

## STUDENT HANDBOOK ADDENDUM

### Temporary Policies Relating to COVID-19 Safety Operations for Bluefield State College Students

The Temporary Policy provisions contained herein shall apply to every student, including those who have dual enrollment status while on the premises of the Bluefield State College except as otherwise expressly specified herein.

All requirements herein are adopted to comply with State and Health regulations applicable to the College and to enhance the personal safety of Bluefield State's students, employees, and other members of the Bluefield State community. The College emphasizes that while many of these policies provide at least some safety benefit to students whose compliance is required, the policies are in all cases also designed to enhance the safety of others on the campus.

**CHECK-IN DESK:** All students must go to a Check-In Desk upon arrival to the college, where their temperature will be taken. If it is 99° degrees or higher, they will be directed to the Bluefield State Health Center for additional evaluation. Students will also be asked questions pertaining to travel and COVID symptoms. The Check-In Desk workers will either hand them a wristband or place it on their wrist. **THE WRISTBANDS ARE DATED AND MUST BE WORN AT ALL TIME WHILE ON CAMPUS. NO EXCEPTIONS.**

**FACE COVERING POLICY:** All students must wear a face covering (which has been approved by the College) while on campus except under the following conditions:

- While outdoors and maintaining social distancing during rigorous exercise. However, walking on a campus sidewalk will not allow a person to maintain such distances on an uninterrupted basis, so failure to wear a face covering while walking on the sidewalks of the campus violates this policy;
- While in a personal vehicle;
- While working in a laboratory or other setting in which alternative facial protective equipment, which covers the nose and mouth, is utilized;
- While eating in a room designated for eating meals and while maintaining the applicable distances from other people; and
- During any brief period of time when removal of the face covering is necessary for personal health or welfare, provided that no one is within six linear feet of the student.

Students with a physician-documented medical condition which could be complicated by use of a face covering should immediately contact Carolyn Kirby at [ckirby@bluefieldstate.edu](mailto:ckirby@bluefieldstate.edu), the ADA Coordinator, with medical documentation of condition and recommendations from a physician regarding the impact of wearing a face covering. For purposes of this Policy, compliant wearing of a face covering includes the following standards: i) either cloth or medical face coverings may be used; ii) the face covering must provide continuous coverage of both the nose and mouth; iii) the face covering must be maintained in a reasonably hygienic condition.

**BUILDING SIGNAGE:** The College has posted special signage relating to pedestrian traffic at building entrances/exits, stairwells, elevators and restrooms. Compliance with the posted information is required. Students may not ignore directional signage merely because it appears that no one else is in proximity.

**PERSONAL HYGIENE:** Adherence to the Center for Disease Control and Prevention (CDC) Guidelines as it pertains to personal hygiene to help reduce spread of virus is required:

- Cover coughs/sneezes with tissue, and promptly place used tissue in trash. Then promptly wash hands. If other covering is unavailable, cough or sneeze into elbow
- Wash hands thoroughly with soap and water
- Maintain strict social distancing
- Wear proper face coverings

**PHYSICAL/ SOCIAL DISTANCING:** Every student is obligated to make a good faith effort to comply with the physical/social distancing guidelines established by the CDC, which recommends a minimum of six feet interpersonal distance to the maximum degree achievable. Willful or reckless disregard of distancing from others is prohibited. Generally, all meetings of students outside classroom requirements should continue to be conducted virtually, unless there are specific reasons why a fully socially-distanced physical meeting should occur. The outside grounds of the College may reasonably be used by groups of fewer than 10 socially distanced students. Students who willfully fail to comply with COVID guidelines will be in violation of the Bluefield State College Student Conduct Code. See the Student Handbook for the adjudication process.

**MANDATORY COVID-19 TESTING:** Students must comply with institutional policies and/or notifications related to mandatory COVID-19 testing.

**PERSONAL ILLNESS:** Student should not be on campus if they are feeling ill or have a temperature of 99 °degrees or above, or have any symptoms that are consistent with COVID-19, flu, or cold, if not known to be caused by an alternative, specific condition such as allergies. If experiencing COVID-19 symptoms, a student must immediately leave campus. Students missing class due to medical or illness reasons, must contact their instructors with their student identification number, dates of absence, and documentation for their absence.

**ENFORCEMENT:** These temporary COVID-19 policies are mandatory for all students while on campus. The College has maintained a variety of safety policies throughout its history. If a student fails to comply with this policy, that violation will be addressed as a student conduct matter.

**FAILURE TO COMPLY:** All meetings and hearings for student conduct will be held virtually and any charges or violations relating to health/safety compliance addressed expeditiously. Negligent noncompliance may be a matter of counseling and/or progressive discipline, depending upon the circumstances. Noncompliance may immediately result in stronger, immediate sanctions. Willful noncompliance will constitute a serious infraction and is subject to student conduct action and harsher sanctions, which may include suspension or expulsion.

The College reserves the right during the pandemic to administer student conduct proceedings on an expedited basis. Reports of students violating a Student Conduct Code policy should be directed to the Interim Dean of Students, Dr. Cravor Jones, via phone or email, at 304-327-4016 or [cjones@bluefieldstate.edu](mailto:cjones@bluefieldstate.edu).

**REVISIONS AND EXPIRATION:** These temporary COVID-19 policies will be subject to amendment, as authorized by the President, as circumstances may dictate. Amendments may be made to advance the College's commitment to the health and safety of the campus community, but also to decreasing the scope of these provisions if improved conditions in West Virginia and the region justify such action. These temporary COVID-19 policies will expire upon the direction of the College President or the Board of Governors, consistent with the foregoing factors.