (This includes the cafeteria, lobby, and computer labs)
  - No visitors (on or off-campus) will be permitted in student rooms.
  - No large gatherings, unless outdoors and socially distanced.
  - Off-campus social gatherings not pre-approved by Director of Residence Life or coaches are not allowed and Residence Hall students will be disciplined for doing so.
8. Students will be advised to again to only bring essential items only during the check-in process. Due to the unknown and variability of Executive Orders and guidance to higher education, this will make it easier for students if LCC is required to shift to remote learning and/or end the term early. Excess décor, supplemental furniture, appliances, and non-essential items are not recommended.
  9. Hand sanitizers are located at the main entrance, at the lobby bathrooms, and in each wing.

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as of February 17, 2021**

10. LCC will follow enhanced cleaning in all common areas and high-touch surfaces, consistent with enhanced cleaning practices of other non-residential areas such as academic buildings. Custodial workers should be provided appropriate PPE and training consistent with their duties. See CDC guidelines for cleaning and disinfecting facilities (available at <https://www.cdc.gov/coronavirus/2019ncov/community/reopen-guidance.html>).
  - All Bathrooms
  - Doorknobs/Railings
  - Keyboards in Computer Lab
  - Lobby Furniture
11. LCC will provide frequent reminders of proper hand hygiene (verbally, posters, videos) with hand sanitizer widely available in common areas. Signage on social distancing and face covering requirements will be posted depending on the requirements.
12. LCC will widely share/post information in common areas about COVID-19 prevention. Posted information will be updated as appropriate or with significant changes.
13. Residence Hall students who are unwilling to comply with safety expectations, such as face covering, social distancing, no gathering, symptom checking with *#CampusClear*, etc. will be in violation of the LCC Student Code of Conduct and will be disciplined accordingly, up to and including eviction.
14. Events and social activities will adhere to all capacity limits, physical distancing, and safety guidance in place at the time. LCC will reconfigure seating in common areas to ensure proper physical distancing and establish allowable occupancy and train Coordinator, Janitors, and Resident Assistants to monitor and enforce.
15. Occupancy of public areas will follow all capacity guidance in place at the time and will be limited. Students using equipment will be provided disinfectant prior to use.
16. Students feeling sick will be instructed to stay in their room and self-isolate. Students should contact housing staff by phone or text to discuss symptoms. Depending on symptoms and needs, housing staff will identify next steps and/or medical support options. Coordinator of Residence/Student Life will work with local health provider and Director of Prowers County Public Health & Environment to determine if student needs to be isolated in one of the designated isolation/quarantine rooms and/or transported to a medical facility
17. If a resident student contracts or is exposed to COVID-19, LCC will work with the local health provider and the Director of Prowers County Public Health & Environment to determine if the student can be supported on campus or if they need to be isolated/quarantined off campus. For students who have been exposed, have symptoms, or have tested positive for COVID-19, the LCC COVID-19 Coordinator will work with the Director of Prowers County Public Health & Environment for additional guidance and to determine what additional resources are available.
18. Students with medical conditions and/or are at high-risk should take personal assessment of the risks of COVID and Residence Hall living and discuss remote and/or online course options and alternatives with their advisor.

### Dining Services

All students residing on campus will be required to purchase a 19-meal plan.

The Lamar Community College: Return to Campus Dining Services Plan has been developed in partnership with Sodexo Food Services, LCC's contract provider.

1. Outside guests will be prohibited. Faculty and staff of the college may dine based on space availability, utilizing all safety guidelines in place at the time. Seating capacity will be based on the [Colorado COVID-19 Dial](#)
2. Tables and chairs will be cleaned and sanitized before each meal plan period and after each meal plan period. All service-wares will be cleaned and sanitized between uses.
3. Diners will be served by staff with limited contact between the diner, service staff members and all contact surfaces in serving areas.
4. Fountain-dispensed soda beverages will be available via lever-action fountain beverage machine utilizing single-serve cups. Refills will not be allowed. Beverage dispensers will be cleaned and sanitized after every meal.
5. Take-out and grab-and-go food options will be available for diners who prefer to not sit in the dining hall
6. Plexiglas barriers will be in place for door-cashier. Stand sneeze-guards will be in place at all food stations. Point-of-sale station will be equipped with contactless payment method.

### Athletics

This spring, Lamar Community College will have between 165-175 student-athletes with 160-165 of these students residing on campus. Athletics presents a high risk of transmission in athletic settings due to frequent physical contact, potential for aerosolization during exercise, the use of items that can carry infection (shared towels, water bottles, athletic equipment, balls, etc.), and the potential physical effects of over-training and dehydration on disease resistance. To ensure student-athlete safety, LCC will align all safety practices with CDC, CDPHE, CDHE, CCCS, PCPHE, and NJCAA/NIRA, guidelines in place at the time. Additionally, LCC has a partnership with High Plains Community Health Center (HPCHC), which has a site in the LCC Wellness Center, which is student-athletes may use for services.

### LCC Sanctioned Sports

Men's Baseball - [NJCAA link](#)

Men's Basketball - [NJCAA link](#)

Men's Golf - [NJCAA link](#)

Women's Softball - [NJCAA link](#)

Women's Volleyball - [NJCAA link](#)

Women's Basketball - [NJCAA link](#)

Men's & Women's Rodeo – [NIRA Guidelines in Appendix D](#)

LCC's Return-To-Play Policy is based on bringing student-athletes back to campus and forming team "family units"/cohorts. The goal at LCC is to "**protect the athlete, protect the team, protect the season**". When student-athletes are in their family unit they will function together while still following basic safety protocol in place at the time (e.g., hand washing, self-screening, mask wearing and social distancing when applicable), but they will not be wearing face coverings or social distancing when practicing or competing within the team's "family unit". Outside of that unit they will follow all additional campus protocol and guidance in place at the time.

1. Student-athletes will be directed to self-quarantine for 14 days at home prior to arrival to Lamar. All student-athletes will complete a certification form verifying they followed self-quarantine directions, which will include evidence of a negative COVID-19 test within five days before returning to campus.

2. Student-athletes will return on a staggered schedule by team and will begin to form a “family unit”/cohort group. See schedule above?
3. New student-athletes will complete a medical packet that identifies any preexisting chronic medical conditions and all student-athletes are required to have a new physical with COVID-19 screening form submitted upon return to campus.
4. Coaches will be responsible for monitoring the overall health of their student-athletes. Student-athletes will be required to complete symptom/temperature/travel screenings via the #CampusClear app or website <https://web.ivy.ai/app/campusclear> once per day and report any changes in health prior to games and travel. Before each practice, study hall, conditioning activity, or organized event, coaches will be required to have each student-athlete provide evidence of #CampusClear pass and verbally affirm nothing has changed that day.
5. If a coach or student-athlete shows symptoms they will be isolated away from the team until tested or cleared by a doctor. If the student is a resident of the dorms, he/she will follow the isolation/quarantine procedure described previously.
6. It is each coach’s responsibility to monitor student-athlete compliance with safety guidelines, including #CampusClear. The Coach and Athletic Director will work collaboratively with the COVID-19 Coordinator, Director of Residence Life and PCPHE and HPCHC to ensure that appropriate monitoring, support, and follow-up are being done properly for student-athletes with symptoms, in quarantine, or isolation
7. All students/coaches/staff will receive training/instruction in regards to hygiene, social expectations, and a safe return to physical activity practices. Signs will be posted outlining COVID-19 symptoms and messaging of the importance of health.
8. Hand sanitizer stations will be located on team benches, locker rooms, weight room, off-site facilities at Merchants Park and Citizens Field and in all buses.
9. Face coverings, social distancing, and approved occupancy per capacity limits in place at the time will be adhered to in all other areas used by student-athletes. This includes Residence Halls, Weight Room, Indoor Hitting Cages, Study Halls, and other areas used by team members.
10. CDPHE has made a determination as of 11/24/20 that student athletes will not be required to wear masks during competition. However, masks must be worn by coaches, support staff, players residing on the bench, warmups, locker rooms, and all other times when not competing.
11. Each student-athlete will have his/her own water bottle. Shared water devices will be eliminated.
12. Prior to use, weight room/cardio room equipment will be cleaned by user, with additional cleaning and sanitizing being done by Residence Life Work-study. Rooms will be fogged each evening.
13. LCC will post the maximum number of participants for weight room. Additionally, there will be no open time in this room. Coaches will need to schedule times. If possible, different entrances and exits will be established.
14. Maximum number of participants will be established for indoor hitting area. If possible, different entrances and exits will be established.
15. Locker rooms will be used by one team cohort at a time with cleaning protocol between cohorts. Showers will be closed.
16. Athletic venues and media sites will have COVID-19 safety protocol signage.
17. Game day rules for home game spectators will include social media messaging regarding venue rules, one entry location with hand sanitizing unit(s), requirement of spectators, usage

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of face coverings, and social distancing chart for each venue based on guidelines for spectator capacity. Most events will be livestreamed.

18. Following NJCAA rules, if spectators are allowed, they may not come into contact with student-athletes and must wear face coverings during the contest. They may only come into contact with the student-athlete after towel off, hand sanitizing, and student-athlete putting on a face covering.
19. Health screening (taking temperatures and symptom self-screening and reporting via the #CampusClear app or website <https://web.ivy.ai/app/campusclear>) will occur for all officials. Locker rooms will be cleaned before and after use. Each official will have clean towels available (no sharing) and individual water/sports drinks available for each official.
20. Visiting team will be contacted to distribute LCC protocols including temperatures and self-screening of all student-athletes, coaches and others, minimizing opposing team contact with LCC personnel; locker rooms cleaned before and after usage; and hand sanitizers in visiting locker rooms. Showers will be closed.
21. Game-day rules for travel include contacting opposing team's Athletic Director to comply with designated COVID-19 protocols. Health screening checks of all student-athletes/coaches/ drivers prior to departure. Bus/van will be thoroughly cleaned prior to departure and upon return.
22. Route to destination will be planned to minimize stops. Student-athletes, coaches and any accompanying volunteers will use face coverings at all times when off the bus during transit, and will limit stops to eat and use facilities, and utilize take-out dining. They will use Hand sanitizer upon return to the bus.
23. Coaches will monitor all travelers throughout the trip, following daily self-screening protocol and temperature-taking. If symptoms are reported by any member, all members will wear face coverings and social distance as bus allows. Athletic Director will be appraised of all travel occurrences and maintain all records.

### Cohort Seclusion Protocol for Student-Athletes – Spring 2021

1. Student-athletes will follow all travel protocols in place at the time of travel. All student-athletes will also complete a Student-Athlete Travel Agreement (**Appendix E**) for each trip to another college or venue.
2. If all travel protocols and agreements are stringently followed, student-athletes may resume normal routines upon return.
3. Should a team be inadvertently exposed during officially-sanctioned travel, the team will use a "cohort seclusion protocol" which allows them to practice, compete, study, live, and eat together as long as they are secluded from other students, LCC employees, and community members. Coaches will work directly with Chad DeBono, COVID-19 Coordinator to determine if they need to use this process upon return from travel. He will also notify the Dean of Academics to arrange for remote learning for affected student-athletes.
4. Cohort members will also continue weekly rapid testing as scheduled. Should any member test positive, cohort members will be required to quarantine per CDPE guidance in place at the time.

### Cohort Seclusion Protocol for Healthcare Students – Spring 2021

1. Healthcare will follow all travel protocols in place at the time of travel for clinical and practicum. All Healthcare students will also complete a Student Travel Agreement (**Appendix F**) each semester

2. If all travel protocols and agreements are stringently followed, healthcare students may resume normal routines upon return.
3. Should a group of students be inadvertently exposed during officially-sanctioned travel, the student group will use a “cohort seclusion protocol” which allows them to study, learn, interact, and eat together as long as they are secluded from other students, other LCC employees, and community members. LCC’s Director of Nursing and Allied Health will work directly with Chad DeBono, COVID-19 coordinator to determine if any groups need to use this process upon return from travel.
4. Cohort members will also continue weekly rapid testing as scheduled. Should any member test positive, cohort members will be required to quarantine per CDPE guidance in place at the time.

### LCC Fitness Center

The LCC Fitness Center is located in the LCC Wellness Center. The Fitness Center consists of one Main Room, one Aerobic/Free Weight Room, and one indoor track. Bathrooms and locker rooms are provided for members.

LCC Fitness Center will follow all guidelines and capacity limits provided by the Colorado Department of Public Health & Environment and the [Colorado COVID-19 Dial](https://covid19.colorado.gov/safer-at-home/recreation). Additional Information is available at <https://covid19.colorado.gov/safer-at-home/recreation> for indoor gyms, indoor fitness classes, recreation centers, bowling alleys, pools, indoor sports facilities including:

1. Deep cleaning of facility will again occur prior to opening for spring
2. During [COVID-19 Dial](https://covid19.colorado.gov/safer-at-home/recreation) Level Red, usage will be limited to 10% capacity with no more than 10 indoors per room and groups less than 10 socially distanced, Reservations will be required. Participants will be screened with temperature and symptom check prior to working out. Face coverings and 6 feet social distancing will be required at all times
3. Capacity at 10%
  - Fitness Center Room: Capacity: 50 10%: 5
  - Aerobic Room: Capacity: 12 10%: 1
  - Track Capacity: NA 10%: 6-Feet Social Distance/1-Way Direction/10 Max
4. Capacity at 25% at 6ft distance - Capacity increased 1-25-2021
  - Fitness Center Room: Capacity: 50 25%: 12
  - Aerobic Room: Capacity: 12 25%: 3
  - Track Capacity: NA 25%: 6-Feet Social Distance/1-Way Direction/15 Max
5. Capacity at 50% at 6ft distance - Capacity increased 2-8-2021
  - Fitness Center Room: Capacity: 50 50%: 14
  - Aerobic Room: Capacity: 12 50%: 4
  - Track Capacity: NA 10%: 6-Feet Social Distance/1-Way Direction/20 Max
6. There will be signs for employees and customers outlining the following:
  - Stop! Feeling Sick? Stay home when you are sick.
  - Stop the Spread of Germs. 6 Feet. Cover your cough/sneeze. Clean and disinfect objects & surfaces
  - Know the symptoms of COVID-19.

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7. Employees and customers will read the Required Guidelines prior to first attendance day and then have a temperature check and complete a Health Screening Form for COVID-19 for each attendance day. Individuals with temperatures will not be required to complete the screening form and will be advised to leave and contact their healthcare provider. Individuals with symptoms or exposure to someone with COVID-19 will also be asked to leave and consult their healthcare provider about next steps.
8. Fitness Center Employees who exhibit COVID-19 symptoms should not come to work.
9. Fitness Center Employees who develop COVID-19 symptoms while at work should immediately notify their supervisor and be separated from others, sent home, and contact their healthcare provider.
10. LCC will be using and replenishing appropriate cleaning supplies. Spray bottles and towels will no longer be used by members.
11. Employees and customers must ensure all equipment is cleaned and disinfected in between each use.
12. Employees will disinfect equipment 1/per hour. This is in addition to members cleaning the equipment prior to use.
13. Water dispenser will not be in use until further notice. Patrons should bring their own water bottle and plan to drink only before entering the Fitness Center or upon exit, not while in the Fitness Center.
14. Towels will no longer be offered to members.
15. LCC will operate fans to increase ventilation in the fitness center room.
16. Bathrooms will be available. Locker rooms will be designed so that members who use lockers can maintain 6-foot social distancing. Face coverings will be required in the locker room. No showers

## **APPENDIX A – (Updated 02-17-2021) Facial Covering Guidance**

**[Governor’s Executive Order regarding D 2021 035 –Extending Executive Orders D 2020 039, D 2020 067, D 2020 092, D 2020 110, D 2020 138, D 2020 164, D 2020 190, D 2020 237, D 2020 245, D 2020 276, D 2020 281, D 2020 0007 Ordering Individuals in Colorado to Wear Non-Medical Face Coverings](#)**

***This Executive Order extends the requirement for all individuals over ten (10) years old to wear a face covering over their nose and mouth when entering or moving within any Public Indoor Space for thirty days or until March 6, 2021. Further extension of the Order may occur.***

**Colorado Community College System colleges received updated guidance from System Legal on 8-26-20 and further guidance on 2-12-21.** This guidance supersedes previous CCCS and LCC guidance on facial coverings. Thank you for your attention to the update. We appreciate your work in keeping LCC safe and open.

### **Mandatory Minimum:**

*Face Coverings\** – LCC will follow Colorado orders and Prowers County guidance for wearing face coverings indoors and when outdoors with others. Face coverings need to fully cover nose and mouth at all times and are to be worn when indoors with others who are not part of the individual’s nuclear family or athletic cohort and outdoors when in groups that cannot socially distance.

\* A face covering can be a cloth covering over the face and mouth, which can include a purchased or homemade mask. Per the CDC, face coverings or masks with one-way valves or vents that allow air to be exhaled through a hole in the material can result in expelled respiratory droplets that can reach others. This type of mask does not prevent the person wearing the mask from transmitting COVID-19 to others. Therefore, CDC does not recommend using face coverings or masks for source control if they have an exhalation valve or vent.

As to face shields in lieu of cloth face coverings, the CDC and Colorado Department of Public Health & Environment do not recommend face shields as substitutes for face coverings or masks. The CDC guidance indicates that if face shields must be worn in lieu of a face covering or mask, the face shield should wrap around the sides of the wearer’s face and extend to below the chin or be a hooded face shield. Disposable face shields should only be worn for a single use. Reusable face shields should be cleaned and disinfected after each use. See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

### **Recommended:**

**Per updated CDC guidance regarding face covering and masks, the following is recommended:**

**Recommended face coverings/masks\***



- **Two or more** layers of washable breathable fabric (wearing just one face covering is a less effective means of protection);
- Completely covers your nose and mouth;
- Fits snugly against the side of your face and don't have gaps; and
- Has a nose wire to prevent air from leaking out of the top of the face covering.

**Not recommended face covering or mask**

- Wearing bandanna or scarf, unless a face covering is worn underneath.
- Face shields unless a face covering is worn underneath or an approved exception applies.
- Face coverings that have exhalation valves or vents which allow virus particles to escape.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

If an employee does not have a face covering or forgets to bring one to work, they should contact VP Chad DeBono or Human Resources.

If a student does not have a face covering or forgets to bring one to school, they should contact VP Chad DeBono or Executive Assistant Misti Fronterhouse.

\*Students and employees with documented medical disability reasons for not wearing face coverings are exempt and will receive guidance for alternative solutions by our Special Populations coordinator at 719.336.1533 (for students) and HR 719.336.1572 (for employees).

Employees in shared work spaces are to wear facial coverings at all times. Employees are able to remove facial coverings when they are alone and working inside their private office with the door closed.

However, the covering should be kept near-by so that it can be put back on whenever someone enters to interact with them. Specifically, the current guidance from the CDC states the following: facial coverings are to be worn in all common areas and shared, indoor space. The full guidance is found at this link under the FAQ section "In the Workplace" towards the bottom of the page:

<https://covid19.colorado.gov/mask-guidance>

Employees who do not wear facial coverings while outside of their offices or when meeting with someone will be addressed as follows:

- First warning - Employee will be verbally reminded by their direct supervisor of the requirements, given a copy of this document, and asked to put their covering on, and wear it as required. If they did not bring their facial covering, they will be sent home to get it or be provided a disposable mask.
  - The employee will then be required to confirm to their direct supervisor that they have the facial covering, and are wearing it as required, each day going forward for a period of one working week, and will not be allowed to remain at work unless they can show

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that they have a covering, and are wearing it as required, with them at the start of their work schedule.

- Second warning – Employee will receive written reminder of the requirement from their direct supervisor and will be requested to follow the state mandate.
  - The employee will then be required to confirm to their direct supervisor that they have the facial covering, and are wearing it as required, each work day going forward until the facial covering mandate is lifted ([https://drive.google.com/file/d/1FcqI9umtl5rFiq\\_wMdQ0v\\_-gWMv2jg\\_4/view](https://drive.google.com/file/d/1FcqI9umtl5rFiq_wMdQ0v_-gWMv2jg_4/view)). The employee will not be allowed to remain at work unless they can show that they have a covering with them at the start of their work schedule, and are wearing it as required.
- Third warning– Employee will receive a formal, written reprimand from their direct supervisor. HR will also be notified of the written warning, and a copy will be placed in the employee’s personnel file.
- Any subsequent instances of not following the state mandate to wear facial coverings will result in the appropriate progressive discipline, based on employment category.

LCC COVID-19 Public Preferred Plan can be found here: [LCC COVID-19 Update Page](#)

CCCS Guidance related to COVID and facial coverings can be found here:  
<https://internal.cccs.edu/coronavirus/>

Colorado Department of Public Health & Environment guidance related to facial coverings can be found at: <https://covid19.colorado.gov/mask-guidance>

Additional CDC guidance on the [“Use of Cloth Face Coverings to Help Slow the Spread of COVID-19”](#) is [available online](#). This guidance discusses wearing, cleaning and removing face coverings. This document also has instructions on how to make your own face covering.

## APPENDIX B - Updated Travel Guidance (with 10/29 Personal Travel Addendum)

### **Business Travel:**

Per the “Safe Return to Campus” plan, employee travel for work will be limited, and MUST have prior approval from a direct supervisor and the director of human resources prior to travel occurring as well as all the usual travel approval paperwork.

### **Out-of-Area Travel Guidelines:**

The Colorado Department of Health & Environment (CDHE) states the following in the guidance for higher education as it relates to travel: “Limit non-essential travel for faculty and staff and implement a 10 to 14-day self-quarantine measures when travel does occur.” Lamar Community College will use the following guidance for employee travel and return to campus following travel:

1. All college travel will be evaluated for necessity and safety. LCC will use the Harvard Case Map at <https://globalepidemics.org/key-metrics-for-covid-suppression/> as its guide for areas of the country. Mode of travel will also affect travel approval. Please ensure business travel requests are made with enough time for all necessary reviews and approvals to be obtained. When traveling, you are asked to continue using face coverings, social distancing, and frequent hand washing to ensure your personal safety (and that of your colleagues) upon your return. It is also recommended you use private transportation to the greatest extent possible.
2. Personal travel remains at the discretion of the employee, however per the “Safe Return to Campus” plan, travel should be reported to your immediate supervisor and HR Director Shelly Tombleson or VP Chad DeBono in the event that special considerations for return to work on campus are required.
3. It is requested BEFORE you travel, please report the location(s) you are going to and the mode of transport you will use as well as the individuals/groups you will be interacting with. It is recommended you use the Harvard Case Map as a guide - <https://globalepidemics.org/key-metrics-for-covid-suppression/> because that is what LCC will be using. The map changes daily, so you are advised to monitor conditions prior to and during travel.
4. After you travel, it is requested that prior to return to campus, please touch base with either HR Director Shelly Tombleson or VP Chad DeBono who will coordinate with your supervisor so you can follow the best next-steps for a safe return to campus.
  - a. As long as you are symptom-free and attest you have not been with anyone with symptoms or who has tested positive, if you traveled to an area in green or yellow on the map at time of travel and have used private transportation, you may plan to return immediately.
  - b. If you traveled to an area in orange on the map at the time of travel, other factors that determine your safe return to work on campus will be considered on a case-by-case basis. Contact VP DeBono or HR to discuss travel of this nature.
  - c. If you traveled to an area in red on the map at the time of travel, you will be asked to self-quarantine and work remotely, or use leave, for 10 to 14 days (based on your travel factors – see Updated Quarantine Guidance - January 26, 2021) prior to returning to work on campus.

- d. If you used public transportation (air, bus, or train travel), you are asked to self-quarantine and work remotely, or use leave, for 10-14 days (based on your travel factors – see Updated Quarantine Guidance - January 26, 2021).

### Personal Travel Addendum – 10/29/2020

We know this has been a long pandemic and each of us has reasons for needing to travel to other areas of the state or out-of-state occasionally. As per prior guidance, if your travel is to a Red Zone on the [Harvard COVID-19 map](#) on the date of travel, you will be required to quarantine for 14 days upon your return in order to minimize risk to LCC and its students and employees. In some cases, you may be asked to postpone your personal travel because your quarantine absence would create a hardship for students, your department, and/or the college.

Should you be required to quarantine, every effort will be made to support remote work if your job category allows. If your job category requires in-person attendance, you have not used the 80 hours of Families First Coronavirus Recovery Act (FFCRA) leave or you have accrued leave, you will be required to use FFCRA or accrued leave. If you have no more FFCRA or accrued leave, you will be on unpaid status. If your job category has no leave, you will be on unpaid status once you exhaust the 80 hours of paid FFCRA leave.

For certain categories of travel, you may request a variance to the LCC protocol as described below.

**Red Zone Travel Variations for Personal Travel** – Will not require 14-day quarantine if the following conditions are met. Variations must be discussed and pre-approved by supervisor and LCC HR Director (in the HR Director's absence, LCC's COVID-19 Coordinator will work with your supervisor).

1. Health care appointment – one day
  - a. Pre-approved by Supervisor and HR Director
  - b. Travel to and from in personal vehicle alone or with household members only
  - c. Observing all healthcare facility precautions and mask wearing/social distancing
  - d. No sit-down/indoor restaurants or bars
  - e. No mall, stores, movie theatres, personal services\*, or other indoor locations
  - f. No gatherings or meeting other individuals except for those involved in purpose of your trip
  - g. Medical necessity
2. Business appointment\*\* – one day
  - a. Pre-approved by Supervisor and HR Director
  - b. Travel to and from in personal vehicle alone or with household members only
  - c. Strict social distancing and mask wearing during appointment
  - d. Business meeting with only one person (or multiple people from one household)
  - e. No sit-down/indoor restaurants or bars
  - f. No mall, stores, movie theatres, personal services\*, or other indoor locations
  - g. No gatherings or meeting other individuals except for those involved in purpose of your trip
  - h. Business necessity

**Red Zone Travel Variations (continued)**

3. Recreational/event travel – one day
  - a. Pre-approved by supervisor and HR Director
  - b. Travel to and from in personal vehicle alone or with household members only
  - c. Strict social distancing and mask wearing at all times if near other people
  - d. Only outdoor recreation activities/events that follow all public health guidance in that county/state
  - e. No sit-down/indoor restaurants or bars
  - f. No mall, stores, movie theatres, personal services\*, or other indoor locations
  - g. No gatherings or meeting other individuals except for those involved in purpose of your trip
4. Overnight Travel
  - a. Pre-approved by supervisor and HR Director
  - b. Following by all conditions of travel category above (medical, business, recreational/event)
  - c. Sleep in recreational vehicle or tent or your own cabin/house with no occupants beyond your immediate household; not commercial property or private home of relatives/friends (if you have questions, check with HR).

*\* Personal services such as salons, barber shops, aestheticians, tattoo parlors, etc.*

*\*\* Business appointments such as car maintenance, financial services, real estate, product pick-up, etc. If you are not sure your need falls into this category, please consult with HR.*

Travel guidance for Lamar Community College is advised by Colorado Community College System guidance, The Centers for Disease Control, the Colorado Department of Public Health & Environment, and the Prowers County Department of Public Health & Environment. Link to resources can be found below:

<https://internal.cccs.edu/coronavirus/>

[https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Ftravelers%2Ftravel-in-the-us.html](https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Ftravelers%2Ftravel-in-the-us.html)

<https://covid19.colorado.gov/safer-at-home-in-the-vast-great-outdoors/guidance-by-sector/safer-at-home-higher-education>

## APPENDIX C - #CampusClear Protocol for People Reporting Symptoms and/or Travel

All employees, students, and visitors will be guided by the “Safe Return to Campus” preferred plan, which includes the requirement to use #CampusClear each day, both on and off-campus. The following procedures guide the protocol to be followed when an individual reports symptoms and/or travel. Students and employees who have symptoms of COVID-19 and are interested in testing, can now call Prowers County Department of Public Health & Environment directly at 719-336-872.

### Employees

Employees logging symptoms and/or travel outside Southeast Colorado will be flagged for review and should plan to:

- 1) Stay home (or go home) and contact their supervisor to notify them of symptoms and/or travel.
- 2) Contact HR to determine next steps. (Supervisor may contact HR as well).
- 3) If the only report is for travel outside Southeast Colorado, supervisor, employee, and HR will review the Harvard COVID map to determine if the employee was in a county in a red or orange status and to find out what types of interactions and potential exposure may have occurred. Depending on determination, the employee may be asked to quarantine.
- 4) If the only report is for symptoms, the employee is advised to contact his/her healthcare provider to determine next steps. The employee is asked to remain home until it's determined if they need to quarantine or isolate.
- 5) If an employee is instructed to quarantine or isolate, the employee may be able to work remotely if feasible. If the employee is not in a job where it's possible to work remotely OR if the employee is too ill to work remotely, the first 40 hours of leave are covered (if that leave has not already been expended during prior events). If there is no remaining COVID-19 leave, the employee may use sick-leave or personal leave. If the employee has no remaining leave, she/he will be on unpaid leave until it's determined the employee can safely return to campus.

### Students

Students attending the main campus and logging symptoms and/or travel outside Southeast Colorado will be contacted as follows:

- 1) If the student lives on-campus (in the halls or pod) she/he will be contacted by Residence Life Director, Pat Christen, who will coordinate with LCC's COVID-19 Coordinator, Chad DeBono to determine next steps.
- 2) If the student lives off-campus she/he will be contacted by LopesCares staff (Shelly Tombleson or Susan Frankel) to determine next steps.
- 3) The goal for each category of student is to coordinate so the student remains in a safe location in the dorms or at home until it's determined they can safely return to classes.
- 4) In all cases, the Dean of Academics, Dr. Annessa Stagner Stulp will be contacted to coordinate communication and remote learning options for students who are required to quarantine or

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isolate. If the student is an athlete, the Athletic Director, Scott Crampton will also be notified so he can coordinate appropriate precautions with the coach and student.

- 5) If the only report is for travel outside Southeast Colorado, the student and Director of Residence Life or LopesCares staff will review the Harvard COVID map to determine if the student was in a county in a red or orange status and to find out what types of interactions and potential exposure may have occurred. Depending on determination, the student may be asked to quarantine.
- 6) **NOTE:** Students should also communicate directly with their instructor/coach/advisor to let them know why they are not attending class, practice, and/or appointments.

### Visitors

In-person visits should be limited during the spring semester until the [Colorado COVID-19 Dial](#) status allows in-person visits. LCC employees expecting visitors should direct them to do the *#CampusClear* screening before coming to campus. If visitors arrive without doing so, LCC employee should direct the visitor to step outside and complete the screening. If they log symptoms and/or travel outside Southeast Colorado, they should:

- 1) Plan to stay or go home and reschedule their visit.
- 2) If the only report is for travel outside Southeast Colorado, employee should contact the LCC COVID-19 Coordinator Chad DeBono OR the HR Director, Shelly Tombleson, to review the Harvard COVID map to determine if the visitor is coming from a county in a red or orange status. If so, the visitor will be asked to reschedule their visit.
- 3) If the report is for symptoms, the visitor should be advised to stay home (or go home) and reschedule the visit.

**APPENDIX D – NIRA COVID-19 Guidelines, Central Region – Spring 2021**



**Central Rocky Mountain Regional  
Rodeo  
COVID-19 Guidelines**

**Students will follow our lead – please help us, help our community and institutions stay safe. The following are for the protection of NIRA members, rodeo stock contractors, contract personnel, volunteers, sponsors, and our fans.**

**Three major initiatives to keep everyone safe:**

- **Wear a face covering (REQUIRED)**
- **Maintain social distancing – at least 6 feet.**
- **Wash your hands frequently – at least for 20 seconds.**

**CDC COVID-19 Symptoms:**

If in the last 24 hours the person has had: New or Worsening Cough; Shortness of Breath; Difficulty Breathing.

If the person has had two (2) of these symptoms: Temperature over 100.4; Chills; Repeated Shaking with Chills; Muscle Pain; Headache; Sore Throat; New Loss of Taste or Smell.

Consult the CDC website or a physician if there are questions.

**Local, County, and State Health Departments:**

All NIRA Rodeos should contact its applicable local, county and state health departments in advance of the rodeo to determine whether there are any additional directives necessary for the conduct of your rodeo.

**When traveling, consider the following recommendations:**

- We recommend that Coaches do temperature checks of students athletes prior to departure to regional rodeos and daily temperature checks while at competitions. Athletes with a temperature over 100.4 should not travel or participate.
- Minimize contact with other teams and limit travel buddy groups (4 or less).
- Maintain cohort groups while traveling.
- Anticipate needs before departing your home to minimize unnecessary stops which could increase your exposure risk. Pack non-perishable food and water for the trip.
- Have alcohol-based hand sanitizer readily available in your vehicle.
- Have disinfectant wipes readily available in your vehicle and wipe down surfaces touched.
- Eliminate or minimize travel to unnecessary locations – go directly to the Rodeo Grounds, hotels and return home after the rodeo.

Members should be symptom and fever free for a minimum of 72 hours before the start of the rodeo. Members with a confirmed COVID-19 infection, or who have been exposed to a person with a confirmed COVID-19 infection within the previous 14 days, exhibiting physical symptoms of COVID-19, or experiencing a fever, should not participate and should consult a physician.



**NIRA CRMR Regional Rodeo Protocol:**

**Rodeo Secretary:**

- All entry fees are paid through cashier's check from coaches only.
- All draws will be posted outside of the secretary's office. **No contestants allowed in the rodeo secretary office.**
- Six feet markings should be placed on the ground to illustrate social distancing standards.
- Rodeo Secretary should be provided with sanitizing spray or wipes to protect themselves and members.
- Rodeo draw personnel (judges, secretary, timers, etc.) shall wear face masks covering the nose and mouth.
- Secretary to provide judges with face masks and sanitizing spray or wipes.

**Judges:**

- Judges shall wear face masks covering nose and mouth while on rodeo grounds.

**Riding Events:**

- Social distancing must be maintained by riding event contestants, coaches, and stock contractors insofar as possible except when preparing to compete.
- All personnel on the chutes, except for the contestant and coach, shall be required to wear a face mask covering the nose and mouth except that the contestant may remove the face mask immediately prior to getting on his animal, but as soon as the ride is over the contestant must put the face mask back on.
- The back of the bucking chutes is limited to essential personnel only. This requirement is to protect the safety and health of all individuals.
  - Non-essential rodeo personnel are not permitted in and around the chutes.
- Essential personnel include: contestant, helper, flank man, judge, gatemen, chute boss, neck rope man, head man, athletic trainer, and coach.
- Any person not listed above and not physically helping the contestant and animal to exit the chute are considered non-essential.
- Each contestant shall be allowed one helper who must be a NIRA member and contestant entered in the event.
  - The Contestant Helper may assist with cinching, spotting, pulling ropes, and the safety of the rider.
  - Event staging areas should be sufficient to allow for social distancing guidelines (groups of 10 or less).
  - Face masks covering the nose and mouth must be worn in warm-up areas.
  - Chute Bosses shall wear a face mask covering the nose and mouth.
  - Pick-up men, bullfighters and barrelmen should have ready access to disinfectant spray during riding events to wipe surfaces as necessary.
  - The contestant shall exit the arena as soon as possible after the ride.
  - Bull fighters will not retrieve bull ropes or hats for riders unless they are wearing gloves. "High fives" and other celebratory conduct involving physical contact should be avoided.
  - Rails and other surfaces of bucking chutes that are likely to be touched during an event should be wiped down with disinfectant between events.

**Timed Events:**

- Only the contestant(s) that is/are competing is/are permitted in the arena at any time and must exit after each run.

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- Contestants shall not congregate in groups larger than 10 people and follow social distancing guidelines. Contestants shall wear face masks covering nose and mouth when not competing.
- All timed event personnel, including sorters, must wear a face mask covering the nose and mouth.
- Each contestant shall be allowed one helper and coach. Helper must be a NIRA member.
- Personnel allowed in the timed-event boxes to help the current contestant and to watch the start are limited to the contestant, hazer, chute boss, pusher, head man and coach.
- Contestants enter the arena when called upon.
- Contestant shall exit arena at end of run and follow social distancing guidelines.

*(\*\*Adapted from the Professional Rodeo Cowboys Association COVID Guidelines\*\*)*

**APPENDIX E – Student-Athlete Travel Agreement – Spring 2021**



Lamar Community College  
Runnin' Lopes Athletics

Student-Athlete Travel Agreement

**Protect yourself – Protect your team – Protect your SEASON!**

- As a student-athlete, I will follow all instructions, directions, or guidelines for my individual sport. I understand not doing so will result in sanctions, up to and including dismissal from the team.
- As a student-athlete, when traveling to other colleges I will also follow all guidance provided by my coach, including not engaging in social events with students from other colleges.
- As a student-athlete, I will participate as required in using the LCC #CampusClear App, accurately reporting all information requested.
- As a student-athlete, I will follow the team *Code of Conduct*, *LCC Code of Conduct*, and *Residence Hall Policies & Procedures*. With COVID-19, not following instructions, directions, or guidelines will be considered behavior and conduct that is detrimental to College or Campus Safety. This includes leaving campus, attending large gatherings outside my team cohort group without wearing face covering and social distancing, not accurately reporting symptoms with #CampusClear, and any other activity that puts me and my team at risk for quarantine or infection.
- Student-athletes who are unwilling to comply with all parts of this agreement will not be allowed to participate in team activities, practice and competitions and will subject to Code of Conduct discipline as outlined in the College Catalog, up to, and including expulsion.

---

**Student athlete (print name)**

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**Signature**

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**Head Coach Signature**

---

**Date**

**Your head coach is relying on you to behave with integrity and honor and to represent your sport safely and effectively. Thank you for your cooperation!**



APPENDIX F – Healthcare Student Travel Agreement – Spring 2021

Healthcare Programs

Student Travel Agreement

**Protect yourself – Protect your classmates – Protect your semester!**

Please complete and return this form as your record of agreement for travel to off-site clinical and practicum settings.

- As a healthcare student, I will follow all instructions, directions, procedures and/or guidelines for my individual program. I understand not doing so will result in dismissal from the program.
- As a healthcare student, I will participate as required in using the LCC #CampusClear App, accurately reporting all information requested.
- Healthcare students who are unwilling to comply with all parts of this agreement will not be allowed to participate in off-site clinical and/or practicum experiences and will be subject to Code of Conduct discipline as outlined in the College Catalog, up to, and including expulsion.

---

Healthcare Student (print name)

Healthcare Student Signature

\_\_\_\_\_

\_\_\_\_\_

Faculty/Instructor Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Your faculty members/instructors, off-site locations, and fellow students are relying on you to behave with integrity and honor and to represent your program safely and effectively. Thank you for your cooperation!

## Appendix G – Spring Meeting and Event Checklist – For Internal Meetings

Before holding an in-person meeting, event, or non-class gathering, please review the following checklist so you're prepared for the event/meeting. Outdoor meetings, when possible, are safer, but we know that's not always possible, so please help us keep LCC safe and open.

Event/Meeting: \_\_\_\_\_

Number of In-Person Attendees: \_\_\_\_\_

Date of Event/Meeting: \_\_\_\_\_

Requestor: \_\_\_\_\_

### Checklist:

- \_\_\_\_\_ Discuss advisability of meeting with Chad DeBono or Shelly Tombleson.
- \_\_\_\_\_ Make room reservation with Misti/Jessica.
- \_\_\_\_\_ Determine current room capacity by checking with Misti/Jessica.
- \_\_\_\_\_ Coordinate technology needs for virtual attendees with LCC IT.
- \_\_\_\_\_ Hang any event-specific signage related to masks, social distancing, etc. prior to the event.
- \_\_\_\_\_ Let attendees know ahead of time about the requirements and restrictions so they're prepared for using *#CampusClear*, face coverings, social distancing, etc.
- \_\_\_\_\_ Make arrangements for staggered participant arrival and appropriate social distancing at the entrance.
- \_\_\_\_\_ If food is involved, have each participant bring their own or purchase prepackaged meals from Sodexo or a local caterer. No self-catering. It's generally recommended to not have food/beverages in indoor spaces in non-cohort groups, even with social distancing.
- \_\_\_\_\_ Ensure seating areas are social distanced prior to participant arrival (tape off spaces or remove chairs).
- \_\_\_\_\_ Ensure all attendees have completed temp/symptom/travel checks via the *#CampusClear* app or website prior to arrival and have them show their pass before entering the space. If someone's pass does not clear them for entrance, please advise them to leave and tell them how they can attend virtually.
- \_\_\_\_\_ Ensure all attendees have an appropriate face covering and are wearing it properly for the duration of the event. (Individuals with pre-approved ADA exemptions, will have an LCC card stating so, and should be asked to social distance at least 12 feet from any other attendees).
- \_\_\_\_\_ Plan for a staggered exit at the end of the meeting
- \_\_\_\_\_ Report any problems with compliance to Chad DeBono, COVID-19 Coordinator.



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**Appendix H – Student-Athlete Self-Quarantine Expectations and Form**

Welcome! We are excited to have you returning to Lamar Community College where your safety is our priority. So you can be part of your team and residence life community cohort, we are requiring you to self-quarantine at home for fourteen (14 days) immediately before your arrival at LCC. By doing so, you will be able to practice, condition, attend classes and campus events.

If we can keep all student-athletes safe and healthy, we can avoid having to halt athletics and make shift to a remote learning environment and send you home.

**Student-Athletes Self-Quarantine Instructions:**

- You should restrict all activities outside your home, except for getting medical care.
- You should restrict all in-person interactions with anyone outside your immediate family.
- If a family member is ill, avoid interaction and contact with that individual.
- Under no circumstance should you go to parties and social events, gyms/fitness centers, church, shopping, or other public areas.
- If you have to work, you must certify that there were no cases at the workplace and that you followed all safety guidelines.
- Avoid using public transportation, ride sharing, or taxis.
- You may exercise and condition in your own home or outdoors as long as you avoid interacting with anyone other than your immediate family.

When you travel to LCC, if you need to use public transport, please wear your mask, social distance, and wash your hands frequently. You will also need to complete and turn in this form as well as your “Student-Athlete COVID-19 Screening Form” immediately prior to your Move-In Day.

=====

\_\_\_\_ I certify I followed self-quarantine instructions

\_\_\_\_ I was not able to follow self-quarantine instructions

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



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**Appendix I – Non-Student-Athlete Self-Quarantine Expectation and Form**

Thank you for working with your instructor and LCC so you can complete your in-person hands-on classes. In order to return we need you to agree to stay quarantined at home for (14 days) immediately prior to your return to LCC. By doing so, you will be able to immediately return to classes, labs, simulations, clinicals and/or other in-person hands-on settings.

**Student Self-Quarantine Instructions:**

- You should restrict all activities outside your home, except for getting medical care.
- You should restrict all in-person interactions with anyone outside your immediate family.
- If a family member is ill, avoid interaction and contact with that individual.
- Under no circumstance should you go to parties and social events, gyms/fitness centers, church, shopping, or other public areas.
- If you have to work, you must certify that there were no cases at the workplace and that you followed all safety guidelines.
- Avoid using public transportation, ride sharing, or taxis.
- You may exercise and condition in your own home or outdoors as long as you avoid interacting with anyone other than your immediate family.

When you return to LCC, if you need to use public transport, please wear your mask, social distance, and wash your hands frequently. You will also need to complete and turn in this form before you will be allowed to participate in in-person classes/clinical/labs.

=====

\_\_\_\_\_ I certify I followed self-quarantine instructions

\_\_\_\_\_ I was not able to follow self-quarantine instructions

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



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**Appendix J – Mandatory Testing Prior to Return**

**COVID-19 Mandatory Student Testing Process – Spring 2021**

To facilitate a safe spring 2021 return to campus at Lamar Community College, all new and returning Residence Hall students, student-athletes, and students enrolled in in-person programs (such as Cosmetology, Nursing, Welding, Construction Trades, HTM/EBM, etc.) will be required to provide evidence of a negative PCR or molecular COVID-19 test within five days before first return to campus. Rapid antigen tests are not reliable for this purpose.

Contact your healthcare provider or your local public health department to arrange for testing within the appropriate time window so you'll have your results for your return.

Please do not come to campus unless you have documented evidence you tested negative. Students who test positive will need to coordinate a later return date (based on their individual health circumstances and CDPHE guidance in place at the time) with the LCC COVID-19 Coordinator, Chad DeBono, and their coach/instructor.

Students who have documented evidence of an earlier positive PCR or molecular COVID-19 test within 90 days of their return to campus date and who are now cleared from isolation, will not need to re-test.

**Check One:**

\_\_\_\_\_ My PCR/molecular COVID-19 test results are attached and I tested negative on \_\_\_\_\_ (please list date).

\_\_\_\_\_ My PCR/molecular COVID-19 test results are attached and I tested positive on \_\_\_\_\_ (please list date) and I am cleared from isolation.

\_\_\_\_\_ My PCR/molecular COVID-19 test results are attached and I tested positive on \_\_\_\_\_ (please list date) and I am not cleared from isolation and will need to coordinate a later return.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

December 2020



### Appendix K – Updated Quarantine Guidelines as of 1-25-2021

Based on revised quarantine guidance from CDC and CDPHE, LCC will be implementing the following quarantine standards effective Tuesday, January 26, 2021. Please check with Chad DeBono ([chad.debono@lamarcc.edu](mailto:chad.debono@lamarcc.edu) 719-336-1517) or Shelly Tombleson ([shelly.tombleson@lamarcc.edu](mailto:shelly.tombleson@lamarcc.edu) 719-336-1572) if you have questions or a unique circumstance not covered here.

The Centers for Disease Control and Prevention (CDC) continues to recommend a full 14 day quarantine as the most effective way to reduce disease spread. CDPHE has updated its guidance to explain when other, less protective options might be appropriate. Because symptoms may appear 2-14 days after exposure to the virus, the “gold standard” for quarantining remains 14 days. However, because there is some hardship to individuals and organizations the CDC is allowing a 10-day quarantine as long as the quarantined individual is not symptomatic. Quarantine means stay home. There is an additional recommendation to be careful to limit contact and monitor for symptoms closely during the subsequent four (4) days. Day one of quarantine begins on the first full day following your return and/or contact with an exposed individual.

Employees are reminded to follow travel standards for official and personal travel (as noted in the Safe Return to Campus – Spring 2021 Plan [COVID-19 Information - Lamar CC](#)), including working with your supervisor and HR Director, Shelly Tombleson prior to travel.

**NOTE:** *If you have already had COVID-19, as documented through a PCR test, you will not need to quarantine during the 90-days since your test.*

Scenario	Recommend	Risk	Cautions
Direct and extended (longer than 15 minutes) exposure to family member, friend, classmate, or roommate with COVID-19	14-day quarantine unless directed otherwise by PCPHE	high	Contact Prowers County Public Health and Environment to determine need for testing
Travel to a red zone on Harvard COVID-19 Map with significant interaction with multiple individuals and/or groups	14-day quarantine per LCC travel standards	high	Follow safety precautions in place at location traveled to
Out-of-State Travel on public transportation for a period longer than 15 minutes	14-day quarantine per LCC travel standards	high	Follow safety precautions in place at location traveled to
In-State Travel on public transportation for a period longer than 15 minutes	10 day quarantine as long as no symptoms per LCC travel standards	medium	Do consistent social distancing, mask-wearing, handwashing and other safety precautions

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Travel to a red zone on Harvard COVID-19 Map with limited interaction with others (excluding trips which meet LCC guidance for no need for quarantine, such as one-day medical appointments)	10 day quarantine as long as no symptoms per LCC travel standards	medium	Do consistent social distancing, mask-wearing, handwashing and other safety precautions
Limited exposure (e.g., outdoor setting with safety protocols, indoor setting < 15-minute contact and safety protocols) to family member, friend, classmate or roommate with potential or confirmed COVID-19	10 day quarantine as long as no symptoms	medium	Do consistent social distancing, mask-wearing, handwashing and other safety precautions
Travel with team to a location that later reports positive cases among other team/coaching staff at the time of competition. ( <i>*This may vary depending on whether the event was indoors/outdoors and how much proximity between competitors. Please consult with LCC COVID-19 Coordinators</i> ).	10 day “Cohort Isolation” as long as no symptoms. Remote learning and 10-day quarantine from non-team cohort as long as no symptoms*	medium-to-high	Do consistent social distancing, mask-wearing, handwashing and other safety precautions
Possibly infectious with symptoms	Call Prowers County Public Health and Environment to determine need for testing. Quarantine time will be based on guidance from PCPHE	medium-to-high	Do not return to in-person activities at LCC until day recommended by PCPHE.
Confirmed positive	Isolation time will be based on guidance from PCPHE	high	Do not return to in-person activities at LCC until day recommended by PCPHE.
Exposure to an individual who was exposed to someone with COVID-19	No quarantine unless the other individual tests positive and/or you develop symptoms	medium-to-low	If concerned, check with Prowers County Public Health and Environment

**To schedule testing via Prowers County Public Health and Environment, please call 719-336-8721**