



Wave Leadership College Reopening Plan 2020-2021 Academic Year

Total Students (Fall 2020): 75

Total Staff: 9

Total Faculty (Adjunct): 12

Student to Teacher Ratio: 6

Total Square Footage of Facility: 16,192 sq. ft

Submitted: July 3, 2020

Repopulating the Campus

Wave Leadership College (WLC) appreciates the importance of Governor Northam's direction for institutions of higher education and acknowledges the seriousness of COVID-19. Our primary concern is the health and safety of our staff, faculty, and students. Therefore, WLC will comply with required action by the State of Virginia as well as recommended actions by the CDC. In addition, as updated guidance is provided, WLC will update their COVID-19 plan.

- I. Dr. Catherine Warren has been assigned as the COVID-19 Coordinator at WLC. She is the primary contact for any questions related to our plan and can be reached at catherine.warren@wavecollege.edu.

WLC is located at 1000 N. Great Neck Road Virginia Beach, VA 23454

- II. The Virginia Beach Health Department will be contacted via phone when needed regarding COVID-19 questions, concerns, or reports.

Pembroke Corporate Center III
4452 Corporation Lane
Virginia Beach, VA 23462
757-518-2700

<https://www.vdh.virginia.gov/virginia-beach/>

COVID-19 Specific, Virginia Beach Health Department
757-683-2745
Monday – Friday (8:00am – 6:00 pm)
<https://www.vdh.virginia.gov/virginia-beach/covid-19/>

- III. Students are scheduled to return to campus the week of August 10th, 2020 for orientation (Campus Week). Upon arrival in the school facilities, each student will be greeted at the main entrance and will be asked if they have any symptoms of COVID-19 as referenced by the CDC. In addition, they will be asked if they have knowingly been in contact with anyone who has been or is COVID-19 positive or if they have been in a high-risk area within the past 14 days. If all answers are no, students will be allowed to begin class on campus. If a student answers yes to one or more of the questions, additional questions will be asked, and a temperature will be taken to determine the appropriateness of the student entering the school facility.

Any new student who plans on residing in campus housing (which is not on college property) will be asked the same questions two weeks prior to the beginning of school. If a student answers yes to one or more of the questions, they will be directed to isolate or seek medical care if appropriate before entering student housing.

IV. During Campus Week students are provided an orientation to WLC. On the first day of this week, students will be provided training regarding the CDC COVID-19 guidance to include hand washing/sanitizing, social distancing, wearing a face covering, staying home if ill, etc.

V. Physical Distancing, according to CDC guidance:

a. The student population (75) as compared to the total square footage of our facility (16,192 sq. ft) allows WLC to quickly comply with CDC guidance on physical distancing. The student to teacher ratio at WLC is smaller than average which also allows us to maintain an average of six students per class. Each classroom has ample space to allow for empty workspaces between students. Faculty will ensure students do not sit directly next to each other while in typical classroom environments. If a class requires students to interact in closer proximity, then handwashing/sanitizing and masks will be used where appropriate.

Any classroom that has more than one class scheduled during a day, has at least a 30-minute period between the classes. During this time, the room will be cleaned by an assigned student liaison. This student is assigned for the duration of the semester and will be trained separately on appropriate disinfection methods.

b. Social distancing outside the classroom will be encouraged by limiting visitors to the administrative offices of the school. In addition, during activities outside the classroom, such as a weekly chapel service, WLC will provide ample space to ensure students, faculty, and staff can socially distance while participating. WLC will also ensure occupancy is consistent with any active executive orders.

WLC does not have dining services, sororities/fraternities, or gymnasiums.

- c. WLC's communal spaces consist of a library and a study hall area. The workstations in those areas are arranged so that social distancing is maintained and WLC will place hand sanitizer in both areas. WLC does not have shared lounges, exercise rooms, dining halls, etc.
- d. WLC will limit the size of gatherings (chapel, graduation, etc.) and participate in social distancing according to active executive orders.
- e. WLC does not have dining services or eating spaces. WLC does however have a food canteen where individuals may purchase individually wrapped snacks and pay via electronic methods. WLC will place hand sanitizer in this area.

VI. Hygiene Practices and Cleaning/Disinfecting Protocols

- a. The protocol to clean and disinfect frequently touched surfaces will be done after each class. This includes desk space and doorknobs. Adequate cleaning supplies will be stored according to OSHA guidelines.
- b. Handwashing stations are available in public bathrooms and hand sanitizer will be provided in every office, classroom, and common space (i.e. library).
- c. Although there are limited items at WLC which are shared by students (computers, cameras, and lab equipment), WLC will provide hand sanitizer for WLC members and cleaning supplies to disinfect shared equipment after use.

VII. Housing

WLC does not have on-campus housing, however we do have apartments which are sublet to students. WLC will ensure residents are provided training on social distancing, appropriate cleaning, face masks, and hand hygiene prior to moving in. In addition, WLC will ensure each student is aware of signs and symptoms of COVID-19 and the appropriate action to take if a student believes they have been exposed.

VIII. Consideration of Vulnerable Individuals

- a. WLC will authorize staff, faculty, and students who are considered vulnerable to work, teach, or learn via electronic means, as necessary.
- b. WLC will not penalize staff, faculty, or students who use electronic means at WLC due to vulnerability to COVID-19.
- c. If an individual has contracted COVID-19 and has recovered they are eligible to return to campus with the following conditions. They must have isolated, been in a medical facility, or any combination of the two, for at least two weeks and/or must be cleared by medical personal. Additionally, they must not have any active symptoms of COVID-19.

IX. International Students

WLC does not currently have international students.

X. Partnership and Communication/Information Sharing

WLC will share information of positive COVID-19 tests with the Virginia Beach Health Department, as well as people who may have come in contact with any infected person. WLC will also ensure HIPPA regulations and the person's privacy is respected.

XI. Face Coverings

- a. WLC will provide instruction to each student, faculty, and staff member on the appropriate use of face coverings. In addition, the CDC, *Important Information About Your Cloth Face Coverings*, will be displayed in strategic areas around the college. WLC will have a supply of face masks available for WLC members if necessary.
- b. If feasible, face coverings for faculty and staff will be worn when at least six feet of physical distancing cannot be maintained.
- c. Students will be encouraged to wear cloth face coverings when at least six feet of physical distance cannot be maintained.

XII. Student Health Services (SHS)

WLC does not have a health service staff or facility.

XIII. Large Events

For large events such as graduation or conferences, information regarding social distancing and face masks will be provided in accordance with active executive orders.

XIV. Communication Strategy

- a. The strategy for ensuring WLC students, staff, and faculty are aware of COVID-19 guidelines and protocols includes training, online resources, and posted information sheets.
- b. The strategy for ensuring family members of WLC students and the general public are aware of WLC's COVID-19 guidelines and protocols includes online resources posted to the school's website.
- c. The strategy for ensuring local health officials, students, staff, and faculty are aware if a positive COVID-19 case is identified at WLC is to call the Virginia Beach Health Department and email students, staff, and faculty. The information provided would include the date of the positive COVID-19 test, potential areas of exposure, and guidance for those who may have been exposed or exhibit symptoms based on CDC guidance. Individual privacy and HIPPA regulations will be respected.

XV. Orientation and Education

WLC will provide education and training at the beginning of each semester with regards to COVID-19 guidance and protocol to all WLC staff, students, and faculty. In addition, if a member of WLC contracts COVID-19, refresher training will be conducted to include procedures, guidance, and anti-stigma education.

Monitoring Health Conditions to Detect Infection

I. Daily Health Screening Questions

WLC has a standardized beginning for every class, every day (i.e. announcements, prayer, etc.). During this time WLC will add health screening questions related to COVID-19 as well as review the guidelines for face coverings and social distancing.

II. Campus Level Syndromic (Disease) Surveillance

WLC will keep electronic records of any student, staff, or faculty member who reports a positive COVID-19 test. WLC will track the date(s) of the positive test(s) but not the name of the person to respect privacy and HIPPA laws.

III. Establishment of Testing Strategy

If a WLC student, faculty member, or staff member exhibits symptoms of COVID-19, they will be advised to seek testing and/or medical assistance through local medical facilities.

Containing COVID-19 when Detected

I. Partnership with VDH for Contact Tracing

Per VDH guidelines, healthcare facilities that annotate a positive COVID-19 test are required to notify VDH for tracking. WLC will notify the infected person that a case investigator will be calling them from the VDH to identify people who may have been exposed. We will encourage members of WLC to support the investigation and provide relevant information.

II. Quarantining and Isolating

If a member of WLC is diagnosed with COVID-19 or suspects they have been directly exposed. WLC will advise them to self-isolate for 14 days

per CDC guidance. WLC will work with the WLC member to provide virtual access to classes or telework as appropriate.

III. Campus Outbreak Management

If WLC has a campus outbreak of COVID-19, the school will advise WLC members to self-isolate as appropriate and will initiate virtual learning and telework. In addition, a thorough cleaning and disinfecting of all school spaces will be conducted before WLC members are authorized to return to campus. The Virginia Beach Health Department will be notified and WLC will conduct any additional items as directed by the health department or active executive orders.

Shutdown Considerations if Necessitated by Severe Conditions and/or Public Health Guidance

- I. Plans, Criteria and Process. Per CDC recommendations, WLC has the following plan for closure.
 - a. If there is a positive COVID-19 test of a WLC member, the school may close on campus activity, up to a few days, for decontamination and contract tracing.
 - b. If there is significant absenteeism of staff, faculty, and/or students due positive COVID-19 tests or symptoms, WLC may close on campus activity, up to four weeks, for decontamination and contract tracing.
 - c. If there is a large community outbreak, WLC may close on campus activity for more than four weeks based on local or state directives.
- II. Nature of Reduced Campus Activity in the Event of Severe Conditions

In the event of a severe condition WLC will conduct classes, chapel, tutoring, meetings and campus tours virtually.

III. Student Health and Safety On-Campus vs Returning Home

In the event of a COVID-19 outbreak at WLC, students will be given the option to virtually attend classes from home until decontamination and contract tracing is complete. At that time, WLC will make the decision based on the safety of WLC members whether to continue virtual classes or return staff, faculty, and students to campus.

IV. Communication Plans for Dismissal/Shutdown

Due to the relatively small size of WLC, in the event of dismissal or shutdown due to COVID-19, WLC members will be notified face-to-face (if members are on campus at the time of the decision), via email and other electronic means (i.e. school website, social media, etc.).