



North Hennepin Community College

A member of Minnesota State

Engaging students, changing lives

August 14, 2020
4:30 p.m.

Dear Colleagues and Students:

These are ever-changing times. We know there are a number of hurdles to overcome; collectively we will accomplish the Chancellor's directive and guidance by focusing our efforts on these two priorities:

- **To safeguard the health, safety, and welfare of our faculty, staff, and students**
- **To enable students to progress toward their educational goal**

CONTACT TRACING FOR STUDENTS AND EMPLOYEES

Students who have been exposed to or diagnosed with COVID-19 are asked to self-report via the [COVID-19 Illness Report](#). An NHCC care team member may follow up with the student for more information and/or to connect them to campus and community resources. Employees who have tested positive for COVID-19 are asked to contact Director of HR, Victoria DeFord, victoria.deford@nhcc.edu or supervisor immediately.

QUARANTINE REQUIREMENTS

- **CHANGE:** There is no longer a need for international students (including Canadian students) to self-quarantine for 14 days upon arrival to USA.

REINTEGRATION PLAN

Our campus Reintegration Plan is complete, and is available to [view here](#). Highlights include:

- All Minnesota State campuses have implemented an online COVID-19 Self-Assessment tool that employees, students, invited contractors, and prospective students must take before coming to campus each day. [You can find it here.](#)
- **No Mask – No Entry.** A face covering is required to be worn on campus, and must cover the nose and mouth. Employees and students may remove their mask when they are alone in a space with a door that can be closed, but must place it back on prior to leaving the space to enter a public space. Instructors will work with their dean to keep their students safe in the classroom through the use of physical barriers, including a face-shield or staying behind a podium with a sneeze guard around it.
- For fall 2020, employees will telework if possible. Supervisors retain the authority to direct employees to campus when mission requires it.
- Campus will staff three (3) entrances beginning Monday, August 17, 2020: ES Door #2, SC Door #3, CBT Door #13. These doors will be ENTRANCE ONLY; please use an alternate door to exit the building and please ensure it closes behind you completely.
- Maintain safe social distances (six feet) and take appropriate hygiene measures, including washing hands often for at least 20 seconds, to remain safe during this pandemic season.

CASH PAYMENTS

In addition to Mondays, 2 – 6 p.m., Accounting & Fees will also be on campus Friday, August 21, 8:30 a.m. – 11:30 a.m., and 12:30 – 4:00 p.m. to accept cash payments.

MATH 0801 BOOK RENTALS

The Math 0801 Instructors and University Partnership Leadership will be handing out the Math 0801 textbook rentals to our students outside of CBT Door #13, in accordance with the following schedule:

Monday 8/17 from 12 p.m. – 3 p.m.
Tuesday 8/18 from 10 a.m. – 12 p.m. and 5 p.m. – 7 p.m.
Wednesday 8/19 from 8 a.m. – 10 am
Thursday 8/20 from 1 p.m. – 5 p.m.
Friday 8/21 from 9 a.m. – 12 p.m.

Monday 8/24 from 3 p.m. – 5 p.m.
Tuesday 8/25 from 9 a.m. – 10 am and 4 p.m. – 6 p.m.
Wednesday 8/26 from 1 p.m. – 3 p.m.
Thursday 8/27 from 9 a.m. – 11am
Friday 8/28 from 11 a.m. – 1 p.m.

Better Together,

A handwritten signature in blue ink that reads "Stephen E. Kent". The signature is written in a cursive style with a large initial 'S'.

Stephen E. Kent

Vice President of Finance & Facilities

coronavirus@nhcc.edu

Phone: 763-424-0817