

I. Student Protection

Nossi College of Art has created policies and protocols to mitigate the potential spread of COVID-19 on campus:

These Policies and Protocols have been customized to meet the needs and capabilities of our campus.

- Please refer to an up-to date Nossi blog related to Covid-19 <https://nossi.edu/nossi-the-coronavirus>
- Frequent reminders on proper personal hygiene practices; and increased communications about COVID-19 prevention is in place – see blogs, emails, and campus signage
- If students are experiencing symptoms of COVID-19, please inform the Student Services Director, the VP for Academic Affairs, or the Executive V.P. If none are immediately available, inform the front desk, they will contact one of the above. **College policy is** the student must immediately leave campus and self-quarantine for 14 days. They cannot return to campus until they have self-quarantined for 14-days or have been tested and showed negative. No exceptions.
- Enhancing cleaning in all common areas and high-touch surfaces according to [CDC guidelines](#) have been established
- We highly encourage all students to take a temperature before leaving their house starting in the fall semester.
- Housing Shuttle Policy and Protocol: Shuttle seats are social distanced to allow only seven (7) on board. All students and drivers must wear a mask. Temperature checks required. Cleaning and disinfecting frequently touched surfaces and objects according to CDC guidelines required.
- The college recognizes that our students learning will be the most effective while on campus. Some students may have health reasons keeping them from physically being on campus. That is why we have developed an option for those students to learn online with prior approval. Please refer to the Nossi blog related to Covid-19, <https://nossi.edu/nossi-the-coronavirus>
- Events and social activities have been eliminated except when proper social distancing can be maintained
- Restricting building access to visitors has been established. Vendors must wear masks before entering campus. Parents must accompany potential students with appointments (no siblings or other family) and ALL family members must wear masks.
- The college has established policies for medically vulnerable students, in compliance with applicable education and civil rights laws (e.g., academic flexibility and online options)

- Policies, if a positive case occurs on campus, include closing any affected areas of campus for an appropriate amount of time for cleaning and disinfecting;
 - Communicating with students, staff, and faculty, while respecting individual privacy rights; and
 - Contact tracing, including cooperating with public health officials; when deemed appropriate
 - College policy is that the student must immediately leave campus and self-quarantine for 14 days. They cannot return to campus until self-quadrating for 14 days OR if their COVID-19 test shows negative. No exceptions.
- While self-quarantining, the student will continue with online classes, if available. If a student is enrolled in campus classes, they must stay in communication with instructors on Moodle and via email to ensure assignments are still completed and turned in.

Best Practices Nossi College of Art has implemented the following:

- Providing **13 hand sanitizing stations** around campus
- Providing a **Hand Washing Station** for students outside the student entrance
- Adding additional **hand-sanitizing pumps** in classrooms.
- Ensuring sinks work properly and are maintained with soap and paper towels (or dryer)
- **Requiring** face masks/covering in common areas like lounges, hallways, and lobbies and maintain a social distance in classroom so face coverings are not required but encouraged
- Conduct all **counseling and advising sessions virtually** when possible
- Reinforcing social distancing requirements whenever possible, in all common areas, classrooms, and student lounge areas.
- Reiterate the importance of washing hands frequently
- Limiting the number of attendees for in-person classes and created multiple sections/shifts to reduce numbers while providing online classes where available.
- Adapted lunch/dining services with Crave or limited closing

Increased cleaning protocols for common areas, high traffic areas, and high touch surfaces according to [CDC guidelines](#).

II. Faculty, Staff, and Administration Protection

Nossi College of Art has created policies and protocols to mitigate the potential spread of COVID-19 on campus:

These Policies and Protocols have been customized to meet the needs and capabilities of our campus.

- Please refer to an up-to date Nossi blog related to Covid-19, <https://nossi.edu/nossi-the-coronavirus>
- If employees are experiencing symptoms of COVID-19, please inform the VP for Academic Affairs or the Executive VP. If none are immediately available, inform the front desk so they can contact one of the above. **College policy is** the faculty or staff member must immediately leave campus and get tested. They cannot return to campus until they have self-quarantined for 14-days or been tested and showed negative. No exceptions.
- Housing Shuttle Policy and Protocol: Shuttle seats are social distanced to allow only seven (7) on board. All students and drivers must wear a mask. Temperature checks required. Cleaning and disinfecting frequently touched surfaces and objects according to CDC guidelines required.
- The college recognizes that our students learning will be the most effective while on campus. Some students may have health reasons keeping them from physically being on campus. That is why we have developed an option for those students to learn online with prior approval. Please refer to the Nossi blog related to Covid-19, <https://nossi.edu/nossi-the-coronavirus>
- The college is allowing staff to work from home when appropriate and engage with students and colleagues via distance-learning (Moodle) and virtual applications (e.g, Zoom).
- Precautions have been made in-between classes to reduce congestion in walkways around campus
- Spreading out classes/sections across days to reduce class size to maintain proper social distancing is in place.
 - **Nossi College of Art will consistently monitor virus spread in consultation with local health officials and prepare to shift to increased or solely online instruction as needed due to the potential need to quarantine or shelter at home.**

Best Practices Nossi College of Art has implemented the following:

- **Offered employees flexible work hours** and staggered shifts to reduce the number of employees on campus at one time;
- **Encouraged those with severe underlying medical conditions** or over the age of 65 to share any concerns about returning to campus
- **Providing faculty and staff** with appropriate PPE. Training on campus procedure consistent with their duties
- **Practicing proper social distancing of at least 6 feet when possible**
- **Providing hand sanitizer around campus, and maintain supply of soap and paper towels (or dryers) in restrooms**
- **Mandating employees wear face coverings**, and other personal protection items as recommended by the CDC (e.g., gloves if appropriate for the specific task) when near a student or in common areas
- **Asking staff to request people stand by office doors when meeting unless invited in by staff member.** Notices on all doors stating this policy
- **Increasing hygiene practices** – wash hands more frequently, avoid touching face, practice good respiratory etiquette when coughing or sneezing; and
- **Directing any employee who exhibits COVID-19 symptoms** to leave the premises immediately and seek medical care and/or COVID-19 testing, per Tennessee Department of Health and [CDC guidelines](#). In all situations, the college will maintain the confidentiality of employee health information.

III. Operational Process Adaptations

These protocols and procedure are in effect for Nossi College of Art

- Requiring employees and students to report any illness (COVID-19 or flu-like symptoms, or positive COVID-19 test) to instructor, supervisor, or administrator.
- Communicating to employees and students to stay home when sick, cover coughs and sneezes, frequently wash hands, sanitize high-touch surfaces, wear face coverings, and practice proper social distancing.
- Developed a plan to monitor and aggregate reported illnesses and/or symptoms while maintaining applicable confidentiality policies.

- Developed and maintaining a communication plan for faculty, staff, and students on infection prevention and control measures, as well as any campus updates; via the blog <https://nossi.edu/nossi-the-coronavirus>, emails and social media.
- Increasing use of on-campus signage and social media outreach
- Discontinuing the use of drinking fountains.
- Controlling congestion on high-traffic walkways by creating one-way paths, using signage and establish one-way entrances and exits to buildings and classrooms as possible.
- Monitoring student absenteeism to aid in contact tracing.
- Providing mental health and student support services for students and staff.
- Ensure regular interrogative communication with students regarding their mental health and reminding them of on campus resources.
- Developed a strategy for on-campus transit via shuttle, including but not limited to maintaining at least 6 feet of social distancing, not sitting or standing within 6 feet of bus driver, wearing a face covering, and routine cleaning and disinfecting.