



# Student Protocols for Returning to Campus

Morningside is moving forward with offering in-person classes this fall. This document provides you with high-level information regarding how we intend to keep you as safe as possible during the COVID-19 pandemic while providing you with the best on-campus experience possible. When we open, you can be confident that we will be regularly evaluating circumstances, cleaning and disinfecting as frequently as possible, providing you with regular communication, and more. We also want to underscore that we know that COVID-19 is present in Woodbury County and will likely be present in our campus community. Following the guidance in the document is the best way to protect yourself while on campus.

Individuals interested can see more detailed operating guidelines [here](#). **Please note that the situation around COVID-19 changes almost daily. As such, we expect these guidelines to change and evolve as the semester progresses.** For all the latest, please visit the [COVID-19 page](#) at [morningside.edu](#).

## OPERATION GUIDELINES

Morningside has developed guidelines and processes for four different levels of operation. It is possible that different areas of the campus will be at different levels, depending on circumstances. Beginning Monday, Aug. 10, the COVID-19 page will be updated regularly to identify the current operating level(s).

### GREEN

All normal operations have resumed with exceptions for high-risk individuals.

### YELLOW

Risk is considered low to moderate for all but high-risk individuals. Learning and working will take place primarily in-person, with some guidelines in place to limit contact and large group gatherings.

### ORANGE

Risk is considered moderate to elevated for all but high-risk individuals. Students and employees are present on campus, but will utilize more options to learn and work remotely or to limit in-person contact.

### RED

Risk is high for everyone. Most or all students and employees will utilize remote working and learning options. Campus is following directives from state and national authorities.

### FACTORS THAT MAY TRIGGER A CHANGE IN OPERATING LEVEL INCLUDE:

- An increase or decrease in active COVID-19 cases on-campus.
- An increase or decrease in active COVID-19 cases in Woodbury County.
- Changes to local health care capacity.
- Changes to staffing capacity or availability of necessary supplies on campus.
- Changes to the availability of COVID-19 testing.
- The availability of new treatment or immunization options.
- Recommendations from local, state, or national officials.

## OPERATION GUIDELINES

- A weekly email will be distributed acknowledging the current operation level and highlighting important information. It is your responsibility to read and follow the information outlined in this email. The first email will be distributed Sunday, Aug. 16.
- The [COVID-19 page](#) on [morningside.edu](http://morningside.edu) will be regularly updated to provide the latest available information. This is your best resource for information.

## ACADEMIC CALENDAR & CLASSES

- Morningside has adjusted its academic calendar for the 2020-2021 academic year. Classes are beginning one week earlier than scheduled and all breaks have been eliminated. These changes will allow all in-person learning to be completed by Thanksgiving break, and finals will be completed online the week following so that students can remain at their permanent residence for winter break.
- Faculty are preparing to begin coursework in-person. Students with medical or administrative exemptions from in-person learning will have options to complete coursework remotely. Additionally, faculty are prepared to offer courses in hybrid or remote formats if a change in operating level necessitates it.
- Students who become ill or are isolating or quarantining due to potential exposure to COVID-19 should work with their faculty to make plans for continuing coursework.
- Students who require medical or other accommodations should contact Disability Services to initiate the process.

## COVID-19 POLICY CHANGES

Morningside has adjusted, added, and modified a number of policies in light of COVID-19. Please review the COVID-19 Policy Updates section of the 2020-2021 Course Catalog, the website, or the student handbook for this information.

## COLLEGE-SPONSORED TRAVEL

- All college-sponsored international travel is suspended through Jan. 1, 2021.
- Morningside Study Abroad programs have been suspended for the 2020-2021 academic year.
- College-sponsored domestic travel is permitted with approval from a vice president and if in accordance with all local/national guidelines.
- Students living on-campus are encouraged to limit off-campus trips and travel to reduce chances of exposure. Physical distancing and the use of face coverings for any trips or travel that do take place are strongly encouraged.

## CONTACT INFORMATION

Please direct questions as follows:

**ACADEMIC AFFAIRS** - Karrie Alvarez  
712-274-5103 or [alvarezk@morningside.edu](mailto:alvarezk@morningside.edu)

**STUDENT LIFE** - Shari Benson  
712-274-5031 or [benson@morningside.edu](mailto:benson@morningside.edu)

**DISABILITY SERVICES** - Beth Boettcher  
712-274-5034 or [boettcherb@morningside.edu](mailto:boettcherb@morningside.edu)

**SAFETY & SECURITY** - Brett Lyon  
712-274-5234 or [lyon@morningside.edu](mailto:lyon@morningside.edu)

**HEALTH SERVICES** - Judi Neswick  
712-274-5178 or [neswickj@morningside.edu](mailto:neswickj@morningside.edu)

# COVID-19 COMMUNICATION PROTOCOLS

## WHEN A STUDENT NOTIFIES MORNINGSIDE OF A POSITIVE COVID-19 TEST, THE FOLLOWING COMMUNICATION WILL BE ACTIVATED:

- STUDENT notifies STUDENT HEALTH.
- STUDENT HEALTH collaborates with SIOUXLAND DISTRICT HEALTH, the OFFICE OF STUDENT LIFE, and the OFFICE OF ACADEMIC AFFAIRS.
- STUDENTS, FACULTY, AND STAFF will be notified if they have been in contact with someone with an active case of COVID-19 and are being required to self-isolate or self-quarantine through the contact tracing process that will be completed by SIOUXLAND DISTRICT HEALTH.
  - Per SIOUXLAND DISTRICT HEALTH, contact that requires self-isolation or self-quarantine is defined as being less than six feet from an infected individual for longer than 15 minutes.
- To protect individual privacy and ensure accurate reporting of numbers, community members interested in knowing case counts in Woodbury County (which would include Morningside cases) should visit the [Siouxland District Health website](#) or the [Iowa Department of Public Health website](#).

## WHEN A FACULTY OR STAFF MEMBER NOTIFIES MORNINGSIDE OF A POSITIVE COVID-19 TEST, THE FOLLOWING COMMUNICATION WILL BE ACTIVATED:

- EMPLOYEE notifies HUMAN RESOURCES and their SUPERVISOR.
- SUPERVISORS should contact their VICE PRESIDENT.
- HUMAN RESOURCES will contact the PHYSICAL PLANT and any other individuals or departments requiring notification.
- STUDENTS, FACULTY, AND STAFF will be notified if they have been in contact with someone with an active case of COVID-19 and are being required to self-isolate or self-quarantine through the contact tracing process that will be completed by SIOUXLAND DISTRICT HEALTH.
- To protect individual privacy and ensure accurate reporting of numbers, community members interested in knowing case counts in Woodbury County (which would include Morningside cases) should visit the [Siouxland District Health website](#) or the [Iowa Department of Public Health website](#).

## WHEN A STUDENT NOTIFIES A FACULTY MEMBER OF A POSITIVE COVID-19 TEST:

- The FACULTY should ask the STUDENT to notify STUDENT HEALTH and stay in their room, then follow Undergraduate Student COVID-19 Protocols.
- FACULTY are not required to notify Academic Affairs or Student Life of a STUDENT positive COVID-19 test, but may do so if they wish to ensure due diligence in reporting.
- To protect individual student privacy, FACULTY should NOT convey positive test results to their class or anyone outside of the Student Life, Academic Affairs, or Student Health offices.
- Any contact tracing required will be done by SIOUXLAND DISTRICT HEALTH.

## BEFORE ATTENDING CLASSES EACH DAY

Be aware that COVID-19 is present in Woodbury County, Sioux City, and is likely present in some form on campus. These guidelines are meant to help protect your health and that of the campus community.

- Conduct a self-assessment to be aware of your overall health and wellness; stay in your residence hall, off-campus housing, or home if you feel unwell or are displaying symptoms such as a cough, shortness of breath, chills, sore throat, loss of taste/smell, a fever of 100.4 or greater, etc.
- Pack one or more face coverings for use in buildings where face coverings are required. Please clean or launder face coverings daily.
- Do your part to practice physical distancing and use of face coverings to respect fellow community members.
- Practice good hygiene throughout the day, including frequent handwashing.

## FACE COVERINGS ARE REQUIRED FOR STUDENTS:



- In all academic buildings, classrooms, and meeting/conference rooms, unless you have received an administrative or medical exemption.
- In Olsen Student Center, except in dining areas.
- In public spaces, high-traffic areas, or any place where physical distancing isn't possible. Examples include hallways, stairwells, and elevators.
- In designated common spaces within residence halls, and any other space designated with face covering requirement signage.
- When another Morningside community member requests you wear a face covering (including in residence halls) as we work to protect our community and one another.

### ACADEMIC BUILDINGS:

Face coverings are required in all spaces in these buildings.

- Buhler Rohlf's Hall
- Charles City Hall
- Eppley Fine Arts Building
- Hickman-Johnson-Furrow Learning Center
- Klinger-Neal Theatre
- Lincoln Center
- MacCollin Classroom Building
- Walker Science Center

### ACADEMIC & ADMINISTRATIVE BUILDINGS:

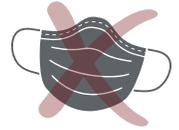
Face coverings are required in all classrooms and meeting/conference room spaces, Olsen Student Center except in dining areas, high-traffic areas, and as prescribed by departments; some spaces within these buildings may not require full-time use of face coverings

- Hindman-Hobbs Center
- Krone Center
- Lewis Hall
- Longfellow Building
- Olsen Student Center
- Physical Plant Buildings, Print Shop, Mail Room

### RESIDENCE HALL ROOM, INDIVIDUAL OFFICE, & DEPARTMENT FACE COVERING REQUIREMENTS & PROTOCOLS

- Some residence hall common spaces, individual offices, and campus departments may have face covering requirements.
- Students and employees that wish to require face coverings in their space will receive a removable sticker to place in a visible area on or outside of doorways. Faculty, staff, and students should watch for these red stickers and wear face coverings in areas where this sticker is present.

## FACE COVERINGS ARE NOT REQUIRED FOR STUDENTS:



- In your residence hall room, which is considered your home at Morningside.
- While dining with individuals you reside with or teammates/classmates with whom you have regular close contact; these individuals are considered part of your Morningside family.
- While outdoors on campus and physical distancing is possible.
- In situations where you are able to physically distance and all individuals present are comfortable not using face coverings.

## **CLEANING PROCESSES**

- Housekeeping has implemented additional measures in cleaning routines to help protect the campus from COVID-19.
- Campus dining has implemented additional cleaning measures and new products to be able to quickly disinfect tables and seating after each use.
- After being notified of someone who has tested positive for COVID-19 or who has been in contact with an infected individual, custodial staff will be notified and the impacted space and/or building will be temporarily closed.
- Custodial staff will following cleaning guidelines as prescribed by the Centers for Disease Control.

## **ACADEMIC BUILDINGS**

- Face coverings are required at all times in academic buildings unless you have received an administrative or medical exemption. Please contact Disability Services for details if you plan to pursue an exemption.
- There are a few unique situations where face coverings may not be required (example: music). Faculty will share this information with you before the start of the semester.
- You are strongly encouraged to wash your hands with soap and water before and after using spaces or seating in academic buildings.
- Please refrain from congregating outside of doorways or in hallways.
- Common area seating in academic buildings will be limited.
- Hand sanitizer and disposable face coverings will be available in all buildings.

## **ADMINISTRATIVE & ACADEMIC BUILDINGS**

- Face covering requirements may vary in buildings that serve both academic and administrative purposes. Face coverings are required in classrooms and meeting/conference rooms, in Olsen Student Center except in dining spaces, in high-traffic areas, and in spaces where physical distancing is not possible. Offices and departments with face covering requirements will have red stickers posted outside of that space.
- You are strongly encouraged to wash your hands with soap and water before and after using spaces or seating.
- Please refrain from congregating outside of door ways or in hallways.
- Common area seating will be reduced and limited.

## **CAMPUS DINING**

- Face coverings are strongly recommended in all dining areas.
- Sodexo will also be offering convenient ordering and pickup options through an app for those who wish to eat on the go or in an alternative dining space.
- All meals will be served, assembled, and/or packaged by Sodexo staff to reduce contact points.
- Morningside “family units” (individuals from the same residence hall, on the same athletics team, etc.) may choose to eat together in the dining hall without physical distancing.
- Seating will be reduced to allow individuals/family units to practice physical distancing. This may result in limited seating during peak dining periods. We ask for your patience and to plan accordingly.
- All Sodexo services are cashless. You will need to use your meal plan/flex dollars, credit card, or debit card.

## **RESTROOMS**

- Practice physical distancing and avoid congregating inside the door while in the restroom.
- You are strongly encouraged to wash your hands with soap and water each time you visit the restroom.

## **HPER**

- Use of face coverings is strongly encouraged in public spaces.
- Face coverings are not required while working out.
- Practice physical distancing when possible.
- Face coverings are required in HPER classroom spaces.

## **LEARNING CENTER**

- The library is an academic building and face coverings are required at all times.
- During busy periods, please take care to practice physical distancing and avoid congregating near the Spoonholder and other high-traffic areas.
- A dining area will be available near the Spoonholder for those who wish to eat in that area. Face coverings will be strongly encouraged but not required in the designated Spoonholder dining space.

## **BOOKSTORE**

- The Bookstore will limit the number of patrons in the store at one time.
- Face coverings are required inside the Bookstore.

## CO-CURRICULARS AND STUDENT EVENTS & ACTIVITIES

- At this time, Morningside is planning for a fall sports season. We are awaiting additional guidance from the NAIA. Additional information will be provided as it becomes available.
- Gatherings for student groups, clubs, and organizations may need to utilize larger venues to allow for social distancing, remote attendance options, and/or limit the size of gatherings.

## ATHLETIC FACILITIES

- Morningside is currently awaiting guidelines from the National Association of Intercollegiate Athletics in regards to athletics, spectators at events, etc.

## IF YOU BECOME ILL AND LIVE ON-CAMPUS

- Please stay in your room if you are ill or experiencing symptoms of illness (cough, shortness of breath, chills, sore throat, loss of taste/smell, a fever of 100.4 or greater, etc.).
- If you are concerned about your symptoms and/or feel you may have been exposed to COVID-19, please stay in your room and contact Campus Nurse Judi Neswick. She is available Monday-Friday from 8 a.m. – 4 p.m. at 712-274-5178. During off-hours, contact Campus Security at 712-274-5234.
- The Morningside Student Health Office will work in tandem with Siouxland District Health to provide COVID-19 testing and contact tracing as needed. To receive these services, students must go through the Morningside Student Health Office.
- Students may prefer to self-isolate or self-quarantine at their permanent residence if that is possible or preferred. Before the start of classes, students and families should formulate a plan should you become ill.
- Morningside does have a limited group of rooms available for students who are directed to self-isolate or self-quarantine and need to remain on-campus. These spaces are not medically monitored 24/7. Limited services such as food service will be available to students who must self-isolate or self-quarantine on campus.

## IF YOU BECOME ILL AND LIVE OFF-CAMPUS

- Please stay home if you are ill or experiencing symptoms of illness (cough, shortness of breath, chills, sore throat, loss of taste/smell, a fever of 100.4 or greater, etc.).
- If you are concerned about your symptoms and/or feel you may have been exposed to COVID-19, please stay home and contact Campus Nurse Judi Neswick. She is available Monday-Friday from 8 a.m. – 4 p.m. at 712-274-5178. During off-hours, contact Campus Security at 712-274-5234.
- The Morningside Student Health Office will work in tandem with Siouxland District Health to provide COVID-19 testing and contact tracing as needed. To receive these services, students must go through the Morningside Student Health Office.
- Students should plan to self-isolate at their off-campus or permanent residence.
- Food service will not deliver to off-campus housing.

## CONTACT TRACING/EXPOSURE TO COVID-19

- When an active case of COVID-19 is identified on campus, Morningside Student Health and Siouxland District Health will work together to identify others who have had contact and may need to self-isolate or self-quarantine.
- If you are living on campus with a roommate(s) and you or one of those individuals tests positive for COVID-19, we will work with Siouxland District Health and have a process to determine next steps. More information about that process will be forthcoming from Residence Life.
- We fully expect students will be socializing and active while on campus. Physical distancing may not always be possible. If you test positive for COVID-19, you will be asked to identify anyone with whom you have had close contact within a particular timeframe as defined by Siouxland District Health.
- Siouxland District Health will contact individuals who may have been exposed to determine if isolation, quarantine, or testing is necessary.