NORTH CAROLINA CENTRAL UNIVERSITY

Healthy Campus Plan
2022-2023
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Executive Summary

Health and well-being is vital to the success of students, faculty and staff. NCCU strives to provide a campus experience that is interactive and promotes activity and fellowship while also taking necessary precautions to ensure that campus continues to be a safe and healthy place to work, live, learn and visit. NCCU leadership constantly evaluate and monitor situations to ensure that our policies and procedures evolve as needed.

In all public health matters, North Carolina Central University (NCCU) partners closely with local, state, and federal groups to monitor developments, coordinate our response, share information, and provide guidance to the Eagle community. NCCU’s protocols and policies follow guidance and adhere to regulatory requirements set forth by the following groups:

- Centers for Disease Control and Prevention (CDC)
- North Carolina Department of Health and Human Services
- State of North Carolina
- Durham and Durham County
- University of North Carolina System

COVID-19 Contact Quick View

<table>
<thead>
<tr>
<th>Topic</th>
<th>Group</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>General COVID-19 website</td>
<td>nccu.edu/covid-19</td>
<td></td>
</tr>
<tr>
<td>Student COVID-19 info</td>
<td>Student Health Center</td>
<td>919-370-0901</td>
</tr>
<tr>
<td>Employee COVID-19 info</td>
<td>nccu.edu/employee-health-and-wellness</td>
<td>919-530-7125</td>
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<td></td>
<td><a href="mailto:employeehealthandwellness@nccu.edu">employeehealthandwellness@nccu.edu</a></td>
<td></td>
</tr>
<tr>
<td>Employee COVID-19 test</td>
<td>Environmental Health &amp; Safety</td>
<td>507 George Street</td>
</tr>
<tr>
<td>distribution EHS</td>
<td></td>
<td>Tues, Weds &amp; Thurs</td>
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<td></td>
<td></td>
<td>8 – 9 am and 1– 3 pm</td>
</tr>
<tr>
<td>Student COVID-19 testing</td>
<td>Student Health Clinic</td>
<td>919-482-9837 <a href="mailto:covidtesting@nccu.edu">covidtesting@nccu.edu</a></td>
</tr>
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<tr>
<td>COVID-19 vaccination clinic for students, faculty and staff</td>
<td>Student Health Clinic</td>
<td><a href="mailto:covidvaccines@nccu.edu">covidvaccines@nccu.edu</a></td>
</tr>
</tbody>
</table>

Healthy Campus Community Standards

All individuals who come to NCCU’s campus, including students, employees and visitors, must comply with any public health standards currently in place. These might include:

- Practicing good hand hygiene.
- Disinfecting work and common areas on a regular basis.
- Wearing a face covering.
- Not report to work or classes while sick.
- Reporting illness, symptoms, and testing results as required.
- Participating in contact tracing fully and honestly.
- Complying with public health measures such as quarantine or isolation.
- Respecting the privacy and confidentiality of faculty, staff and students.

Compliance

Students who fail to comply with the Community Standards or any of the student policies may face administrative action, including, but not limited to, disciplinary action under the Student Code of Conduct, restriction of access to or use of university facilities, removal from university housing, disenrollment from a course or courses and other interventions necessary to affect compliance and protect the well-being for the campus community.

All faculty and staff are expected to know and follow the Healthy Campus Community Standards as a condition of employment. Failure to comply with the can result in disciplinary action following the NCCU progressive disciplinary protocol:

1. First offense - Supervisor will counsel employee
2. Second offense - Written warning
3. Third offense - 10-day suspension without pay
4. Fourth offense will result in termination

It is the responsibility of the supervisor to initiate and provide disciplinary action in consultation with the Office of Human Resources.

**Personal Health and Safety Practices**

**Distancing**

Keeping physical space between you and others during times when illness is spreading in the community — commonly referred to as physical or social distancing — is one tool for staying healthy and helping to slow the spread of illness to others.

**Hand Hygiene**

Wash your hands often with soap and water for at least 20 seconds, especially after being in public, coughing, sneezing, or touching your face (including putting on or taking off your face covering).

If soap and water are not readily available, use a hand sanitizer that contains greater than 60% ethanol or 70% isopropanol.

Check out the [NCCU Sanitizer Safety Quick Facts](#) to learn more about proper storage and other safety measures with these sanitizers.

**Face Coverings**

Masking is a critical public health tool when respiratory illness is at high levels in the community. Persons that should wear a mask in public include those who:

- have been exposed but do not meet the criteria for quarantine;
- are returning to work after isolation; or
- are immune compromised or otherwise at risk for severe disease.

In addition, face masks are mandated in all health care settings including the Student Health Services building and any campus testing or vaccine clinics.

During times of public health crises, NCCU may mandate mask wearing on campus based on community and campus data.
Masks are provided to employees at no cost using the COVID-19 Order System and to students through the Student Health Center and Residential Life. The CDC recognizes there are specific instances when wearing a mask may not be feasible. The following categories of people may be exempt from wearing a mask on campus:

- A child under the age of 2 years;
- A person with a disability who cannot wear a mask, or cannot safely wear a mask, for reasons related to the disability;
- A person for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by a workplace risk assessment.

If a person with a documented reason is not able to wear a face mask they should submit a completed request for accommodation as follows:

- Employees submit a Request for Accommodation form to the NCCU Employee Relations & Affirmative Action department.
- Students can request medical exemptions through Student Accessibility Services or Accommodate on MyEOL.

Review CDC guidance for choosing the correct type of mask and proper care and use.

Electronic Records and Resources

NCCU uses multiple electronic systems and tools to manage health information effectively and safely. Rest assured that NCCU reporting and recordkeeping offers the highest level of confidentiality and protection for personal information.

Medicat

NCCU uses Medicat, a medical electronic records system to confidentially store testing results and proof of vaccination for employees and students. All students, faculty, and staff can access Medicat using the link in the myEOL banner.

Medicat provides a private cloud electronic health record system. This system offers the benefits of a cloud-based system, but it does so through proprietary architecture. Unlike public clouds, which deliver services to many organizations, and share a computing infrastructure across different users, business units, or businesses, a private cloud is a privately provisioned data center at the hosting facility (NCCU).
Veoci

Veoci is a process management platform used by NCCU to collect data and manage reports, inventory and distribution of critical supplies.

COVID-19 Testing

If you have questions about student COVID-19 testing, please call 919-482-9837 or email covidtesting@nccu.edu.

- Students can schedule appointments through the Medicat patient portal or by calling 919-530-5427.
- All students may be subject to some level of surveillance testing throughout the semester depending on current conditions in the community and on campus.

EHS located at 507 George Street provides COVID-19 at-home tests to faculty and staff free of charge each Tuesday, Wednesday, Thursday 8:00 am – 9:00 am or 1:00 – 3:00 pm.

To ensure that all are well informed about COVID-19 testing procedures and products, NCCU has provided the NCCU COVID-19 Testing Consent Form which contains links to the FDA Patient Fact Sheets for various test types.

COVID-19 Vaccination

Student Health continues to offer vaccinations in clinic in the Student Health Building that serves the campus and the larger community with access to the FDA-approved Pfizer-BioNTech (Comirnaty) and Moderna (Spikevax) vaccines. Following CDC guidance which expresses a clinical preference for individuals to receive an mRNA COVID-19 vaccine over the Johnson & Johnson (J&J) COVID-19 vaccine, NCCU clinics no longer have the J&J vaccine available. Please contact covidvaccines@nccu.edu with any questions.

You can also easily locate a vaccine site in any area here.

Students must upload proof of vaccination and boosters through the Medicat patient portal. Employees should upload proof of vaccination through the link on the myEOL banner or by clicking here. Instructions for uploading proof of vaccination can be found here. Any issues should be reported using an IT Helpdesk ticket.
Acceptable forms of proof of full vaccination include:

- COVID-19 vaccination record card issued on the form from the CDC; or
- Note or receipt signed by a licensed nurse, physician, pharmacist, physician’s assistant or other representative of the place where the vaccine was administered; or
- A printout of the vaccination record from North Carolina’s COVID-19 Vaccine Management System (CVMS).

The fact sheets for each vaccine can be reviewed below:

- [Moderna (Spikevax) Fact Sheet for Primary Vaccination](#)
- [Moderna (Spikevax) Fact Sheet for Boosters](#)
- [Pfizer-BioNTech (Comirnaty) Fact Sheet for Primary and Booster Vaccines](#)

At this time COVID-19 booster shots are not required to be considered “fully vaccinated”. However, boosters are an important part of protecting yourself from getting seriously ill or dying from COVID-19.

- Everyone ages 5 years and older should get one booster at least five months after completing their COVID-19 primary series (at least two months for persons who received the J&J vaccine as their primary vaccine)
- Adults 50 years of age and older and some people 12 and older who are moderately or severely immunocompromised should receive a second booster dose at least 4 months after their first booster.

Exemption to vaccination may be granted for religious or medical reasons. A vaccination exemption does not exempt you from any required surveillance testing. Students may submit request for religious exemptions through Student Health and request medical exemptions through Student Accessibility Services or Accommodate on MyEOL.

**Reporting COVID-19**

While COVID-19 remains a public health threat, it is imperative that NCCU be notified of all faculty, staff, and students who experience COVID-like symptoms, have tested positive for COVID-19, or have been identified as a close contact. Notification can be made online using the NCCU [COVID-19 Self Report Portal](#) which can also be found in the myEOL banner. This allows NCCU to make notifications to anyone who may be at risk of exposure.
Quarantine and Isolation

Isolation separates ill persons who have a communicable disease from those who are healthy. Isolation restricts the movement of ill persons to help stop the transmission of certain diseases.

Quarantine separates and restricts the movement of well persons who may have been exposed to a communicable disease to see if they become ill through close contact or other means.

Student Health Services advise students and manage all student isolation and quarantine instructions and protocols.

Employees must report all positive test results, symptoms, or exposures using the NCCU COVID-19 Self Report Portal. Once this form is submitted they will receive email instructions through the Veoci system regarding quarantine and isolation instructions based on their individual status.
**Campus Events and Gatherings**

Based on the community risk level and other local, regional and national guidelines it may be necessary to cancel or postpone all non-essential events in order to best “Protect the Nest.” Further, the requirements for gatherings and events, including those events scheduled by external persons, may change during a public health crisis.

**Academic Affairs**

The Division of Academic Affairs is committed to ensuring that neither instructional effectiveness nor the safety of our faculty, staff or students is compromised as a result of any public health crisis.

Decisions about instructional delivery mode are made by the department chair and dean in consultation with the faculty member scheduled to teach the course. Every course will continue to have a presence, including a course syllabus and related documents, in Blackboard, or in the case of the School of Law, a comparable e-learning platform.

Resources, training and support are available through the Office of e-Learning, Office of Faculty Professional Development, and the University of North Carolina System Office.

It is good practice for faculty to work with departments to ensure that hand sanitizer and disinfectant products are available in all classrooms for faculty and students to clean desks, podiums, chairs, and other high-touch areas before and after each use for use.

The Office of Student Accessibility Services notifies instructors, through formal correspondence, when students will not be present in class and helps arrange for online coursework. Instructors can also retrieve student accommodation letters through the Accommodate portal.

Instructors are prohibited from disclosing to their students or other employees any private health information they may receive from students or colleagues. NCCU has a well-defined, and well-practiced communication and notification system to ensure those who need to know are notified in a manner that protects, to the extent possible, confidentiality and ensures that information disclosed is factual, appropriate, and does not lead to unnecessary panic.
Communication

The Division of Academic Affairs has several modes of communication with new and continuing students (undergraduate, graduate, law and distance education students).

- Strategic call and email campaigns, text messages and virtual webinars are deployed via WebEx, Jabber, Admit Hub and Zoom.
- Weekly enrollment webinars and advising sessions provide continuing and admitted students and parents a means to stay abreast and learn more about North Carolina Central University. These virtual sessions are centered around enrollment, financial aid, registration, new student orientation, residential life, and student engagement. Each college, division and department has its own communication plan as well.
- Alert notification in the myEOL intranet portal for students to confirm they have read and understood all communication regarding the return to campus for Fall 2022.

International Students and Study Abroad Programs

All international students will follow the rules and regulations for international students prescribed by: (1) the Department of Homeland Security's Student Exchange Visitor Program (SEVP) for international students and (2) the rules and regulations/provisions of the University.

The university encourages international students to consider vaccinating wherever they are (ideally completing a series, if needed). NCCU is currently accepting vaccines that are authorized or approved in the United States by the FDA or those authorized by the World Health Organization. Vaccines that are not FDA-authorized/approved or WHO-listed will not be accepted as a valid vaccine for any purpose.

New International Students

- The incoming international students will follow the instructions they receive to apply for the student visa.
- Once the student receives the visa, the student will travel to the U.S. and report to campus for check-in and orientation by the Office of International Affairs (OIA) and New Student and Family Programs as applicable for undergraduate students.
- The student will then move into pre-arranged housing on or off campus.
• From that point on, the student will be monitored by OIA in matters relating to the rules and regulations of their visa status/immigration and by their academic advisors/departments in matters relating to their academic/student life.

Returning International Students

• OIA will continue to monitor international students and contact them with information they need to know or be reminded of—for example, reporting address changes to OIA, health insurance enrollment, sessions for Optional Practical Training (OPT) and Curricular Practical Training (CPT), and updates from SEVP.

Study Abroad

In keeping with North Carolina Central University’s current international travel policy, study abroad will be approved on a case-by-case basis by the Chancellor. Information sessions for students are available by contacting oia@nccu.edu.

Student Affairs

Student Health

In addition to providing critical healthcare services to NCCU students, during the COVID-19 crisis additional services are available through Student Health Services to facilitate COVID-19 management on campus.

All students are asked to complete an electronic medical health form, to help identify those with medical conditions that increase the risk for severe illness from COVID-19 based on CDC guidelines.

Student Health Services will continue to provide regular health services with certain modifications, including:

• Initial nurse triage via telephone for students seeking medical care.
• Pre-screening via telephone for students with COVID-19 symptoms.
• Contact-less check-in.
• Telehealth visits for evaluation of acute respiratory illnesses.
• Separate clinic for Wellness, Women’s Health and Immunization programs.
Student Union and Student Center Facilities

Considerations to decrease the risk of exposure within the Student Union and Student Center:

- Touch-point cleaning of high-traffic areas, such as tables, chairs, common areas and door handles after every scheduled activity or every 30 minutes.
- Providing hand sanitizing stations at all entrances.
- Recommending the use of face coverings.
- Desk shields and hands-free door openers where feasible.
- Implementing limits on meeting room capacity.
- Guidelines and requirements for special event reservations.
- Game Center in Student Center
  - Use hand sanitizer prior to handling any equipment (i.e. cards, board games, etc.)
  - Pool sticks will be sanitized after each use
  - All stations will be disinfected before and after every reservation
  - Gaming stations will be organized to provide distance

Public Transportation/Eagle Shuttle

Persons who use public transportation including both the Eagle Shuttle and the Eagle After Dark Shuttle are encouraged to wear a mask to enter the bus, avoid touching surfaces with hands, and maintain distancing between passengers. All shuttle vehicles have hand sanitizer available for passengers.

Residential Life

The high-touch, highly interactive, densely populated living environment typical of residence halls presents an ideal setting for increasing the risk of COVID-19 transmission. To limit exposure, guidance has been taken from the CDC Guidance for Shared or Congregate Housing.

- Roommates and suitemates are considered a family unit.
- Students with documented pre-existing health conditions will be placed in single occupancy rooms.
- Increased frequency of cleaning in common areas.
- Hand sanitizer will be provided at all entrances and outside elevators.
- Personal hand sanitizer will be provided to all students.
• Surface disinfectant is being provided in all common areas and shared bathrooms.
• Frequent reminders of proper hand hygiene (verbally, posters, and videos), with hand sanitizer widely available in common areas and rooms.

Move-in

Residence Hall Move-in August 11-13, 2022 (First Day of Classes: August 15, 2022)

• Check for your assigned move-in time on the Fall Move In Site.
• Students must come during their designated time. Students who arrive outside of their designated time will not be permitted to check in and will be instructed to move out of the line.

Travel Policies

Due to the severity of COVID-19 conditions in some international destinations, foreign travel remains restricted to travel determined essential for academic research or university business. International travel must be approved by the Chancellor following a favorable recommendation from the appropriate Vice Chancellor, Dean or Director. For athletic events, relevant guidance issued by the NCAA and MEAC are considered.

Prior to planning any University-sponsored international travel, NCCU faculty, staff and students are required to complete and submit the NCCU International Travel Checklist.

Athletics

The health and safety of student-athletes, coaches, staff, recruits, donors and fans continues to be a top priority for the Department of Athletics. Safety protocols have been developed to implement best practices for athletic training and competition. Guidance from medical experts and the National Association of College Athletics (NCAA) plan, “Core Principles of Resocialization in Sport,” was used to develop plans and protocols specific to student-athlete well-being, including:

• Testing/screening guidelines for student-athletes, coaches, and staff;
• Social distancing requirements for all athletic training injury treatment and rehabilitation, strength and conditioning sessions, and meeting and practice areas;
• The use of personal protective equipment during practices, training, rehabilitation and competition;
• Sanitation requirements for locker rooms, training areas, weight rooms, media rooms, meeting spaces, practice and competition facilities, and all equipment/apparel;
• Quarantine or isolation and return to participation protocols;
• Prevention and education plans for student-athletes, coaches, staff, fans, donors and athletics business partners; and
• Game day operations to ensure safety of all constituents attending competitions.

These guidelines are designed to help prevent the spread of infection and will be executed, adjusted and strictly enforced in parallel to the University, local, state, NCAA, MEAC, CDC and other national governing body policies and orders.

**Information Technology Services**

During a public health crisis, IT plays a critical role in facilitating educational continuity.

- Equipment may be made available to faculty, staff and students to facilitate virtual or hybrid learning platforms.
- University computer repair and other services are available both remotely and through the service request process for drop off or in person.
- EagleApps located on myEOL allows users to access published NCCU applications.
- Personal computer repairs are available for students.
- Opportunities for training are conducted via established in person and recorded training videos.

**Facility Management and Operations**

**Facilities Operations**

Facilities Operations personnel are considered essential personnel and will continue to report to work during a public health crisis to make sure that building systems continue to run in normal operation to prevent issues associated with stagnation and start-up.

The CDC and OSHA have both issued important guidance on ways to improve ventilation in buildings based on ASHRAE Guidance for Building Operations During the COVID-19 Pandemic. Facilities Operations reviews and implements
many of these measures to improve airflow and air quality to help slow the spread of illness in NCCU facilities.

**Building Environmental Services**

NCCU Building Environmental Services teams clean academic and common residential spaces based on CDC guidelines for disinfection using EPA-approved disinfectants. However, housekeeping alone cannot clean or disinfect behind each person so during a crisis sanitation is everyone’s job.

Building occupants and other users are encouraged to disinfect office areas, especially high-touch surfaces, before and after use, including copiers, printers, computers, A/V and other electrical equipment, desks and tables, light switches, and doorknobs.

Residential students will be provided with disinfectant products for their rooms and in-suite restrooms. Always follow manufacturers’ instructions and recommendations for chemical disinfectant use.