



ARKANSAS STATE UNIVERSITY
MID-SOUTH

COVID-19
Campus
Guide

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SECTION 1

OVERARCHING PRINCIPLES

The health and safety of the campus community guide ASU Mid-South's COVID-19 decisions and direction. Students, faculty and staff are expected to use good judgment and discretion in alignment with this guidance.

The campus will continue to follow guidance from the Centers for Disease Control and Prevention (CDC), the State of Arkansas and the Arkansas Department of Health (ADH).

Campus functions will operate in a manner that prioritizes caution and safety.

- COVID-19 educational efforts focused on health and safety precautions, testing and vaccination will continue.
- Employees and students should continue to self-monitor for COVID-19 symptoms prior to coming to campus.
- Our plans will continue to be designed to protect our campus and especially the people who are at the highest risk for severe illness.
- Centrally managed cleaning and sanitizing services and procurement will continue as needed.
- All campus departments will be prepared to return to a remote environment if conditions change.

SECTION 2

HEALTH AND SAFETY

Our continued return to campus this fall is based on demonstrated common sense and good judgment, the availability of the vaccine to all members of our community, and the health and safety guidance contained in this document.

Behaviors for Mitigating Risk of Transmission of COVID-19

Appropriate means of mitigating the risk of COVID-19 transmission for the campus community requires all employees, students, and visitors to adhere to the following guidance, in accordance with the most recent recommendations from the Centers for Disease Control:

- Vaccination against COVID-19 is strongly encouraged in order to protect personal and community health.
- Masks are required for **all individuals** while indoors in a public area. Wear a mask over your nose and mouth to reduce your own risk and the risk to those around you.
- Continue to be mindful of physical distancing of at least 6 ft.
- Frequent hand-washing (or use of hand sanitizer) and proper respiratory etiquette is strongly encouraged for everyone.

If you have not been vaccinated and have no medical reason why you should not be vaccinated, we ask that you take advantage of the opportunity to get vaccinated prior to our full return to campus in August. If you are uncertain about the vaccines, please talk with your medical provider. While no vaccine is 100% effective, they do significantly decrease the likelihood you'll become infected and that you will infect others. Vaccines also provide protection against the newer, more highly contagious variants of COVID-19 that are becoming increasingly common. There are numerous regional vaccination sites. For a list of sites within 25 miles of ASU Mid-South, check the CDC list.

What Daily Steps Must Each Employee and Student Follow?

All students, staff and visitors to the ASU Mid-South campus are required to complete the ASU Mid-South Daily Health Screening Questionnaire to assess that they are not exhibiting COVID-19 symptoms or a fever, or that they have not been in close contact with someone with COVID-19, prior to coming to campus. The Daily Health Screening Questionnaire is available on the ASU Mid-South website <https://www.asumidsouth.edu/daily-health-screening-questionnaire/>, on the ASU Mid-South mobile app, and is displayed on signs at all entrances to campus buildings.

Employees, students, visitors, contractors, and vendors must acknowledge that the Daily Health Screening Questionnaire has been performed, that they are entering a public space and that they are there of their own free will. These daily checks are essential to maintaining a healthy campus environment.

Symptoms and Self-Assessment

COVID-19 symptoms include:

The COVID-19 virus affects different people in different ways, with symptoms ranging from none to mild to severe. Symptoms may include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If you have any of these symptoms OR if **you have not been vaccinated** and have been in close contact (less than 6 feet apart for a cumulative total of more than 15 minutes in a 24-hour period) with anyone with these symptoms OR anyone who has received a diagnosis of COVID-19, **DO NOT** come to campus. Instead, follow these steps:

1. **Employees:** contact your supervisor to notify them that you will not be at work.
Students: contact your instructor/s to notify them you will not be in class.
2. If you have not been vaccinated, complete the ASU Mid-South COVID-19 Reporting Form.
3. Contact your primary medical care provider for further assessment.
4. Self-quarantine until directions are given to you by your medical provider. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their medical provider OR state or local health department.

Please review the guidance on the CDC website regarding quarantine and possible exposure.

- **If you are fully vaccinated:**

As of right now, the CDC says that if you are vaccinated and find that you have been in close contact with a COVID positive individual, you do not have to quarantine.

For individuals who are fully vaccinated, the CDC recommends the following if you've been around someone who has COVID-19:

- You should still self-screen and get tested 3-5 days after your exposure, even if you don't have symptoms.
- You should also wear a mask indoors in public for 14 days following exposure or until your test result is negative. You should isolate for 10 days if your test result is positive.

For more information, go to: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>. Further, the CDC recommends universal indoor masking for all teachers, staff, and students, regardless of vaccination status.

Who Should NOT come to Campus:

- Anyone exhibiting symptoms of illness including COVID-19 – if you are not feeling well, stay home and call your primary medical provider and alert your supervisor if you are an employee, or your instructor/s if you are a student.
- Anyone diagnosed with COVID-19 in the previous 10 days unless given a release in writing by the Arkansas Department of Health or other state health department.
- Anyone who is not fully vaccinated and has had “close contact” with a person with a confirmed case of COVID-19, defined as spending 15 minutes within 6 feet over a 24-hour period.

Masks and Social Distancing

Masks and social distancing, are required for ALL individuals regardless of vaccination status. The following are limited exceptions:

- A mask may be removed in a private office, workspaces with walled desk dividers, or in private rooms.
- Masks may be removed while dining, but should be worn before eating and replaced as soon as possible after eating.

Outdoors, masks are recommended when social distancing cannot be maintained.

We expect our campus community to use good judgment to help protect themselves and those around them.

Cleaning, Sanitizing and Disinfecting

Routine cleaning of frequently touched surfaces followed by disinfection with a disinfectant is a best practice measure for prevention of viral respiratory illnesses.

- Restrooms are a focus area for high use/touch disinfection throughout each day.
- Hand sanitizer stations are located in all major entrances and in large classrooms. Additional stations may be installed in other public areas as needed.

Vulnerable Populations

It is important for the campus community to understand that some people are at a higher risk for severe illness from COVID-19 complications. Based on the current data from the CDC, vulnerable populations may include:

- People 65 years of age or older
- Those with serious underlying health condition such as high blood pressure, heart disease, chronic lung, kidney or liver disease, diabetes, severe obesity or moderate to severe asthma
- People with weakened immune systems
- Other circumstances that enhance risks associated with COVID-19 exposure or illness.
- Individuals with concerns associated with a chronic medical condition should consult their primary care physician prior to vaccination.

Additional Information:

- Arkansas Department of Health (ADH) COVID-19 Guidance for High Risk Individuals

Procedure for On-Campus Outbreak & Clusters

- ASU Mid-South will follow its established policy guidelines and work in coordination with ADH for communicable disease response.

SECTION 3

ILLNESS AND EXPOSURE

ASU MID-SOUTH requires that students, faculty, and staff follow established reporting procedures if they are diagnosed with, or test positive for, COVID-19; if they are a close contact of someone that is positive for COVID-19; or if they develop symptoms of COVID-19.

If a person affiliated with the ASU Mid-South campus reports that they have had close contact with someone who is positive, or that they have developed symptoms of COVID-19, ASU Mid-South staff will reach out to them via email and phone to verify the information they have reported and provide information regarding their return to campus.

ASU MID-SOUTH follows the college's established procedures based on current guidance from the Centers for Disease and Control and the Arkansas Department of Health. **ASU MID-SOUTH** staff do not provide professional medical advice or speak on behalf of any public health entity including the Arkansas Health Department.

What to Do if You Become Ill or Are Exposed to the Virus

If you have or think you might have COVID-19, or if you have been exposed (in close contact*) to someone who is positive for the virus, **it is important to stay home and away from other people.** Staying away from others helps stop the spread of COVID-19.

**Close Contact: The generalized definition of being in close contact of a person diagnosed with or testing positive for COVID-19 is contact within less than 6 feet for a cumulative total of more than fifteen minutes over a 24-hour period.*

ASU Mid-South follows the CDC and ADH recommendations for Isolation and Quarantine with regard to any employee or student returning to campus.

Who to Contact if You Become Ill or Are Exposed to the Virus

If a student, employee, visitor, contractor, or vendor tests or is diagnosed positive for COVID-19; is exposed through close contact; or is experiencing symptoms of COVID-19, the following reporting procedures are REQUIRED:

- 1. Complete the ASU Mid-South COVID-19 Reporting Form.** A link to the form is also available on the Coronavirus page of the ASU Mid-South website.
- 2. Employees should notify their supervisor. Students should notify their instructor.**

If you are on campus and start experiencing any symptoms, please notify your supervisor or instructor and leave immediately. **VERY IMPORTANT:** Once you are safely isolated, complete the ASU Mid-South COVID-19 Reporting Form.

ASU Mid-South has established measures to protect the confidentiality of the individual as much as possible, while also protecting the health of the campus community. In fulfilling its obligations, ASU Mid-South is not providing medical advice or conducting official contact tracing.

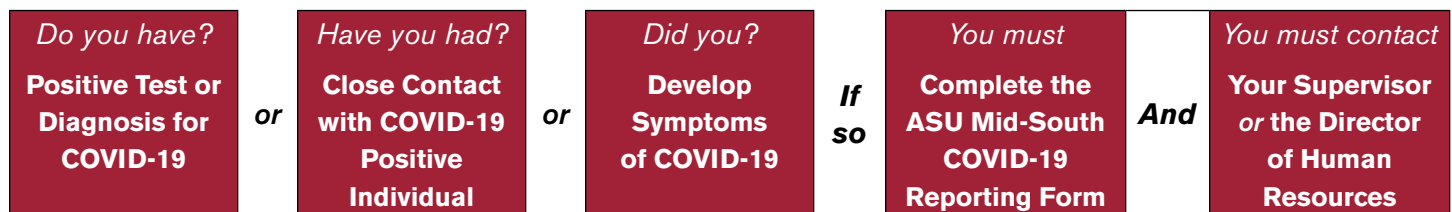
Guidance for Employees

Employees are **required** to report testing or being diagnosed positive for COVID-19; being exposed through close contact; or experiencing symptoms of COVID-19 to their supervisor or the **Director of Human Resources**.

Employees may *choose* to share this information with others, but are not required to share with anyone other than their supervisor or the **Director of Human Resources**. The supervisor or **Director of Human Resources** may collect preliminary information regarding **possible close contacts (PCC)**, and may assist the employee in determining work options. The supervisor should immediately notify the **Director of Human Resources** and should not disclose any information to anyone else and should not attempt to notify any close contacts.

For **employees**, the **Director of Human Resources** must receive **return-to-work** documentation from local health authorities, and/or a letter of release from quarantine or isolation. The documentation process is initiated with the completion of the ASU Mid-South COVID-19 Reporting Form as part of their contact tracing and case management services. **Do not return to campus until the date provided by ASU Mid-South staff or the ADH.**

Employee Reporting Requirements:



Guidance for Students

Students are required to report testing or being diagnosed positive for COVID-19; being exposed through close contact; or experiencing symptoms of COVID-19 to their instructor or the **Office of Student Affairs**.

Students may *choose* to share this information with others, but are not required to share with anyone other than their instructor or the **Office of Student Affairs**. The instructor or Office of Student Affairs may collect preliminary information regarding **possible close contacts (PCC)**, and may assist the student in determining options for classwork. The instructor should immediately notify the **Office of Student Affairs** and should not disclose any information to anyone else and should not attempt to notify any close contacts.

For **students**, the Office of Student Affairs must receive **return-to-campus** documentation from local health authorities, and/or a letter of release from quarantine or isolation. The documentation process is initiated with the completion of the ASU Mid-South COVID-19 Reporting Form as part of their contact tracing and case management services. **Do not return to campus until the date provided by ASU Mid-South staff or the ADH.**

Student Reporting Requirements:



Documentation for Return to Campus

To mitigate risk to fellow students and employees, individuals returning to campus after testing positive for COVID-19 must first provide written authorization of their release by the Arkansas Department of Health or other state public health authority. This documentation is initiated upon completion of the ASU Mid-South COVID-19 Reporting Form as part of their contact tracing and case management services. Student documentation should be submitted to the Office of Student Affairs. Employee documentation should be submitted to the Office of Human Resources. **No individual should return to class or to work until they have received written clearance to do so from one of those two offices.**

SECTION 4

EVENTS AND ACTIVITIES

ASU Mid-South continues to monitor campus events based on public health considerations during the COVID-19 pandemic with the intent to align with guidance issued by the CDC, the state of Arkansas and the Arkansas Department of Health and the ASU System.

The guidance covers on-campus gatherings hosted by an ASU Mid-South department or division, registered student organization or approved through the campus facilities use reservation process. Scheduled classes and informal small groups do not fall under this policy.

Authorization and Approval Required

Event organizers must agree to abide by all applicable COVID-19 guidelines on campus including those of the CDC, Arkansas Department of Health, state of Arkansas and ASU System. Failure to comply with these guidelines may result in suspension or termination of the event.

Please keep the following in mind:

- Each event is to be monitored on a case-by-case basis, based on considerations of public health and safety.
- Large gatherings, especially indoors, continue to be discouraged (and may not be allowed) at this time.
- Approved events may be cancelled or altered if public health concerns warrant a change in conditions.
- Hybrid, Online and virtual events are encouraged.
- Food service (if offered) will be limited to individual portions. Buffet or self-service will not be offered.
- Event organizers should also keep a list of their event participants. A maintained list of event attendees is helpful in the event of a need for contact tracing.
- Protocols for on campus events for the campus community (*no members of the public*) **with 100 or less attendees** include social distancing, and masks are required indoors in public areas.
- Protocols for on campus events for the campus community (*no members of the public*) **with more than 100 attendees** include social distancing, and masks are required indoors in public areas. **Requires approval of the supervising Associate Vice Chancellor or Vice Chancellor.** Event marketing materials should specify COVID-19 protocols in place.

NOTE: Spontaneous gatherings for members of the campus community in generally accessible outdoor areas of campus are permitted without prior approval. Masks are required outdoors if social distancing cannot be maintained.

- Protocols for on campus *events including members of the campus community and members of the public* **with 100 or less attendees** include social distancing, and masks for all individuals indoors. **Requires approval a Vice Chancellor or Chancellor.**
- Protocols for on campus *events for the campus community and members of the public* **with more than 100 attendees** include social distancing, and masks for all individuals as indoors. **Requires approval by the Chancellor.**

Official Travel Guidelines (for college business or activities)

In order to mitigate the risk to our campus community, ASU Mid-South is updating its travel policy, effective immediately. In order to engage in official travel for ASU Mid-South, each traveler must adhere to the published United States Centers for Disease Control (CDC) travel recommendations regarding testing, quarantine, and isolation. Those recommendations may be found at the following links:

- [Domestic Travel During the COVID-19 Pandemic](#)
- [International Travel During the COVID-19 Pandemic](#)

Should the CDC modify its guidance, ASU Mid-South will update its policy to align with the most recently published guidance.

Exceptions to these guidelines *may* be granted by the Chancellor for official travel related to intercollegiate athletics or for activities that require COVID testing both before and after travel.