



ROANOKE  
COLLEGE®

PLAN FOR REOPENING  
MODIFIED FOR SPRING SEMESTER  
JANUARY 2021

Roanoke College  
Plan for Reopening January 2021

Table of Contents

INTRODUCTION..... 6

A) REPOPULATION OF THE CAMPUS..... 6

    1) Establishment of a COVID-19 Coordinator/Campus Team..... 6

    2) Contact Information and Procedures for Reaching the Local  
        Health Department..... 8

    3) Return of Students to Campus..... 9

        a) General..... 9

        b) Athletes..... 10

    4) Education/Training of Students in Prevention of COVID-19..... 10

    5) Physical Distancing..... 11

        a) Classroom/Learning Environment..... 11

        b) Residence Halls..... 12

        c) Dining Services..... 12

        d) Campus Recreation Facilities..... 13

        e) General Occupancy..... 14

        f) Gatherings..... 14

    6) Hygiene Practices and Cleaning/Disinfecting Protocols..... 15

        a) General Cleaning and Disinfecting Protocols..... 15

        b) Provisions for Hand Sanitizer/Handwashing Stations..... 16

c) Shared Objects.....	16
7) Housing.....	17
a) Face Coverings.....	17
b) Kitchen Usage.....	17
c) Capacity/Occupancy.....	17
d) Signage.....	17
e) Programs/Events.....	18
f) Staff Meetings.....	18
g) Training.....	18
8) Consideration of Vulnerable Individuals.....	18
a) Policy Options for Support.....	18
b) Leave Policies.....	19
c) Policies for Returning to Class/Work After COVID-19 Illness.....	19
9) International Student Considerations.....	19
10) Partnership and Communication/Information Sharing with the Local Community, Health Systems, and other Stakeholders.....	19
11) Face Coverings.....	20
a) Education and Reinforcement.....	20
b) Faculty.....	21
c) Students.....	21
d) General Information Regarding Locations.....	21
12) Student Health & Counseling Services.....	21

a) Provision of PPE for Student Health & Counseling Services Medical Staff.....	21
b) Maintenance of Typical (non-COVID-19) Student Health & Counseling Services.....	22
c) Mental Health Services.....	22
d) Student Health & Counseling Services Facility Considerations.....	23
e) Student Health & Counseling Services Administrative/Staff Considerations.....	23
f) Student Health & Counseling Services Patient Care Considerations.....	24
13) Large Events on Campus.....	24
14) Communications Strategy.....	25
a) Setting Expectations.....	25
b) Roanoke College’s Plan for Reopening in Fall 2020.....	26
c) Ongoing Communications.....	26
15) Orientation and Education/Training (including anti-stigma training) .....	26
<b>B) MONITORING HEALTH CONDITIONS TO DETECT     INFECTION.....</b>	<b>27</b>
1) Strategies for Monitoring Health of Campus Population.....	26
2) Campus Level Syndromic Surveillance.....	27
3) Establishment of a Testing Strategy.....	27

C) CONTAINMENT TO PREVENT SPREAD OF THE	
DISEASE WHEN DETECTED.....	27
1) Partnership with the VDH for Contact Tracing.....	27
2) Quarantining and Isolating.....	27
3) Campus Outbreak Management.....	28
4) Partnership with Local Health Systems to Care for Symptomatic Individuals.....	28
D) SHUTDOWN CONSIDERATIONS IF NECESSITATED BY	
SEVERE CONDITIONS AND/OR PUBLIC HEALTH GUIDANCE.....	28
1) Plan for Campus Dismissal and/or Shutdown.....	28
2) Nature of Reduced Campus Activity if Needed.....	29
3) Considerations Regarding Student Health and Safety on Campus Versus Returning Home.....	28
4) Communications Plan for Dismissals/Shutdowns.....	29
CONCLUSION.....	30
APPENDIX A: LINKS TO INTERNET RESOURCES AND INTERNAL DOCUMENTS.....	31
APPENDIX B: ROANOKE COLLEGE ATHLETICS COVID-19 TESTING POLICY AND PROCEDURES SPRING SEASON 2021.....	32

## INTRODUCTION

Roanoke College values the opportunity to provide a personal educational experience for its students. To return to this model of education, the College developed a plan for reopening in the summer/fall of 2020. As articulated by Governor Ralph Northam on June 11, 2020, in anticipation that conditions at the state, regional, and local levels are conducive to an institution of higher education conducting in-person instruction and on-campus education operations in academic year 2020-2021, that institution was asked to submit a campus reopening plan for state compliance review by July 6, 2020. The plan was designed to provide the optimal on-campus environment and to minimize the risks of COVID-19 exposure to students, faculty, and staff. Roanoke College submitted its plan for reopening on July 6, 2020. The plan was reviewed and approved by the State Council of Higher Education for Virginia (SCHEV) on July 24, 2020. On November 17, 2020, SCHEV provided additional instructions for updating reopening plans for the spring semester. What follows is a modification to the original plan submitted in 2020. It is updated to reflect changes for 2021.

The College continues to follow the advice and best practices offered by the World Health Organization (WHO), the Centers for Disease Control and Prevention (CDC), the Virginia Department of Health (VDH), and the American College Health Association (ACHA). Roanoke College's leaders of the Crisis Management Team (CMT) and the Incident Command System (ICS) group have guided the College through the pandemic response as well as formulating plans for the safest environment possible on campus. Roanoke College's plan is designed to comply with local safety and health guidelines.

This plan will be updated and revised as necessary. APPENDIX A consists of links to resources and internal documents referenced in the plan. APPENDIX B outlines the testing policy and procedures for Roanoke College Athletics for the Spring 2021 semester.

### A) REPOPULATION OF THE CAMPUS

#### 1) Establishment of a COVID-19 Coordinator/Campus Team

Roanoke College activated its Crisis/Emergency Management Plan for pandemic flu on March 2, 2020. The Dean of Students assembled the Crisis Management Team (CMT) and monitored the developing situation. The College administration was made aware of relevant information and was prepared to act upon events that would result in a departure from normal College operations. During this time, the CMT relied upon several sources for information, including the World Health Organization (WHO), the Centers for Disease Control and Prevention (CDC), the Virginia Department of Health (VDH), and the Virginia Department of Emergency Management (VDEM).

The Assistant Dean of Students/Director of Student Health & Counseling Services remained in contact with the local VDH representative for the Roanoke Valley. The Associate Dean of Student Affairs/Director of Campus Safety remained in contact with the VDEM and the City of Salem Emergency Services staff.

After consulting with the President’s Cabinet, the Roanoke College CMT declared the COVID-19 crisis a Level-2 campus crisis that is described in the Crisis/Emergency Management Plan as an emergency event impacting multiple units or functions within the College and significantly disrupting College operations. In major situations involving significant outside resources, the Incident Command System (ICS) is activated to manage a more expansive operation involving multiple institutions and agencies. The Roanoke College ICS was activated to manage the Level-2 COVID-19 crisis.

The Federal Emergency Management Agency (FEMA) describes the Incident Command System (ICS) as a management system designed to enable effective and efficient incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure. ICS is normally structured to facilitate activities in six major functional areas: command, operations, planning, logistics, intelligence and investigations, and finance and administration. It is a fundamental form of management with the purpose of enabling incident managers to identify the key concerns associated with the incident—often under urgent conditions—without sacrificing attention to any component of the command system.

Currently, the Roanoke College CMT and ICS report to the President’s Cabinet and concentrate on seven functional areas: command, campus support, human resources and finance, logistics and maintenance, health and safety, academic and administration planning, and public relations. The following offices are represented on the Roanoke College CMT and/or ICS:

- Dean of Students (ICS/Incident Commander/COVID-19 Coordinator)
- Director of Campus Safety (ICS Deputy Incident Commander)
- Assistant Dean of Students/Director of Student Health & Counseling
- Campus Safety Sergeant for Administration & Training
- Chief Information Officer
- Assistant Director of Development
- Director of Residence Life & Housing
- Associate Director of Student Health & Counseling
- General Manager of Dining Services
- Assistant Dean of Students
- Associate Dean for Strategy & Admissions
- Director of Athletics
- Associate Dean for Academic Affairs & General Education
- Associate Dean for Academic Affairs & Student Engagement
- Director of Human Resources
- Director of Finance and Budget
- Manager of Plant Operations
- Manager of Housekeeping
- Director of Public Relations

Members discuss preparedness plans and respond to the COVID-19 crisis connected to the seven functional areas of the CMT and ICS. The CMT and the ICS make recommendations on issues affecting the entire campus community for approval by the President's Cabinet. These teams meet frequently and receive daily COVID-19 updates from the local VDH and the City of Salem Emergency Services. This information is transmitted to the President's Cabinet and other College administrators.

Contact Information:

Thomas A. Rambo (ICS Incident Commander/COVID-19 Coordinator/Interim Dean of Students)

Alumni Gymnasium

Phone: 540-375-2592

Email: rambo@roanoke.edu

Sandy McGhee (Health and Safety Lead on CMT and ICS)

Assistant Dean of Students/Director of Student Health & Counseling Services

Health Services Building

Phone: 540-375-2287

Email: mcghee@roanoke.edu

Jeremy W. Ruch (Assistant Director of Development/COVID-19 Coordinator)

Ayres Hall

Phone: 540-375-2539

Email: ruch@roanoke.edu

The operation of the Roanoke College CMT and ICS follows the Centers for Disease Control and Prevention, the American College Health Association, and the Commonwealth of Virginia guidance related to COVID-19 response.

2) Contact Information and Procedures for Reaching the Local Health Department

Roanoke College is located within the Alleghany Health District. Dr. Laura P. Kornegay, MD, MPH is the acting District Health Director and Dr. Molly O'Dell, MD is the Communicable Disease Director. Health Services staff have been in direct contact with the District Epidemiologist, Hope White, to review ongoing preparedness plans and respond to questions regarding testing and disease surveillance. The College's immediate point of contact with the health district is Lex Gibson. He has been in contact with the Director of Student Health Services to discuss classroom and social engineering procedures in preparation for assisting with contact tracing and other infection control measures.

Contact Information:

J. Hope White, MPH  
District Epidemiologist  
Virginia Department of Health, Alleghany Health District  
Phone: 540-283-5032  
Email: hope.white@vdh.virginia.gov

Lex Gibson  
Virginia Department of Health, Alleghany Health District  
Phone: 540-254-2405  
Email: lex.gibson@vdh.virginia.gov

3) Return of Students to Campus

a) General

The College has developed a staggered move-in process for students attending classes during the spring. The process is designed to bring groups back incrementally with at least one full day between each arriving group to provide for extensive cleaning and sanitation within the residence halls while also allowing time to address any health-related concerns that may arise. Residence Life and Housing communicated with students living on campus during the Spring 2021 semester on January 11, 2021 with links for move-in day scheduling. Students were allowed to choose from one of four dates (Feb. 1, 3, 5, and 7) and were not permitted to move in on any other dates. The schedule for returning to campus, as well as orientation programs is as follows:

- Dec. 28, 2020 – Jan. 8, 2021      Student-athletes return.
- Feb. 1-7      Students return on Feb. 1, 3, 5, and 7.
- Feb. 6      Orientation for new students (Spring 2021).
- Feb. 6-7      Welcome back for returning freshmen.
- Feb. 8      Classes begin.

In an effort to contain the virus from the start, all students must have a COVID-19 test with negative results taken five days prior to arrival on campus. Results should be provided to the Student Health Center via the Student Health Portal. This also applies to students living off-campus, as well as commuter students. Due to the continued spread of the COVID-19 virus in most communities across the country, the College recommends staying close to home for 10 days prior to move-in. Students are encouraged to continue wearing a mask, exercise good hygiene practices, and avoid gathering with anyone outside of their household.

Roanoke College will again be operating under COVID-19 safe rules on campus. Students, their families, and visitors are to follow the College's face covering policy and distancing requirements while on campus.

For the Spring 2021 semester, students have signed up to move in during various time blocks on the assigned move-in days. There will be two check-in stations on campus. As was the case for the Fall 2020 semester, students may have up to two additional guests to help them move into the residence halls. Students and their guests will receive wristbands upon check-in. Operations at each of the check-in stations are designed to minimize any physical contact between students, guests, and employees.

Hand carts and sanitizing stations will be available in several areas on campus. These items will be cleaned multiple times each day.

College employees will serve as residence hall monitors to ensure that only individuals who are wearing wristbands are permitted to enter the halls.

During new student orientation, students (residential and commuter) will participate in a COVID-19 education program which includes practicing good hygiene, physical distancing, and measures aimed at reducing disease transmission.

#### b) Athletes

Ultimately, the health and safety of the student-athletes and staff is paramount in any decision made to resume athletics activity. The Athletic Department of Roanoke College complies with guidance provided by the National Collegiate Athletic Association and the Old Dominion Athletic Conference. Part of the College's orientation for student-athletes and athletics staff includes education/awareness regarding personal hygiene, disinfection practices of athletic areas, physical distancing, and the use of face coverings. Compliance will be a priority regarding campus plans/policies for preserving the health of the community, including daily self-assessment and face coverings. It is important to remember that student-athletes are participating voluntarily.

Before participation on any of the Roanoke College athletic teams, student-athletes were required to provide the Athletic Training Department with a variety of information. To expedite this process, Roanoke College used an Electronic Medical Record (EMR) that was made available online. The process of entering information into SportsWareOnLine (SWOL) started on May 1, 2020 and was completed by September 1, 2020.

Testing procedures for Roanoke College athletics is in accordance with the National Collegiate Athletic Association, as well as the Old Dominion Athletic Conference, and is provided in APPENDIX B to this plan.

#### 4) Education/Training of Students in Prevention of COVID-19

The education and training of students in regard to the prevention of transmission of COVID-19 remains an integral part of the Colleges campus-wide messaging. Roanoke College continues its focus on COVID-19 education, which includes practicing good

hygiene, such as handwashing, physical distancing, proper cough/sneeze etiquette, frequent disinfection of common work areas, symptom assessment, temperature checks, face coverings in public, and other measures aimed at reducing disease transmission. All students are required to perform daily temperature checks and respond to a short online survey as they begin each day. Educational programming that reinforces strategies for disease prevention occurs throughout the academic year.

All students have been asked to sign a pledge committing to protecting the health and safety of the campus community. The pledge addresses physical distancing standards, the face-covering policy of the College, the practicing of good hygiene, reporting to Student Health & Counseling Services medical staff the moment one feels unwell, testing if one displays symptoms of COVID-19, and isolation/quarantine if asked by the College, a medical provider, or government agency.

## 5) Physical Distancing

The Centers for Disease Control and Prevention (CDC) defines safe physical distancing practices as six feet of physical separation between individuals. Accordingly, all students, faculty, staff, and campus visitors are encouraged to maintain a minimum six-foot distance from one another at all times when possible whether indoors or outdoors. The College requires ten feet of physical distancing in certain environments out of an abundance of caution. Per the College's face-covering policy, cloth face coverings are required to be worn in all public areas and locations where physical distancing cannot be maintained.

### a) Classroom/Learning Environment

The occupancy of every classroom has been reduced so that physical distancing can be maintained. In standard classrooms, student seating is six feet apart. All classrooms have been evaluated and assigned a new occupancy limit. For most classrooms, the new occupancy is 50% of normal capacity; however, in rooms with theater-style seating, new occupancies are 25% or less. Excess seating has been removed or marked and blocked so that students can easily see which seats allow them to maintain physical distance.

Very few classes at Roanoke College enroll more than 30 students. Whenever possible, the College has assigned courses into rooms large enough to allow all students to attend in-person every day with physical distancing measures in place. Courses that cannot be assigned to larger rooms are taught via a hybrid or exclusively online mode of delivery, such that they never exceed the new room occupancy levels that maintain physical distancing. In most cases, faculty are using a mix of staggered attendance and synchronous online classes via Zoom. Each instructor submits their plan to their department chair and the academic dean's office two weeks before classes begin.

Studio, laboratory, and other experiential courses employ a variety of strategies for maintaining physical distancing. Section caps have been reduced in some courses so that maximum occupancy is not exceeded. New studio and laboratory sections have been added to accommodate displaced students. Other courses are adopting A/B weekly schedules so that, for example, half of the students are in lab one week while the other half of the students complete a virtual lab experiment. Each instructor submits their plan to their department chair and the academic dean's office two weeks before classes begin.

In laboratories and studios where equipment is normally shared, new practices have been instituted so that sharing is minimized. Many materials are dispensed so that students do not need to share common supplies. Shared equipment and keypads are sanitized between users. Sanitizing wipes are placed appropriately. In some cases, disposable gloves are used. Sanitation supplies are placed in every classroom.

Some courses, such as choir, maintain ten feet of physical distance and require face coverings. Performances have been postponed until further notice.

#### b) Residence Halls

The seating in all lounges has been reconfigured to provide for physical distancing and capacity control. For example, residence hall lounges and bathrooms are clearly posted with their maximum capacity. Bedrooms have a maximum capacity of the residents assigned to live there. Additionally, bedrooms are set up to maximize space between residents. Visitation policies within the residence halls have been modified as follows:

- Residential students only have cardkey access to their assigned residence hall
- No outside visitors are allowed in the residence halls
- Residents may have one visitor in their room from the same building

The visitation policy will be reviewed and adjusted if/when conditions allow. All decisions are subject to change at the discretion of the College.

#### c) Dining Services

Directional signage and floor markers have been installed in all locations to promote physical distancing. Tables have been modified to allow single seating with six feet of space between guests and tables to meet the VDH guidelines. As Virginia progresses/regresses into different phases under the Forward Virginia Blueprint, modifications will be made to tables and seating to allow for greater/lesser capacity while still maintaining the six feet of physical distancing.

Designated entrances and exits have been created with barriers to separate and reduce the risk of potential exposure. Common areas leading into the various dining locations have designated physical distancing markers. The use of stanchions is being used to help designate the lines for service while promoting physical distancing.

Take-out meals are an option that is encouraged as physical distancing guidelines continue to be enforced. Depending on staffing and the availability of student labor, the College will implement a campus delivery program. Staff will deliver various menu options around campus in clean and sanitized containers. Payment will be made online before delivery to avoid contact.

Occupancy levels in all locations are modified and have significantly fewer seats. The cashier in each location helps monitor seating and keeps guests at the cashier stations until appropriate seating is available, having been cleaned and disinfected. The College installed crowd counters with a display screen outside dining areas that displays the capacity, seats available, and potential wait times. Additionally, this information can be accessed on the website before going to a location to help minimize wait times while promoting physical distancing.

All self-serve stations and menu options have been eliminated until approved by the VDH that it is safe to resume normal operations and the College can be in full compliance with their guidelines.

Dining Services staff are subject to a daily health screening at each location based upon a series of questions that have been approved by the VDH and Roanoke College.

#### d) Campus Recreation Facilities

##### i) Belk Fitness Center

The number of people allowed in the fitness center is in compliance with occupancy guidelines. Currently, guests will not be permitted. Equipment is spaced to permit ten feet of separation. Spotting at weight stations is not permitted unless the participants are from the same household. Personal training sessions are not permitted inside the Belk Fitness Center. Staff continue to monitor the spacing of participants.

##### ii) Game Room

The number of people allowed in the game room is in compliance with occupancy guidelines. The College may require advanced sign-up for specific timeslots. Televisions, video gaming systems, and pool tables are adequately spaced so that physical distancing can be maintained. Staff continue to monitor the spacing of participants.

##### iii) Group Fitness Room

The number of people allowed in the group fitness room is in compliance with occupancy guidelines. The College may require advanced sign-up for classes. The floor is marked with tape to define each participant's workout area. The

College has received guidance recommending 100-200 square feet per person. Equipment is set up in defined areas before the start of each class. Staff continue to monitor the spacing of participants.

iv) Intramurals

The College has added intramural offerings, such as fantasy football, that can be played online. Additionally, the College has offered other sports where the participants would infrequently come within six feet of each other. Team sports that involve close play, such as flag football, basketball, and soccer are on hiatus until further notice.

v) Outdoor Adventures Program (Center and Activities)

The number of people allowed in the center at a time is in compliance with occupancy guidelines. Stanchions are used to queue those waiting for assistance and ensures that individuals remain six feet apart. The arrangement of furniture is such that participants maintain physical distancing. There will be no overnight trips where students would be sleeping close to each other in tents. Departure for off-campus trips take place on foot or bicycle since van transportation is not allowed for six feet of separation in most cases. The College continues to explore offering more programs such as slacklining that can enable adequate spacing. Staff continue to monitor the spacing of participants.

e) General Occupancy

Occupancy levels in all locations are modified to comply with the Forward Virginia Blueprint.

f) Gatherings

Roanoke College is committed to maintaining a healthy and safe operation to reduce the risk of spreading COVID-19. All Roanoke College gatherings comply with guidance related to physical distancing from the Centers for Disease Control and Prevention, the Virginia Department of Health, and any laws or executive orders from the Commonwealth of Virginia.

All Roanoke College classrooms and laboratories, office spaces, dining facilities, residence hall common areas, social spaces, exercise facilities, outdoor event venues, meeting/conference rooms, athletic event locations, and other spaces have an occupancy of no more than what is the recommended guidance in determining safe physical distancing to help prevent and/or stop the spread of COVID-19.

This occupancy may vary due to the type of activity to be performed in a particular setting. Any gathering involving exercise, singing, or cheering is configured to

maintain at least ten feet of distance between participants. All other gatherings are required to maintain at least six feet of distance in an appropriate setting. Face coverings are required for all indoor events.

Offices and meeting rooms are configured to support physical distancing guidance and to limit the number of occupants in an office. Desks have been set up to reduce the risk of occupants facing one another. Virtual meetings are encouraged to reduce the number of in-person meetings scheduled on campus. When in-person meetings must take place, attendance is limited to the occupancy capacity in an assigned room. All meeting room occupancy capacities are in compliance with the guidance of six feet of physical distance between participants.

Social spaces and common areas in residence halls and the Colket Center have occupancy capacities posted to limit the number of people in a particular area. The posted capacities are enforced by student staff at these locations.

Indoor and outdoor spaces hosting concerts and sporting events will comply with the Forward Virginia Blueprint and will maintain a strict physical distance of ten feet between spectators due to crowds singing or cheering throughout the event.

All Roanoke College residence halls, academic, and administrative buildings have designated entrances and exits to reduce the size of gatherings in doorways and hallways. Face coverings are required in all buildings and other areas where physical distancing cannot be maintained. Exceptions to this policy are related to areas where individuals are exercising, eating, or in private areas such as residence hall rooms and single occupancy offices.

All fraternity and sorority chapter business is conducted virtually or with physical distancing maintained in locations with the appropriate capacity for the number of members in attendance. The College did not allow indoor fraternity and sorority social events during the Fall 2020 semester due to the significant challenges in maintaining physical distancing in campus facilities.

Outdoor social events and/or smaller gatherings during the Spring 2021 semester may be approved if conditions allow.

## 6) Hygiene Practices and Cleaning/Disinfecting Protocols

### a) General Cleaning and Disinfecting Protocols

Roanoke College uses Aramark Corporation for daily cleaning (five days per week) and disinfecting. As operations related to COVID-19 change with any local/state regulations, Aramark can offer enhanced protocols to meet changing regulations. Existing protocol of cleaning and sanitizing at Roanoke College includes a five-day cleaning and sanitizing schedule in all existing buildings and restrooms on campus. The level of service with existing CDC approved sanitizers and classroom and

bathroom procedures offers protection. Enhanced procedures now include that cleaning personnel receive daily temperature checks and the correct PPE (masks, gloves, or gowns) before starting daily activities.

The protocol assumes daily cleaning and disinfecting of spaces and high touch areas per CDC guidance in the morning before student arrival and residence hall cleaning by mid-morning. Virex is the CDC approved disinfectant Aramark normally uses and it generally has a contact kill time of between two and four minutes. Other disinfectants are used to augment existing disinfectants. The College obtained a contract for electrostatic disinfecting machines that quickly disinfect large areas more quickly than manual hand cleaning. Additional sanitizers, both wipes and spray bottles, are made available in classrooms for self-service use and shared self-sanitizing responsibility.

Supply vendors for sanitizers and cleaning chemical supplies are both local and national. Much of these supplies are currently stockpiled or have been ordered and are stored in locked locations on campus.

Dining areas close down operations at various times between meals to clean and disinfect all the larger serving and seating areas. Guidelines issued by the CDC and the VDH are followed. Tables and chairs are disinfected after each use per the current guideline. Each table has a single-use card that is green on one side and red on the other. As the table and chairs are cleaned and disinfected, green cards are put down so guests know it is safe to use. Guests are asked to turn over to the red when they finish so that staff will know the table needs to be cleaned. This also lets guests know that the table is not yet available for use. Additional sanitizing stations are installed, and all guests are asked to wash their hands before entering. Signs are posted on all doors and throughout dining locations making guests aware of the requirements and policies.

b) Provisions for Hand Sanitizer/Handwashing Stations

Hand sanitizers with high alcohol content, both wall-mount, and some free-standing units, have been placed in the lobbies of all the buildings nearest the entrance elevators so that hand disinfection can take place before entering the main parts of the buildings, classrooms, or elevators. There are plenty of bathrooms in and around campus buildings where frequent handwashing is encouraged and expected.

c) Shared Objects

In laboratories and studios where equipment is normally shared, new practices have been instituted so that sharing is minimized. Many materials are dispensed so that students do not need to share common supplies. Shared equipment and keypads are sanitized between users. Sanitizing wipes are placed appropriately. In some cases, disposable gloves are used. Sanitizing supplies have been placed in every classroom.

In a few cases where students must interact closely, disposable gloves, face shields, and gowns are used.

In laboratories and computer centers where equipment is shared, there are sanitation stations with disinfectant wipes, spray or pour spout bottles, and disposable paper towels for one-time use on a self-service or self-help basis. Additionally, these spaces are cleaned and disinfected daily by housekeeping staff members before student arrival in the morning.

In dining areas, napkin dispensers and salt and pepper shakers have been removed from the tables. All condiments are served at the stations. Silverware is distributed to the students in bags. Touchless napkin dispensers are available for use. For locations that are using disposables, touchless disposable silverware dispensers are used. Items that can be reused are only used for a single guest, and then are cleaned and disinfected before use again.

## 7) Housing

### a) Face Coverings

To help slow the spread of COVID-19, Roanoke College has developed a campus-wide face-covering policy. In the residence halls, face coverings are required at all times while in the common area spaces. Face coverings in residence hall bedrooms are not required. However, they are highly recommended unless the room is single occupancy.

### b) Kitchen Usage

All students should keep their cooking utensils, pans, plates, cups, etc. in their bedroom. Dishes should be washed, dried, and stored back in their room immediately after use. Sharing a kitchen is natural for the residents living in one of the College's apartments. Residents living in an apartment are highly encouraged to have their own dishes.

### c) Capacity/Occupancy

Residence hall lounges and bathrooms are posted with their maximum capacity. Bedrooms have a maximum capacity of the residents assigned to live there.

### d) Signage

Reminders are posted for proper hand hygiene as well as the College's face-covering policy.

e) Programs/Events

Residents are asked to utilize digital platforms for events (Houseparty, Facebook Live, etc.) When small group events are planned, the use of open-air, well-ventilated rooms or outdoor venues are utilized. If food is served, it is pre-packaged in single-serving sizes or served by one person with adequate PPE.

f) Staff Meetings

When staff meetings take place, students utilize Zoom, Microsoft Teams, or other methods for meetings. Materials for meetings are picked up in professional staff offices at announced times.

g) Training

Resident Advisors, Head Resident Advisors, Greek Residence Managers, and Residence Life & Housing professional staff are all trained on proper usage of PPE, changes to housing policy regarding COVID-19, and proper response in a COVID-19 active situation. Training has been conducted both online and in-person using the ACUHO-I training modules to supplement in-person training sessions. Resident Advisors (RAs) have limited access to the RA Resource Room with no more than five persons allowed access at the same time.

8) Consideration of Vulnerable Individuals

a) Policy Options for Support

The Employee Guide for Returning to Campus addresses the process for employee accommodations, which covers vulnerable populations. Nearly all of the accommodations granted for Fall 2020 were extended due to the continued prevalence of the virus. Those at risk may file for Americans with Disabilities Act accommodation through an electronic form created specifically for COVID-19 accommodations. Accommodations include remote work, flexible schedules (working outside traditional business hours when fewer people are present), or some combination of the two.

Students who need accommodations related to COVID-19 should contact the Office of Accessible Education Services. Accessible Education Services (formerly known as Disability Support Services) strives to meet the needs of students with documented disabilities in alignment with Roanoke College's commitment to providing equal access to educational opportunities for all students, per Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

b) Leave Policies

Staff who earn leave have been provided with five additional days of personal leave from January 1, 2021 through the spring and summer semesters. All leave banks may be used for any COVID-19 hardship reason. Faculty do not earn leave, and for both faculty and staff, the College is allowing remote work.

c) Policies for Returning to Class/Work After COVID-19 Illness

Students who have tested positive to COVID-19 will need to be cleared by a physician or Student Health Services before returning to the classroom. Employees must be cleared by their physician or Student Health & Counseling Services medical staff to return to work. In the absence of a doctor's return to work note due to an overloaded healthcare system, the College will follow CDC recovery timelines before allowing an employee to return. This is addressed in the Employee Guide for Returning to Campus, as well as the Supervisor's Guide for Returning to the Workplace.

9) International Student Considerations

Roanoke College has suspended all business-related international travel. Employees traveling for personal reasons are required to report any suspected exposures upon return and will be required to quarantine if that is deemed appropriate by Student Health & Counseling Services staff.

In accordance with an Executive Order signed by the president on January 21, 2021, all students and employees arriving from abroad must produce proof of a recent negative COVID-19 test prior to entry. Additionally, they must comply with other applicable CDC guidelines concerning international travel, including recommended periods of self-quarantine or self-isolation after entry into the country. The College will facilitate this quarantine for students needing assistance. The International Education Office and Residence Life and Housing Office are communicating with International students about these requirements. International Education staff track these students' return to campus, ensure compliance, and support their needs during quarantine.

10) Partnership and Communication/Information Sharing with the Local Community, Health Systems, and other Stakeholders

Student Health & Counseling Services medical staff have collaborated with the local office of the VDH on reviewing plans for students' return to campus to ensure they meet health and safety guidance and best practice protocols. The College is in direct communication with the VDH on matters of testing, contact tracing, isolation and quarantine scenarios, and care for symptomatic individuals on campus.

Lewis-Gale Medical Center is located in Salem and is the closest medical facility to campus. Lewis-Gale Medical Center and Roanoke College communicate and share

information related to emergency response and follow-up. Additionally, Carilion Clinic's chief of medicine and executive administrators met with Roanoke College ICS representatives to review portions of reopening strategies and plans.

Delmas Bolin, MD, PhD, FACSM, FAAFP, is the Roanoke College Head Team Physician and Medical Director. Dr. Bolin meets regularly with the Roanoke College Athletic Department's planning team to inform strategies for safe resumption of sports programs. Dr. Bolin is also the Professor of Sports and Family Medicine at Edward Via College of Osteopathic Medicine.

The Assistant Dean of Students/Director of Student Health & Counseling meets regularly with members of the Virginia College and University Medical Directors. Roanoke College has a longstanding sense of community and collaboration with the City of Salem. This supportive relationship has aided both Roanoke College and the City of Salem in responding to the COVID-19 pandemic.

The Roanoke College Office of Campus Safety shares information daily with the City of Salem Emergency Management Team involving trends, emergency response, and training related to COVID-19.

The City of Salem, local businesses, and Roanoke College collaborate on issues of acquisition and sharing of PPE. Purchasing and sharing of PPE has reduced cost and has made supplies more readily available.

Roanoke College continues to track legislation at the federal and state levels and communicates with representatives of other organizations, such as the Council of Independent Colleges in Virginia, to ensure that the College is taking advantage of available resources. The College's Public Relations and Communications offices collaborate with the City of Salem to distribute timely information to the broader community.

## 11) Face Coverings

### a) Education and Reinforcement

On June 17, 2020, Roanoke College announced a Face-covering Policy that applies to all students, faculty, and staff. An FAQ section was included as part of the policy. As faculty and staff return to campus for the Spring 2021 semester, this policy will be reinforced. During new student orientations, all students (residential and commuter) will participate in a COVID-19 education program which includes the wearing of face coverings on campus when in public and other measures aimed at reducing disease transmission.

The importance of wearing face coverings will be reinforced with educational programming on disease prevention strategies that will occur throughout the school year.

b) Faculty

All faculty and staff are required to wear face coverings when in any shared space within a campus building, including hallways and classrooms. Classrooms are configured so that faculty can always be six feet away from students. Face coverings will be worn when teaching indoors. The College will provide each employee with one cloth face covering. Employees are allowed and encouraged to provide their own face coverings and it is recommended they have at least one spare to use to allow for routine cleanings.

c) Students

Students are required to wear face coverings in any shared space within campus buildings, including hallways and classrooms. The Office of Residence Life and Housing provided each student with a face covering. Students are allowed and encouraged to provide their own face coverings and it is recommended they have at least one spare to use to allow for routine cleanings.

d) General Information Regarding Locations

Cloth face coverings are required to be worn by all employees and students in the following locations:

- Common areas inside all campus buildings and in all other buildings owned or used by the College including, but not limited to, hallways, elevators, stairways, meeting rooms, classrooms, training rooms, locker rooms, dining facilities, restrooms, and lounges/break rooms
- Common areas in all College residence halls, including, but not limited to, hallways, elevators, stairways, lounges, another student's room (in apartments and suites), study rooms, kitchens, and laundry rooms
- Any other indoor or outdoor areas of campus where physical distancing cannot be maintained
- When traveling by vehicle on College business if there is more than one person in the vehicle and everyone in the vehicle does not live together

12) Student Health and Counseling Services (SHCS)

a) Provision of PPE for SHCS Medical Staff

Roanoke College SHCS has a long-standing relationship with McKesson for the purchasing of medical and pharmaceutical supplies. McKesson experienced the same supply chain shortages as others across the country at the onset of the pandemic and prioritized hospitals' critical supply needs. As a result, they were unable to fill supply requests for surgical and N95 masks, procedure gowns, and face shields. The College was able to obtain an adequate supply of gloves. This was communicated to the Incident Commander and subsequently a PPE subcommittee was created for review and acquisition of college-wide PPE needs. The committee has identified several

additional vendors and has made significant purchases of masks, gowns, face shields, hand sanitizer, and other additional products as needed.

b) Maintenance of Typical (non-COVID-19) Student Health & Counseling Services

SHCS continues to offer a range of services related to sexual health, injury, and non-respiratory acute illness evaluation. In November of 2020, SHCS launched MaroonCare, a telehealth service offering medical, psychiatric, and counseling services to enrolled students year round. Student requests for in-person visits are honored if possible, keeping safety of students and staff at the forefront. Best practices from an assessment, diagnostic, and treatment perspective may indicate an office-based evaluation.

c) Mental Health Services

Roanoke College Student Health & Counseling Services is an integrated center housed within the same building. The pandemic exposed facility limitations that prohibit physical engineering strategies to limit exposure to respiratory illness. For example, Student Health & Counseling Services has a small common waiting room.

While sick students have been provided masks and were encouraged to sit away from others in the past, this is inadequate in the setting of COVID-19 mitigation. As a result, counseling staff will be temporarily relocated for the 2020-2021 academic year. Students referred to health care providers for medication consultation will be offered the option of a virtual or in-person office visit if conditions allow.

Current American College Health Association (ACHA) recommendations encourage an appropriate balance of in-person and telehealth service delivery of counseling services on college campuses. Until further guidance is received, counseling services will be delivered virtually unless the following criteria are met:

- A crisis situation that warrants in-person evaluation and intervention
- A client is unable to access telehealth. This could be related to technology or space-related challenges (lack of privacy)
- Based on the mental health provider's discretion

Services provided in-person must happen under the following conditions:

- The client has received a COVID-19 symptom screening during scheduling and at the time of their appointment. No walk-ins will be permitted. All clients, including during a crisis, must be cleared by a mental health provider before entering the building
- Provider appointment schedules will be staggered to minimize social interaction in the waiting area
- Clients and staff will be required to wear face coverings when in the building and around others. This includes during counseling sessions unless an exception is deemed clinically necessary by a mental health provider

- Mental health providers will allow for at least six feet of physical distance between themselves and clients when able, including during counseling sessions
- Medically ill clients posing a potential communicable risk to others, including non-COVID-19 related, will not receive in-person services while ill. A best practice alternative will be determined and utilized on a case-by-case basis
- Medically ill staff posing a potential communicable risk to others, including non-COVID-19 related, will not be permitted to provide in-person services while ill. A best practice alternative will be determined and utilized on a case-by-case basis

In anticipation of the increased mental health needs related to living, learning, and working in the COVID-19 environment, Roanoke College has executed a contract to begin using Therapy Assistance Online (TAO Connect). TAO is a highly interactive, mobile-friendly educational tool that can be used as an adjunct to traditional therapy or stand alone as a self-help tool. This program will be available to students, faculty, and staff.

#### d) Student Health & Counseling Services Facility Considerations

Waiting rooms have been reconfigured to allow for physical distancing by removal and spacing of chairs. Students enter through the High Street entrance and exit through the side door. Directional signage is placed on the front entrance and throughout the building. Wall-mounted hand sanitizer dispensers are located in the waiting room, nurses station, and all patient care areas. Examination rooms, laboratories, and patient bathrooms are disinfected following each usage. The facility is cleaned daily by housekeeping.

#### e) Student Health & Counseling Services Administrative/Staff Considerations

Staff consist of two part-time, mid-level providers (one who serves as Director/Assistant Dean), and three part-time Registered Nurses. Additionally, there is an Office Coordinator that supports both student health and counseling operations. One provider and two nurses are scheduled each day. Staff receive a temperature screen before entering the building. Currently, students pay on the day of service with cash, credit card, or Maroon Money.

Obtaining personal protective equipment has been a priority since January 2020. Guided by the PPE subcommittee, the College began working with multiple vendors and was able to secure isolation gowns, surgical masks, gloves, and face shields.

SHCS staff received additional training on the following topics before students returned to campus:

- COVID-19 symptom evaluation and treatment
- Contact Tracing certification
- Isolation and quarantine protocols

- Assessment and care of patients in isolation
- Donning and doffing of PPE
- Strategies for patient triage via telehealth
- Infection control measures and enhanced cleaning protocols

f) Student Health & Counseling Services Patient Care Considerations

PyraMED Health is an electronic health record software utilized by SHCS. The web portal allows students to securely communicate with providers, electronically submit pre-entrance health forms, view and print immunization history, receive lab results, and schedule appointments. Students are seen by appointment only and have their temperature checked on arrival. Self-check-in has been suspended for the fall and spring semesters. Nurses check students in manually.

Students are instructed to call SHCS staff directly if they develop a fever or other signs of COVID-19 infection. They will be given instructions based on the triage assessment. Students requiring testing enter through the rear door directly into an exam room where they are greeted by a staff member. Based on test results and/or clinical suspicion, students are provided a packet with instructions regarding isolation/quarantine and assisted with collecting belongings if moving to an isolation bed. With permission, the Registrar is contacted to provide notification to professors. The Virginia Department of Health is notified of positive test results.

13) Large Events on Campus

The Commonwealth of Virginia has distributed guidance regarding gatherings during the various phases of reopening. Roanoke College will comply with this guidance.

The College has a Large Event/Group Gathering Plan and Request Form that is available at the Student Activities desk. Large events, athletic events, and ceremonies will be required to have, at least, the following in place before being approved:

- All organizers, participants, and spectators will undergo a health screening, including temperature check, before entering the venue. No one with a fever, symptoms of COVID-19, or known exposure to COVID-19 in the previous 14 days will be permitted inside of the venue. This policy will be posted at the entrances of the venue
- Signage providing awareness of physical distancing, gatherings, handwashing practices, and the importance of not entering if sick will be posted at all entrances and throughout the venue
- Occupancy plans will allow for physical distancing of six feet between all organizers, staff, volunteers, and attendees who are not members of the same household. Athletic events, concerts, and other events where singing and/or cheering may occur will maintain physical distancing of ten feet of space between attendees

- Seating areas must be configured to allow six feet of physical distancing between individuals. Tables will be placed to support appropriate physical distancing as well
- All venues will have dedicated entrances and exits to reduce bottlenecks
- A plan must be in place for cleaning and disinfecting high contact areas and hard surfaces per CDC guidance every two hours starting before, during, and after the event
- Events will not be open to the public and will be limited to Roanoke College students, faculty, and staff only
- Events will mark queue lines that separate people by six feet of physical distance. Seating areas will also be marked to show where people may sit to maintain physical distance
- Each event will have a designated COVID-19 coordinator who will provide a detailed plan on health preparedness and emergency response. Plans will include the process for notifying the local health department
- All participants will register for event tickets or use a valid Maroon Card so that officials will know who to contact in the event of COVID-19 exposure
- Sneeze guards and other barriers will be installed at each point of sale
- Portable hand sanitizing stations will be placed in convenient locations, but away from congregate areas. The event set up must provide for six feet of physical distancing
- A plan to ensure each bathroom has an adequate supply of soap and water. All bathrooms will have posted signs indicating best practices for washing hands
- A plan to close off areas used by sick people to include cleaning and disinfecting after a 24-hour waiting period
- All attendees are to leave the venue through designated exits to reduce contact or exposure to themselves or others
- All event plans need to be reviewed by the Office of Campus Safety and Student Health & Counseling Services before submission to Cabinet for approval

#### 14) Communications Strategy

##### a) Setting Expectations

Roanoke College contacted students, faculty, and staff on July 2, 2020 to set expectations for the Fall 2020 semester. Communications stated that details would be released by mid-July, but students should expect changes to many aspects of campus life to accommodate the return to campus. The messaging was communicated to students, faculty, staff, and parents by the following methods:

- Direct email
- Posted to Roanoke College website for news and COVID-19 news page
- Shared on social media: Facebook, Instagram, Twitter, etc.
- Repeated as top story on daily email to students, faculty, and staff

- Highlighted on the Inside Roanoke intranet page

b) Roanoke College's Plan for Reopening in Fall 2020

Roanoke College submitted its Plan for Reopening to the State Council for Higher Education in Virginia (SCHEV) on July 6, 2020. At the same time, the plan was posted on the College's COVID-19 website. After the report was approved by SCHEV, the content was reformatted into user friendly sections and posted to a new section of the website dedicated to returning to campus in the fall.

The plan was communicated to students, faculty, staff, and parents by the following methods:

- Direct email
- Posted to Roanoke College website for news and COVID-19 news page
- Shared on social media: Facebook, Instagram, Twitter, etc.
- Repeated as top story on daily email to students, faculty, and staff
- Highlighted on the Inside Roanoke intranet page

c) Ongoing Communications

Details about the Spring 2021 semester, operations of student organizations, travel policies, athletic events, and other events has been communicated to students, faculty, staff, and parents by the following methods:

- Direct email
- Posted to Roanoke College website for news and COVID-19 news page
- Shared on social media: Facebook, Instagram, Twitter, etc.
- Repeated as top story on daily email to students, faculty, and staff
- Highlighted on the Inside Roanoke intranet page

15) Orientation and Education/Training (including anti-stigma training)

As faculty, staff, and students begin to return to campus, they will be briefed through various means on safety and protocol. Students will be educated during their orientation. Faculty and staff have had a video and print materials supplied by Human Resources addressing a multitude of topics for returning to work such as personnel situations arising from COVID-19, responding to employees calling in sick, positive cases on campus, flexible leave policies, and of course, safety and health protocols. Communication from supervisors to their employees will be ongoing as practices evolve in response to new information.

Supervisors received information about addressing COVID-19 stigma and discrimination. The College will assign a required course to all faculty and staff through the Learning Management System (LMS) to watch an anti-stigma training video. Additionally, the College has implemented an anonymous reporting process so that it can quickly address the issue should problems arise.

## B) MONITORING HEALTH CONDITIONS TO DETECT INFECTION

### 1) Strategies for Monitoring Health of Campus Population

Roanoke College developed a self-assessment tool that is available as a web form and compatible on any device. The tool, COVID Tracker, was rolled out on July 1, 2020. All faculty, staff, and students are asked to complete the assessment each day. Positive responses are sent to SHCS for follow-up. Once the self-assessment is completed, individuals receive a confirmation email. This confirmation serves as proof the assessment was completed and can be used as an “admission ticket” to gain entrance to classrooms and work spaces.

### 2) Campus Level Syndromic Surveillance

PyraMED Health electronic software is used to monitor COVID-19 cases and recovery status for students. An internal document is used to track those in quarantine including testing needs and release dates. SHCS partners with and takes direction from the VDH regarding additional record keeping.

### 3) Establishment of a Testing Strategy

For the Spring 2021 semester, all students are asked to bring a negative test obtained within five days of moving back to campus. Students will be tested approximately one week after arriving on campus. Additionally, random screening tests of a sample of asymptomatic students will be conducted throughout the semester.

Faculty and staff in critical operational areas will be tested periodically. Furthermore, faculty and staff with symptoms or primary exposure will be tested as needed.

Members of athletics programs will be tested routinely. See APPENDIX B regarding Roanoke College’s COVID-19 testing policy and procedures for athletes.

## C) CONTAINMENT TO PREVENT SPREAD OF THE DISEASE WHEN DETECTED

### 1) Partnership with the VDH for Contact Tracing

Staff in SHCS and Campus Safety completed the Johns Hopkins Contact Tracing Course. On identification of a PUI, the local epidemiology consultant with the VDH Alleghany Health District is contacted. If deemed appropriate in the individual circumstance, students may return home for isolation and treatment by primary care provider.

### 2) Quarantining and Isolating

An on-campus residence hall and off-campus college-owned houses are used for isolation space. Before student arrival, these houses are stocked with an infrared thermometer, over the counter medications for symptom relief, beverages, and non-perishable foods.

When a student is identified as a PUI or tests positive, the CMT is notified. Students are provided a packet of information and transported to their assigned unit. Dining services is notified to begin meal delivery. SHCS medical staff completes a telehealth visit daily to check on student health status. In-person visits are scheduled as needed. Students contact Campus Safety for afterhours emergent concerns. Counseling staff and/or the Chaplain provides daily check-in for emotional support while in isolation and conveys additional needs to clinical staff as indicated.

Students required to quarantine will do so in place if their housing assignment permits. If needed, students may be moved to an isolation bed for quarantine purposes. Quarantined students require food delivery and are not be permitted to enter common spaces or occupied bathrooms.

### 3) Campus Outbreak Management

SHCS medical staff will be in close contact and collaboration with the VDH to manage an outbreak. Determining if an outbreak is isolated to a certain group or a specific residential area dictates next steps. All students and other individuals effected by the outbreak will be reminded to wear face coverings at all times and strict handwashing will be reinforced. The CMT will be alerted to the outbreak. The CMT may convene to assess if conditions warrant consideration of a shift to remote learning and campus closure. Tabletop exercises have been completed to walk through the steps if a student, staff, or faculty member tests positive.

### 4) Partnership with Local Health Systems to Care for Symptomatic Individuals

Roanoke College has been in consultation with Carilion Clinic for ongoing evaluation of reopening plans. Furthermore, being the closest emergency department and psychiatric facility to campus, Lewis-Gale Medical Center has a long-standing history of treating students with acute medical and mental health issues. In the event a student developed worsening symptoms related to COVID-19 infection and needed emergent medical transport, the EMS system would be activated and the student would receive evaluation and treatment at the Lewis-Gale Emergency Department.

## D) SHUTDOWN CONSIDERATIONS IF NECESSITATED BY SEVERE CONDITIONS AND/OR PUBLIC HEALTH GUIDANCE

### 1) Plan for Campus Dismissal and/or Shutdown

In consultation with the VDH, the College will determine the number of cases indicating an outbreak and whether or not the conditions exceed the ability to safely manage the outbreak. Consideration should be given to isolation and quarantining, remaining bed availability, and clinical caregiver capacity to manage a surge. Employee absenteeism will be an additional indicator of the ability to provide appropriate care and support to the campus community. These indicators taken together will signal a shift to remote learning and campus recess.

2) Nature of Reduced Campus Activity if Needed

Actions will include, but aren't limited to, restricting all visitors to campus, cancellation of any in-person events including athletic competitions, and a shift to critical services only.

3) Considerations Regarding Student Health and Safety on Campus Versus Returning Home

In consultation with the VDH, the College will discuss conditions of students returning home. Students returning to an environment deemed a greater public health threat as defined by the CDC or local health authorities would be allowed to remain on campus. Students who live with at risk family members would be evaluated on a case-by-case basis.

4) Communications Plan for Dismissals/Shutdowns

If an outbreak makes it necessary to send students back home for completion of the semester online, the College will handle communications promptly.

In the event of an outbreak on campus, the decision to send students home will be made by the President and the Cabinet. Once the decision is made, the Marketing and Communications Team will update draft communications (prepared before the semester begins) with specific dates and deadlines to leave the campus.

If the decision is made to send students home, a seven-day suspension of classes will occur to allow for travel, as well as preparation by students and faculty for remote learning. Accordingly, the academic calendar will be extended one week. Once the communications are approved by Cabinet with the new dates and deadlines, faculty and staff will be notified the same day, if possible. This will be by email directly to faculty and staff.

Following faculty and staff notification, students and parents will be notified using the approved communications with the date the cancellation of on-campus courses is effective (likely immediately), as well as deadlines for leaving campus and information about when courses would resume online. This will be communicated by email directly to students and their parents. It will also be posted to news pages on the College's website and shared on social media channels.

This action will be followed the same day by a Zoom videoconference meeting with the President and his Cabinet who will likely make themselves available for questions.

Students will depart from campus in the following day(s). The College will follow up with links to information assisting students in the transition such as remote learning resources that have already been created.

## CONCLUSION

This concludes Roanoke College's updated plan for when students return for the Spring 2021 semester. The plan has been approved by Michael C. Maxey, President, Roanoke College. It is in accordance with Governor Ralph Northam's original Higher Education Reopening Guidance, published on June 11, 2020 and distributed to Virginia's institutions of higher education.

## APPENDIX A

### LINKS TO INTERNET RESOURCES:

[American College Health Association](#)

[Centers for Disease Control and Prevention](#)

[Federal Emergency Management Agency](#)

[Forward Virginia Blueprint](#)

[Inside Roanoke](#)

[National Collegiate Athletic Association](#)

[Old Dominion Athletic Conference](#)

[Roanoke College Student Health & Counseling Services](#)

[Roanoke College Student Health Services](#)

[Virginia Department of Health](#)

[Virginia Department of Health Alleghany Health District](#)

[Virginia Department of Emergency Management](#)

[World Health Organization](#)

### LINKS TO INTERNAL DOCUMENTS:

[Roanoke College Employee Guide for Returning to Campus](#)

[Roanoke College Face-covering Policy](#)

[Roanoke College Supervisor's Guide for Returning to the Workplace](#)

## APPENDIX B

### Roanoke College Athletics COVID-19 Testing Policy and Procedures – Spring Season 2021

This policy and procedure document was built based on the guidelines set forth by the NCAA, Old Dominion Athletic Conference, state, local, and federal recommendations. In addition, it was written and approved by the Roanoke College Athletic Training Staff along with Roanoke College Student Health and Athletics Departments.

#### COVID-19 TESTING PROTOCOL

- Each sport sponsored by Roanoke College has been deemed either low, intermediate, or high transmission risk via NCAA guidelines and will be tested and screened according to the following procedures. Support and coaching staff are also broken down into transmission risk categories as defined by the following *tiers*:
  - **Tier 1** — This tier consists of individuals for whom physical distancing and face coverings are not possible or effective during athletic training or competition. Examples of relevant individuals include student-athletes, coaches, support staff with direct contact with student athletes (select athletic trainers or strength & conditioning coaches) and officials. Tier 1 individuals should be limited to essential personnel only. All Tier 1 individuals should wear masks/face coverings, except for student-athletes and officials (depending on the sport specs and conference policies) on the playing surface. Physical distancing should be adhered to whenever possible.
  - **Tier 2** — This tier consists of individuals who come into close contact with Tier 1 individuals but can reasonably maintain physical distance and use face coverings during their interaction. Examples of relevant individuals include certain team staff (e.g., athletic department staff) and certain operational staff (e.g., security, event staff and league staff). Tier 2 individuals will maintain physical distance and universal masking while performing their jobs, and any interaction with Tier 1 individuals must be approved by the designated event organizer or athletics healthcare administrator (or designee), and both parties must maintain physical distance and wear face coverings.
  - **Tier 3** — This tier includes individuals who provide event services but are not in the same vicinity with Tier 1 individuals (and should closer contact become necessary, would be reclassified into Tier 2). Tier 3 individuals should minimize contact with Tier 2 individuals and observe masking and physical distancing at all times. Examples of relevant individuals include certain operational staff (e.g., housekeeping, catering, sanitation and transportation) and media/broadcast.

## CLASSIFICATION AND TESTING SEQUENCE FOR ROANOKE COLLEGE SPORT TEAMS

- Low transmission risk sports; **swimming, tennis, golf, cross country, outdoor track and field**
  - Athletes and staff will complete symptom checking daily in compliance with the school plan for all students and staff
  - Testing via rapid antigen test within 24 hours of travel will be required if travel cannot take place with masking and physical distancing
- Intermediate transmission risk sports; **volleyball (masked), soccer, field hockey, lacrosse, baseball, softball, and indoor track and field**
  - Random surveillance testing will be completed 3 times per week via the rapid antigen test at a rate of at least 25% per team, including all tier 1 personnel.
  - All persons traveling for an away competition must be tested via rapid antigen testing within 24 hours of competition if proper physical distancing and masking cannot be instituted during travel.
- High transmission risk sports; **basketball**
  - Testing of all athletes and tier 1 personnel, 3 times per week via a rapid antigen test
  - All persons traveling for an away competition must be tested via rapid antigen testing within 24 hours of competition if proper physical distancing and masking cannot be instituted during travel. Roanoke College athletic training staff will be tested via the rapid antigen test 3 times per week in order to reduce potential spread between teams and reducing the risk of exposing larger groups to the virus.
- The time and location of testing will be predetermined by each team's designated athletic trainer. The following is a complete list of sport's assigned to each athletic trainer for testing;
  - Gabrielle Deucher- Women's Basketball, Track and Field, Swimming
  - Shawn Urbanek- Men's Basketball, Men's Lacrosse, Field Hockey, Golf
  - Kelly Creasy- Baseball, Women's Soccer
  - Bill Pratt- Softball, Men's Soccer
  - Julia Galanto- Women's Lacrosse, Men's and Women's Tennis, Volleyball
- It is up to the athlete to contact their testing athletic trainer, at least 24 hours in advance, if they cannot make their scheduled testing session.
  - **If an athlete misses a testing session, the athlete will not be allowed to participate in team activities until they can be tested in the following testing window.**

## PROCEDURE FOR A ROANOKE COLLEGE ATHLETE WITH A POSITIVE TEST

In the event where a Roanoke College athlete is tested by our athletic training staff and tests positive, the athlete will be given an N95 disposable face mask and sent to Student Health for further care. He/she will not be allowed to continue team activities until released by the athletic training staff to do so.

- If testing shows a positive result after regular Student Health operating hours, the Assistant Director for Residence Life will be notified by phone at **540-204-6008** in order to help coordinate appropriate housing and meals for the student athlete.
  - Student Health will then follow up with said patient the following morning
- Contact tracing completed by RC Student Health Center will determine anyone who may have been exposed and should quarantine based on current guidelines.
  - Those who are asymptomatic in quarantine due to possible exposure may be tested via PCR test on Day 5 by Student Health and be released at the discretion of Student Health between days Day 7 to 10, as long as no symptoms occur
- Once completing a 10-day isolation and no longer showing symptoms, the athlete who tested positive will be seen by our team physician for clearance to complete a graduated, 14 day return to play protocol at the discretion of the athletic trainer.
  - Once released to begin the return to play process, athletes are required to check in every day via email by 11:59pm of that reporting day, to their designated athletic trainer for daily check-ins.
  - **If an athlete fails to report to their athletic trainer, the athlete will not be allowed to participate in team activities the following day. No exceptions.**
- Upon completion of the progressive return to play, the athlete may be released for full activity at the discretion of the athletic trainer.
- If an athlete becomes ill or tests positive while traveling off campus, it is up to the athletic administration to determine how best to transport a symptomatic student athlete back to campus.

## **SYMPTOMATIC VISITING ATHLETES**

- In the event of a visiting school's athlete becoming ill during their time at Roanoke College, the symptomatic athlete will be asked to wear a mask and be moved to the designated isolation area until a school COVID questionnaire is completed.
- If the competition has not started or is in the process of being played, game officials, both head coaches, host athletics director or designee (game manager), hosting athletic trainer, and visiting athletic trainer (if applicable) will meet and assess exposure risk. Team medical personnel, along with the athletics administration of both schools, will assess the situation and determine if competition can be completed safely.
- Transportation of the ill student-athlete will be determined by the visiting institution.

## **POSITIVE COVID TEST OR SYMPTOMATIC TIER 1 INDIVIDUAL POST COMPETITION**

- If an institution has a positive test result or symptomatic Tier 1 individual, the Athletic Director will notify (via phone call) any institution's Athletic Director that the student-athlete has had contact with in the last three days.

## GAME OFFICIALS

Officials are expected to bring their own masks, water bottles, and towels for the contest and will follow the prescribed ODAC policies for pre-competition testing.

- Officials are expected to screen themselves daily and not travel to a contest if they believe they may be ill. Officials should not travel if they are experiencing any symptoms or have a temperature of 100.4F or above. If they believe they are symptomatic or have had a recent positive test, they must contact their coordinator to ask for a replacement official to be assigned.
- Conference Officiating Coordinators will be required to inform the conference office if they have an official who is presenting COVID-19 symptoms or has had recent positive test results.
- Officials should not travel together to the site of competition to avoid the possibility of more than one official being unable to work the competition. Travel considerations need to be discussed with individual sport coordinators prior to the start of the competition season.
- Upon arrival at the facility, officials that require testing will report to the athletic training clinic located in the Cregger Center or to the hosting athletic trainer for Baseball and Softball games.
  - Basketball officials will report straight to the clinic upon arrival to campus and will be tested via a rapid antigen test.
    - Three chairs will be set in the tunnel, 6 feet apart, in order to provide an isolated space while waiting for the results.
  - Baseball and Softball umpires who intend on working behind home plate will be required to test via a rapid antigen and will report to the hosting athletic trainer upon arrival to the facility.
    - Officials will wait in their vehicles while waiting for testing results to complete.
- If an official's results are positive, they will not be allowed to work the contest and the athletics administration will be notified.