Carthage Fall Opening 2020
Topics to Cover:

- Campus Expectations
- Sanitation/Cleaning
- Classroom Operations
- Campus Life
- Testing
- Contact Tracing
- Bolt
- Technology in the Classroom

- Technology
- Food Service
Campus Expectations

Collectively we play an important role in keeping our community healthy. Therefore, all members of the Carthage community, as well as visitors to our campus, will be expected to follow new #StaySafeCarthage standards. Everyone will be expected to:

- Wear face masks
- Practice physical distancing
- Wash hands frequently
- Participate in efforts to disinfect surfaces and workspaces
- Self-monitor for symptoms through Carthage Clear
- Report and self-isolate in the event of symptoms
Campus Expectations

● Vehicular Traffic Modifications
  ○ Campus Drive will have a pedestrian and emergency vehicle zone in the center of campus but is closed to thru traffic.
  ○ Traffic barriers have been placed at the north end (just south of Lentz Hall parking lot) and the South End (just north of Todd Wehr Center) and again at the top of the South Upper parking lot.
  ○ Both ends of Campus Drive are available for two-way traffic which will give faculty, staff, and commuters access to and from campus.
  ○ The 15-minute parking spaces between the Campbell Student Union and The Tower as well as the Tarble Hall parking lot will still be accessible.
Campus Expectations

- Vehicular Traffic Modifications (cont.)
  - The South Lower parking lot will continue to offer an entrance and exit, still allowing for a right turn only onto Alford Park Drive.
  - The Carthage shuttle stop, outside the Todd Wehr Center, will remain in its current location. The stop for the Kenosha Transit buses and WI Coach Lines will be moved to the South Lower Lot.
  - Two 15-minute parking spaces have been added in the South Upper parking lot for students who live in Tarble and Denhart Halls to drop off and pick up their belongings.
Campus Expectations
Campus Expectations
Sanitation/Cleaning

- Classroom disinfecting will need to be done by Faculty at the beginning of each class.
  - Operations will provide disinfectant and microfiber cloths
- If someone tests positive for COVID-19, the classroom will be fogged and sanitized by EVS
- Office cleaning will be performed by office occupants
- Trash bins should be placed outside of office door for pick-up
- Work orders should be submitted to SchoolDude for office deep cleaning
Sanitation/Cleaning

- All bathrooms, drinking fountains and communal areas will be cleaned frequently throughout the day by the EVS staff.
- Cleaning supplies should be requested via SchoolDude or by calling the Operations Department at 262-551-5752.
- All Faculty and Staff will be provided with a package that contains disinfectant cleaner, two microfiber cloths, a face mask, hand sanitizer and instructions for use.
- Hand sanitizing stations will be placed outside of the entrance to each classroom.
Classroom Operations

- Classroom capacities have been modified to meet the CDC recommendations and guidelines.
- Furniture in all areas has been marked by green and red decals.
Classroom Operations

- Faculty to direct students on seating locations based on the green and red decals.
- Enforce students to wear face masks during class time.
- Instructors can request face shields by contacting the Operations Department.
- Avoid going over regularly schedule class time.
- Faculty are not required to hold in-person office hours within their offices
  - Virtual meetings are recommended or in a more ventilated location.
Campus Life

- Check-In Portal/ID Production
- Pre-arrival preparation message
- Hybrid New Student Orientation
  - Online platform forwarded 8/11/2020 and must be complete prior to returning to campus
  - Abbreviated and socially distanced in-person orientation on 8/30 evening through 9/1 morning
- Para-professional staff training is primarily virtual/remote
  - Resident Assistants; Orientation Leaders; First Generation Mentors; Campus Ambassadors; CFS Student Staff and more!
Campus Life

● Arrival to Campus
  ○ Students only enter Clausen Center; all required to watch the Stay Safe Carthage video; reduced/no contact arrival process
  ○ Only 2 people can assist with move-in spread over 3 days for new students and 3 days for upper-class students
  ○ https://www.carthage.edu/carthage-covid-19/return/arrival/

● Residential Halls
  ○ No overnight visitors; one guest during visiting hours per room; masks required in all common spaces; kitchenettes modified; common spaces modified; signage; enforcement procedure changes
Campus Life

● Campus Events and Activities
  ○ Predominantly virtual and/or quite small - less than 50; outdoors or large space with significant social distancing
  ○ Events and Conferences Office and Student Involvement will assist student organizations and departments with event planning

● Athletics
  ○ Fall sport competition cancelled
  ○ CCIW/NCAA resocialization guidelines will be followed - three phase approach taking approximately 1 month
  ○ [https://www.carthage.edu/carthage-covid-19/return/athletics/](https://www.carthage.edu/carthage-covid-19/return/athletics/)
Campus Life

● Campus Services
  ○ HCC will offer all counseling virtually; call ahead health appointments
  ○ CSS will do all appointments virtually
  ○ Tutoring/Writing Center appointments will be remote with more options for synchronous remote sessions
  ○ Offices will modify procedures to reduce foot traffic and points of contact across campus

● Recreation
  ○ TARC and Semler Fitness will not be open to alumni and the public until further notice.
  ○ Capacity will be 12 people in hour increments with sign-up sheets located outside the Semler Fitness Center.
  ○ Rock climbing wall will be for classes only.
  ○ The pool will have limited lane usage and sign-up will be required.
Testing

- The college is working with the Kenosha Health Department to for **Responsive Testing** (testing for students displaying symptoms or with extended exposure to an individual that has tested positive). We are working to expand capacity of Responsive Testing.
- Currently working on some additional tools as part of **symptoms monitoring** to promote early action for testing. These include a smell test tool and digital thermometers being provided to all students and employees with guidance on how to use and actions to take.
- We will not be offering Population Testing at this time but will continue to monitor that possibility.
  - CDC not recommending but rather prioritizing responsive testing
  - Challengings with accessibility of testing
Health & Safety Technology

- Daily Health Check-in for students, faculty, & staff - on phone or computer
- Click all buttons that apply
- Faculty will have access to students self-reporting that they are staying at home
- Use the app to report positive test - info will be routed to HR or Dean of Students
Contact Tracing

- The Kenosha Health Department coordinates this two part process:
  - The Health Investigation
  - The Contact Tracing Investigation
- Carthage has developed a Line List Report for KHD
- The Health Department will contact Human Resources for employee cases and the Dean of Students Office for student cases
- The Health Investigation yields information needed to inform the Contact Tracing
- Carthage Contact Tracing Team recently identified and beginning training
- Quarantine Protocols have been developed
Social Distancing Technology Aids

- Real-time capacity web page displays estimated occupancy % filled: www.carthage.edu/capacity

- GrubHub for food ordering, hands-free purchasing, & pickup times
Cybersecurity Technology

- Carthage is deploying OneLogin to provide single sign-on and multi-factor authentication across all systems used by Carthage
- Will protect cloud applications such as Schoology, Zoom, and Workday
- Provides easy-to-use ‘portal’ vs separate logins and passwords
- Rolling deployment
- Multiple choices for secondary authentication method
Models for course delivery

- Live-Split class (videoconferencing)
- Flipped (pre-recorded lectures) Live-Split class
- Alternating in class groups with online learning
- Asynchronous, online with rotating Groups (live or remote)
- Fully Remote, Synchronous class
BOLT - Adaptive Course Design
libguides.carthage.edu/acd

How-to instructions/guides for

- Full course presence on Schoology
- Lecture capture tools
- Videoconference tools
- Classroom recordings
- FERPA related issues with recordings

Conference on Teaching & Learning is scheduled for Friday, August 21
Technology in the Classroom

● What you need in the classroom is directly related to your teaching model
● Personal equipment needs
  ○ External webcams/tripods
  ○ Bluetooth headsets
  ○ Microphones
  ○ In-room amplifiers
  ○ Drawing tablets
  ○ Zoom accounts and other software
● Teach in your classroom the first three days of virtual class
Technology in the Classroom

Need to make an appointment ahead of time to:

➔ Determine what personal equipment you need
➔ Test out the equipment
➔ Practice from your classroom

Please email help@carthage.edu with this request, time slots available now!
Food Service

- Health and Safety
- Dining Changes
  - What’s New
  - Hours of Operations
- Technology
- Contacts
  - For all dining questions or concerns please contact: Sarah Mays, General Manager Dining Services
    smays@carthage.edu or at 262-551-5820
Food Service

Health & Safety

● The health and safety of students, faculty/staff as well as the dining service employees is our number one concern.
● Sodexo has sought out the guidance from local health department officials to be sure that all dining locations are following ever changing guidelines for food service and social gathering locations.
● Wellness checks will be done daily for all staff and delivery personnel.
● Additional trainings have been conducted with all the Sodexo staff for both front and back of house.
Food Service

**Dining Changes: What’s New**

- In accordance with suggested guidelines there has been a reduction of seating for all dining spaces.
- Additional seating for the Caf has been set up in the Jockey rooms located in Todd Wehr Center.
- New traffic patterns have been designated in every dining outlet to help promote safe distancing while ordering and/or picking up food.
- Disposable to-go packaging is available in all locations to allow food on the go.
- The Caf will be full service with staff helping guests along the way.
Food Service

Dining Changes: What’s New (continued)

- Additional cleaning will be done by food service staff in all seating areas.
- Plexiglass dividers at every station and food services staff in additional PPE for safe serving.
- New locations for mobile ordering and pick up.

Dining Changes: Hours of Operations

- Hours have been updated for all locations to allow Sodexo and EVS staff time to thoroughly clean and disinfect serving areas between peek service hours.
- For complete list of operational hours please visit: carthage.sodexomyway.com/dining-near-me/hours
Food Service

Technology

New this year we have added GrubHub for mobile ordering.

- Convenient ordering and easy pick up.
- All retail locations will be available on GrubHub.
- Caf meal equivalency available at The Caf to go, Lentz Do Lunch. We have also added 2 new locations: Simply to GO @ the Library and Simply to Go @ Campbell Student Union.
Food Service

Technology

Bite has been around for a few years and had a lot to offer.

- Bite talks directly to Sodexo menu systems.
- The Caf, Lentz Do Lunch, and both new Simply to Go locations menus posted up to a week in advance.
- Nutritional and allergen information available at your fingertips.