



Guidance for Resuming In-Person Instruction During Ongoing COVID-19 Outbreak- April 20, 2020

In line with guidance from the Centers for Disease Control (CDC), Minnesota Department of Health (MDH), and Minnesota Office of Higher Education (OHE), programs that are permitted to continue instruction during the ongoing COVID-19 outbreak should continue to practice social distancing, implement or continue cleaning protocols, and provide clear communication to students, faculty, and staff about what will be required to participate in any in-person instruction.

The guidelines below provide general information for instruction. If there are specific activities or situations about which you have questions, please contact Nate Hallanger, nathan.hallanger@minnstate.edu, 651-201-1473 or Brian Yolitz, brian.yolitz@minnstate.edu, 651-201-1777, who can coordinate with MDH as necessary.

In general, all students, faculty, staff and others in the campus community are expected to:

- Stay at home if you are sick or not feeling well,
- Wash your hands frequently with soap and water for at least 20 seconds,
 - If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol,
- Cover your coughs and sneezes,
- Practice social distancing by keeping at least 6 feet of space between people,
- Clean and disinfect frequently touched surfaces,
- Wear cloth face covering where:
 - Social distancing (6' separation) cannot be maintained,
 - Activities require interactions within 6' for an extended period of time, and
 - It does not interfere with wearer's vision.
- Know the common symptoms of COVID-19: fever, cough, and shortness of breath,
- Monitor their health, speak up and act to the wellbeing of yourself and others, and
- Take ethical responsibility for yourself, friends, family and our communities.
- When not on campus, everyone should adhere to Stay-At-Home orders, practice social distancing when out in public, and wear masks if social distancing is not an option.
 - For students, do not clustering beyond study needs outside of class and if in those groups, keep the groups small, consisting of their already existing pods of 5-10 classmates.

For in-person instruction:

- Designate a primary COVID-19 contact for your program/department to answer questions and make determinations about any symptoms that may prevent a student from attending in-person.

- Communicate clearly to students and faculty about the necessity of following the identified protocols to ensure individual and class health and safety.
- Follow MDH guidelines for screening students and faculty for COVID-19 symptoms (attached).
- Keep class sizes as small as possible, and generally no more than 5-10 students.
- Explore hosting smaller classes in larger rooms.
- Explore classroom arrangements that allow for more space between students; spread out desks, tables, equipment and chairs.
- If students need to work in pairs or in small groups, make the pairings consistent for the duration of the in-person coursework to minimize contact with multiple individuals.
- Have multiple time slots for a class; split up and stagger sessions.
- Have multiple venues for one class.
- Explore hosting classes outdoors, when possible.
- Instruct all involved, students, faculty, staff and others, to wash their hands, cover their coughs and practice social distancing.
- Make hand sanitizer, disinfecting wipes, and/or disinfecting spray and towels available.
- Instruct all involved, students, faculty, staff and others, to wipe down frequently touched surfaces including but not limited to doorknobs, handrails, light switches, tables, desks, workstations, chairs and stools, countertops, equipment, tools, handles, telephones, keyboards, sinks, faucets, etc.
- Direct all to wash hands after session.

Personal Protective Equipment (PPE):

- Utilize PPE normally required for the performance of the duty or task.
 - Typically documented in the Job Hazard Analysis of the specific task, position and job responsibilities.
 - Questions on these should be directed to individual supervisors.
- There is no recommendation by the Centers for Disease Control and Prevention (CDC) and the Minnesota Department of Health (MDH) for the use of PPE (surgical or N95 masks) by the general public to include a classroom setting. These should be reserved for healthcare providers and first responders.
- Both the CDC and MDH recommend wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores, pharmacies).
 - Students, faculty, staff and others in the campus community may choose to do this if doing so does not interfere with doing your work safely.
 - The CDC and MDH remind all ***that wearing cloth face coverings does not protect you from others who may spread the virus.*** Whether or not you wear a cloth face coverings, you should still stay at home if you are sick, wash your hands frequently, cover your cough, and practice social distancing by keeping at least 6 feet of space between people.
- Colleges and universities may allow and/or encourage the wearing of cloth face coverings where other social distancing measures are difficult to maintain.
 - A college and university may make cloth face coverings available to students, faculty, staff and others in the campus community.
 - Students, faculty, staff and others in the campus community may wear cloth face covering in non-campus related activities like shopping.

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