



300 College Drive | Box 421 | Glendive, MT 59330

1.800.821.8320 | Fax 406.377.8132 | www.DAWSON.edu

August 12, 2020

Hello fellow Buccaneers:

Dawson Community College is nearing the start of the fall semester amid a global pandemic due to the outbreak of coronavirus (COVID-19), a respiratory disease caused by the SARS-CoV-2 virus.

A few months ago, I organized a Healthy Fall 2020 Taskforce to develop guidelines for the safe return of students to campus this fall. I extend special thanks to Chair Jon Langlois and the others on the Taskforce for their tireless, dedicated work to research information from state and federal resources, and publications from other colleges in Montana to create a realistic plan for a healthy campus environment for students, faculty and staff, and visitors.

Although it is important to acknowledge that public health risk factors cannot be entirely eliminated even in the best of times, we are confident that this plan incorporates clear health and safety protocols for all areas of campus and we look forward to providing our students with a top-notch Buccaneer experience this fall.

The decisions outlined in the executive summary were made with the best information available at the time, and we fully acknowledge that as our public health landscape evolves, we will continue to adapt and make changes accordingly. Please take time to read the summary and contact me with questions, concerns, or recommendations. We are united and I look forward to seeing our campus this fall. It is this unity that has led, and will continue to lead, us towards excellence in all that we do.

Lastly, when the pandemic hit this past spring, everyone stepped up and helped deliver excellence across campus. DCC employees are awesome! As we approach fall 2020, things will change and hurdles will come before us, but we will dig in, reach a little deeper and prevail. Thank you for all you do every day to make this place great!

Sincerely,

A handwritten signature in black ink that reads "Scott R. Mickelsen" with a horizontal line extending to the right.

Scott R. Mickelsen, Ph.D.
President



Executive Summary – Healthy Fall 2020

Dawson Community College's Healthy Fall 2020 plan establishes a clear direction for students, faculty, staff and administration to return to and remain on campus this fall semester following the spread of the novel coronavirus SARS-CoV-2 (COVID-19), which was declared a pandemic on March 11, 2020.

This action plan is based off of much research and information from other plans implemented across Montana: The guidelines have provided information to create our own plan for returning to in-person instruction and operations this fall and to modify academic calendars and instruction as needed.

Overarching themes of the plan are as follows:

- DCC will adhere to directives issued by the Governor of Montana and the Dawson County Board of Health. Face coverings are required when there are four or more active COVID-19 cases in Dawson County. This order remains in effect until the county has zero active cases for a period of three (3) weeks.
- When face coverings are not required, we strongly encourage their use, even when social distancing is possible. In situations and circumstances where social distancing is not possible, wearing a face covering is expected.
- Social distancing is strongly encouraged whenever possible.
- Students, faculty, and staff should utilize safe hand-washing practices and use hand sanitizer whenever possible per the CDC guidelines. Hand sanitizer stations will be located throughout campus.
- Students, faculty, and staff familiarity with the symptoms of COVID-19 is key to helping reduce the spread of the virus. All campus community members should become familiar with the symptoms described by the CDC and self-monitor daily.
 - DCC strongly encourages every member of the campus community to assess themselves for symptoms and to personally check their temperature daily before coming to campus. Individuals who have a fever or exhibit symptoms should not come to work or class and should immediately contact their health care provider.
- DCC will coordinate with the Dawson County Health Department for testing and tracing protocols. The Dawson County Health Department manages all instances of contact tracing when needed, as required by Montana law.
- The Physical Plant Department will continue with regular cleaning activities throughout campus and enhanced disinfecting of public spaces including washrooms, classrooms, laboratories, hallways, hand rails, elevators, corridors, common study spaces, and public spaces in residence halls. Additionally, every student, faculty, and staff member will receive a personal health kit containing:
 - Digital thermometer
 - 2-ply cloth face mask
 - Clip-n-Go hand sanitizer
 - Information and Instruction card
 - Travel pouch to hold the items



- Campus events occupancy is set at 50 percent for each venue on campus to allow for appropriate social distancing following the protocol set by the Governor for Phase 2.

Health and safety protocols have been created for in-person classes. Comprehensive plans for individual classes such as configuration, seating charts, attendance policies, etc., will be in place. Faculty will work with their students directly to ensure customized accommodations are in place for those who require them, and for students who must potentially self-quarantine or isolate.

The following protocols apply to all areas of academics:

- Students will receive education during orientation emphasizing the health and safety expectations DCC has of them while on campus.
- Classroom occupancy will allow for social distancing. Disinfectants will be available in each classroom to wipe down desks and other high-traffic areas between classes.
- All in-person classes will have assigned seating to ensure contact tracing if necessary. Attendance will be taken for contact tracing purposes.
- Faculty have developed plans for each in-person class for fall semester to transition to online learning, if necessary.

Please refer to the website for the most updated information as guidelines will be revised as needed to ensure the continuous health and safety of students, faculty, and staff.



Appendix A: CDC Symptoms of COVID-19

- <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Appendix B: Guidance on Social/Physical Distancing

- What is social/physical distancing: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>
- MSU communications resources on social distancing: <https://www.montana.edu/health/coronavirus/covid-download-gallery.html>

Appendix C: CDC Guidance on Cloth Face Masks

- About cloth face coverings: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>
- How to put on and take off a cloth face covering: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

Appendix D: CDC Guidance on Hand Washing and Hand Sanitizer Use

- When and how to wash your hands: <https://www.cdc.gov/handwashing/when-how-handwashing.html>
- Printable hand washing fact sheets: <https://www.cdc.gov/handwashing/fact-sheets.html>

Appendix E: Office of the Governor

- Coronavirus Task Force: <https://covid19.mt.gov/>
- Face Covering Directive: <https://covid19.mt.gov/Portals/223/Documents/Mask%20Directive%20FINAL.pdf?ver=2020-07-15-140109-633>

Appendix E: Dawson County Health Department

- <http://www.dawsoncountymontana.org/departments/publichealth/index.php>