

Faculty Frequently Asked Questions re COVID 19

Before coming to class all students must sign an acknowledgment form verifying that they understand the rules required to take classes at DSC. (The form is part of the Classroom Protocols and you can view it there.) Faculty should review the form with students on the first day, emphasizing the rules and the importance of being forthcoming about any illnesses. Reassure students you will work with them if they must miss class, but it's important not to come to class if they feel ill.

Per CDC Guidelines, exposure is through **“close contact”** which is defined as being less than 6 feet apart for more than 15 minutes. However, fully vaccinated individuals (those who are 2 weeks out from their final vaccination dose) who are exposed to someone with suspected or confirmed COVID-19 should be tested 3-5 days after exposure and wear a mask until cleared by CovidHealth@DaytonaState.edu.

Actions to take if . . .

1. A student tells you that they tested positive for COVID.

Direct the student to leave class and not return until cleared. You will notify CovidHealth@DaytonaState.edu with the student's name, ID number and exactly what they told you verbally (when tested, for example) or a copy of the email they sent you. Also inform your department chair. (Student will be authorized to return after meeting CDC guidelines; they may be out 10 days or more to meet these guidelines). You will receive an email when the student is cleared.

In the rare case that you learn this information while class is in session, dismiss the class and notify your department chair. The room will be cleaned between classes.

You should inform the class if a student in the class has tested positive but DO NOT identify the student by name. Federal laws require that we protect the identity of the infected student to the best of our ability, so while students may “figure out” who is missing from class, you cannot use the student's name. You are providing this information to students so they can take proper precautions based on their own behaviors. If you wish, a counselor can attend class with you to make this announcement and answer questions.

The college will notify all the student's instructors when a positive case is identified. Therefore, even if the student doesn't inform you personally you will be notified if there is a positive case in one of your classes. The same is true if the student is a student worker on campus: their supervisor will be informed.

2. A student tells you that they have been exposed to a positive case of COVID.

Direct the student not to return to class until cleared. Notify CovidHealth@DaytonaState.edu with the student's name, ID number and exactly what they told you or a copy of the email they sent you. Also inform your department chair.

3. A student tells you that have been exposed to someone who has symptoms and is waiting on a test.

Direct the student to notify CovidHealth@DaytonaState.edu.

4. A student appears to be sick in class (sneezing, coughing, etc.)

Notify CovidHealth@DaytonaState.edu with student's name, ID number and a statement of exactly what you noticed in class. Also inform your department chair.

5. A student tells you that another student has tested positive but isn't revealing this information.

Relay this information to Ceresse Ramos, Interim Dean of Student Development, with both students' ID numbers and date and time this information was given to you. Do not discuss with the other student.

6. Are there circumstances where a student will be required to wear a mask?

Faculty may ask students to wear a mask but cannot require it inside classes except in select laboratory classes where PPE is related to learning outcomes in the course.

7. What work am I obligated to let a student make up? Should that depend on whether the student actually has COVID-19 or not?

Faculty are asked to allow work missed due to illness or quarantine to be turned in online so that students who are in isolation but able to work can still keep up with the class. If a student is ill, allow make up work per your normal policy about students who have to miss class because of illness. Faculty should err on the side of allowing make up work under these unusual circumstances. There is no need to require proof of COVID-19 specifically to allow make up work.

8. Who will clean the classrooms between classes and with what products?

Faculty will be asked to spray down the desks and chairs between classes, as they leave the room. Cleaning supplies will be provided in each room with instructions and disposable gloves. The product we use is called Neutra-Dis, a CDC-approved organic product. It can be sprayed on and wiped off, or sprayed on and left to dry. If sprayed on and left to dry it is effective in 10 minutes. Instructions for the use of the cleaners are provided in each classroom. Gloves are not required for this product but are available for faculty who wish to use them. All classrooms will be cleaned by custodial staff each night.

9. What is the protocol for moving to Plan B or C, or modifying current offerings to increase online?

- a. If the lab test positivity rate increases to 10% for 7 consecutive days in Volusia County and/or there is a 7-day moving average of 150 new cases per day for 7 days, the COVID task force will assess whether to change class scheduling to reduce density.

10. What is the source of data used by the College to assess the extent of community spread?

Along with guidance from the CDC, we use the following Department of Health statistics for each county in Florida:

http://ww11.doh.state.fl.us/comm/_partners/covid19_report_archive/covid19-data/covid19_data_latest.pdf

11. If teaching a hybrid class, will I need to take sick leave if I am in isolation (awaiting a COVID test after exposure, for example) but still able to work online?

- a. If the faculty member is able to work from home and teach the hybrid class fully online, they may do so while in isolation. Unless they are unable to fulfill job duties (such as required virtual meetings, virtual office hours and online teaching) they do not need to take sick leave.
- b. If they would like to take leave and have a substitute teach the f2f portion of their class, that is OK, but no faculty member will be made to substitute in a f2f class for another if they prefer not to do so. (We may need to ask another faculty member to sub in the online portion).
- c. If the faculty member is unable to work from home because they are ill, they should take sick leave as they normally would. Please contact Employee Benefits for additional information and guidance.

12. Do the ventilation systems in campus buildings meet CDC guidelines for safety?

Yes, every building meets CDC standards. All building HVAC systems have been adjusted to let in maximum outside air, which is the recommendation from the CDC. Another way to increase air flow is to open the classroom door. If your room doesn't already have one, doorstops are available from Facilities through a request to your department chair.

13. What are the requirements for faculty to explain or enforce safety protocols in the classroom?

- a. For your records we ask that faculty distribute (virtually or on paper), discuss, and require students to sign or acknowledge the Student Acknowledgement Form on the first day of class. This reinforces the rules and expectations for students in case a compliance issue arises. One suggestion is to use the form the way you normally use a syllabus quiz as the first assignment in the class. The form includes the rules about physical distancing, handwashing and the importance of not coming to class if ill.

- b. Faculty should also direct attention to signage around campus that reinforces the protocols.

14. What type of face coverings are faculty allowed to wear while in the classroom?

Faculty may wear a mask and/or shield while they are in the classroom if they so desire but it is not required.

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