

FAQs - College of the Sequoias District Fall, Updated August 26, 2021

Faculty

Learn more about COVID SAFE

Report a confirmed positive student case to covidsafe@cos.edu and include as much of the following as possible

WHO: Student name, Banner ID, Preferred phone #, preferred email

WHAT: report students with positive test results

WHEN: report as soon as you learn they have tested positive

WHERE: Which campus, classes have they attended since exposure, where they sit in class, if a seating chart is used. Providing a copy of the seating chart will also expedite contact tracing. The more of this information that is provided through the initial email, the faster the contact tracers can move with next steps.

Wait to hear disposition from a Health Center contact tracer--do NOT take it upon yourself to notify students of possible exposure.

All communication to students about possible exposure should always come from Health Center staff. HC staff will verify there was a positive test and ascertain the potential close contacts (6' or less for more than 15 minutes). Maintaining a seating chart will minimize the number of students who will be affected by potential quarantine. Health Center staff will inform the infected student about their next steps (isolation, quarantine, seeking medical attention and return to campus--***vaccinated students do not need to quarantine unless they develop symptoms***).

HC staff will follow up with instructor and dean/provost with a disposition that includes the following information:

- Number of students notified of close contact
- When the quarantine period will end.
- A copy of the letter sent to students
- ***HC staff will not be able to provide HIPPA protected details about individual students, but will encourage students to keep their instructors informed of their situation.***

Continue to hold classes as normally scheduled.

Use of masks, hand sanitizer, reduced classroom capacities and improved HVAC filtration and airflow are all key to keeping one another safe. Students and faculty who were exposed and are vaccinated can continue to safely attend class. Unvaccinated faculty should work with their dean to make arrangements for continuing instruction should they be required to quarantine.

[COVIDsafe@cos.edu](mailto:covidsafe@cos.edu) was designed to report positive student covid cases to our contact tracers.

For more information about COVID-19, free vaccinations and testing go to <https://www.cos.edu/en-us/Health-Services/Pages/Coronavirus.aspx>.

For general COVID information go to <https://www.cos.edu/en-us/student-life/health-services/coronavirus>.

To contact the health center in Hanford, Tulare or Visalia go to <https://www.cos.edu/en-us/student-life/health-services/>.

Report positive employee cases to johnbr@cos.edu.

1. The District will continue to promote and encourage all eligible employees and students to get the COVID-19 vaccination (but at this point in time will not require it).
2. The District will continue to share with employees, students, and on the website COVID-related education from the Center for Disease Control (CDC) and the California Department of Public Health.
3. The District will continue to provide vaccination opportunities on each of the three sites through County agencies.
4. The District will continue to offer free COVID testing on all three sites and will strongly encourage all employees working in-person in the Fall to take a rapid test weekly. Employee vaccination status will be reported at a later date due to Cal-OSHA requirements. Will consider making weekly testing mandatory for unvaccinated employees.
5. Based on new guidelines from the CDC, California Department of Public Health, and OSHA, the District will require all faculty and staff to wear a face covering while indoors including while lecturing. Clear face masks will be provided for faculty that request them through their Dean.
6. The District has purchased microphones for in-person instructors that requested them. If you did not request a microphone and would now like one to teach in-person with, please contact your Dean.
7. Any immunocompromised individual should work with Human Resources on an accommodation if they believe their condition warrants such consideration.
8. The District will hire student workers to stand at entrances to buildings for the first month of school to help remind students of the mask requirement. Additional signage will also be displayed.

9. The District has hired contact tracers in the Health Center to help notify employees and students of potential exposures.
10. A specific COS email address will be set up for those contact tracers. Faculty can then share the email address with students who notify them of a positive test. There will be a sign in each classroom with this email on it that students can email with concerns or questions on COVID.
11. Faculty are encouraged to have a Zoom option—and the District will provide a laptop for that purpose—for their in-person class(es) to offer students who have tested positive and must quarantine. Students can also be provided a laptop/hotspot if necessary.
12. Faculty can ask any student to leave class if they refuse to wear their mask. Faculty would complete a BIT referral and the student would not be allowed to return until they have met with a member of the BIT. If the student refuses to leave the class, faculty can call the Dean’s assistant who will have the Division Dean, Student Services Dean, or District Police respond as soon as possible.
13. The District will provide an online workshop on the process for items 10, 11, and 12 on the afternoon of Convocation Friday.
14. Counselors will work remotely and in-person to serve student demand. Counselors on campus can request to be moved to a larger room for in-person appointments in order to meet the spacing requirements.
15. Classes and office spaces will be sanitized nightly. Disinfecting wipes will be available in each classroom for those students that would like them. Counseling offices have also been equipped with sneeze guards and air purifiers.
16. Disposable masks will be available in classrooms and offices for students who lost/forgot their own.
17. COS agrees to extend the 10 days of paid COVID sick leave through the end of Fall 2021. (This leave could be used for vaccine appointments and side effects.)
18. If a faculty member tests positive for COVID, they should contact their Dean and possibly teach their class(es) remotely while following CDC guidelines.

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