

To All Students, Employees and Community Members:

The events of the past few weeks have been challenging and we appreciate your patience as we continue to work to answer your questions and update our response to the COVID-19 virus.

Spring Term Classes

All classes will be delivered online for at least two weeks at the beginning of the Spring term. However, instructors will conduct the classes “live.” (Example: If the class is scheduled on Monday morning at 8:00 am, the instructor will broadcast that class at 8:00 am on Monday morning.) Students will have a link in their Canvas course to click and log-in.

There will be some exceptions, as not all classes can be delivered in an online format. A list of classes that will not be offered online (for at least two weeks) is being developed and will be posted on the website. Classes that have labs will be front loaded with lecture, which means the labs will be held after it is decided that classes can resume as scheduled.

Classes will be offered via Canvas and Zoom **at the scheduled date and time.** Students will log into their Canvas shells and access the live lecture via Zoom. This will allow students to receive the information directly from the instructor as if they were in a live class and will further allow students to participate and ask questions.

Students and faculty will receive detailed instructions on how to access their classes electronically. We have already begun providing training and instructions to faculty for this transition.

Spring Sports

The Northwest Athletic Conference has decided to cancel all spring sport competitions and NWAC Championship events, effective immediately. Coaches need to meet with their teams as soon as possible and explain what has happened. It is important for these athletes to stay in school despite the heartbreak and disappointment they are no doubt experiencing.

The NWAC has left practices up to the discretion of each institution. TVCC has suspended all practices until March 30. It will be re-evaluated at that time.

Group Meetings on Campus

We know our community partners rely upon the College to provide the best facilities for group meetings. However, the Center for Disease Control (CDC) guidance from March 15, 2020 states that groups of any size should only be continued if they can be carried out with adherence to

guidelines for protecting vulnerable populations, practicing hand hygiene, and social distancing. Therefore, to ensure the safety of the students, employees and community, the College is cancelling all third-party events (i.e., Weight Watchers, Kiwanis, Toastmaster, etc.) currently scheduled at TVCC through May 11, 2020. We apologize for any inconvenience.

Cancellation of Campus Events

The CDC guidelines are now recommending no events or mass gatherings over fifty (50) people meet for the next eight (8) weeks (or through May 11). Oregon Gov. Kate Brown announced that she plans to ban gatherings of more than 25 people for at least a month. The White House has also provided guidance that there should not be gatherings of more than 10 people. It is with great disappointment that the following events are cancelled or postponed:

- TVCC Equity Week (April 20-24 all events) – CANCELLED
- Sara Goldrick-Rab, speaker (April 22) POSTPONED
- Experience Campus Day (April 18 and 19) – CANCELLED
- TVCC Foundation Donor Recognition (April 16) – POSTPONED
- TVCC Concert Band Performance (March 17) – CANCELLED
- Hawaiian Luau (April 18) – CANCELLED
- Earth Day Celebration (April 22) – CANCELLED
- Spring Intramurals Dodgeball begin (April 22) – CANCELLED
- “Can I Kiss You?” Program on Dating and Intimacy (April 25) – CANCELLED
- Spring Intramurals Kickball (April 29) – CANCELLED
- Resource Fair (May 1) – CANCELLED

Spring Break

At this point in time, the TVCC Campus will remain open during spring break and services will be available.

Rumor of COVID-19 at TVCC

There was a rumor that a TVCC athlete had contracted COVID-19. The player in question has verified with us, via a doctor’s note, that they do NOT have the virus. To date, there have been no reported cases of COVID-19 among TVCC students, employees or community members that have accessed the campus.

Residence Hall and Dining Hall

The Residence Hall is open only to residents and all *non*-essential individuals are restricted from *visiting* for now. Non-essential individuals include anyone that is not a close family member (mother, father, brother, sister or spouse). No friends, romantic partners or other persons not listed above will be permitted access.

The Dining Hall is open only to those living in the Residence Halls. The room dividers have been removed, making the Dining Hall much larger. Students are to adhere to social distancing measures when using the Dining Hall.

In a previous message to our Residence Hall Students it was noted that our food service provider, Sodexo, has undertaken additional measures to ensure the safe delivery of food, including the following:

- Sodexo has confirmed its priority status with multiple suppliers, which gives us access to essential PPE (Personal Protective Equipment). Note that masks are not recommended, except for clinical environments where there is a risk of contact with infected persons or if advised by the relevant health authority.
- Our culinary teams are working to develop alternate menus and serving options in the event that there is an impact on our food supply chain.
- All teams have been instructed on how to prevent the spread of COVID-19 and we have reinforced our existing food safety and health and wellness policy requiring employees to stay home if they are not feeling well.
- Additional communications and in-unit signage on the proper handwashing techniques as well as other personal hygiene actions during flu season have been distributed to our operations.
- All onsite operations have been instructed to regularly clean and disinfect frequently touched surfaces with a suitable chemical disinfectant.

In addition, the residence hall has been stocked with additional cleaning supplies for the residents to use and plenty of hand sanitizer and soap is available. Instructions on how to avoid the spread of virus have been posted as well.

The safety and health of our students is a top priority. It is important to remember that a rushed decision to close the residence hall could lead to the unnecessary displacement or homelessness of students. Students in the residence hall are encouraged to employ social distancing measures to the extent possible (i.e., stay three feet apart, avoid large gatherings). In addition, students should wash their hands for at least 20 seconds with soap and warm water and notify staff if they have contact with any person who tests positive for COVID-19 and are experiencing symptoms of the disease.

If circumstances change, you will be notified immediately. If you have any concerns, please contact Kristine Needs at kneeds@tvcc.cc or 541-881-5792.

Future Closure Concerns

We know employees are concerned about a possible closure. At this time, TVCC is not planning to close the campus. However, should closure be mandated or otherwise deemed prudent, the College will work with employees to ensure they can continue to work from home or on

staggered schedules. We know you have financial responsibilities and the College will work hard to ensure you are able to continue your jobs uninterrupted.

Cleaning of Campus Facilities

A question was asked regarding what changes the physical plant has implemented regarding the cleaning of the TVCC campus facilities. Michelle Potter, the Director of the Physical Plant, would like everyone to know that her custodial staff is dedicated to reducing the spread of COVID-19. The following are steps that the physical plant department has taken:

- Increased employee hours and days of coverage, including the reinstatement of some custodial staff on Fridays.
- Regular meetings and one-on-one trainings to ensure the custodial staff are trained on CDC directed cleaning recommendations.
- Custodial staff are frequently and vigorously cleaning high touch surfaces.
- A disinfectant solution is being sprayed on all hard surfaces, including tabletop/countertops, doorknobs, light switches, desktops, elevator buttons, and handrails.
- All restroom surfaces except for the mirrors are cleaned with a disinfectant.
- Thorough and repeated cleaning of drinking fountains, bottle refilling stations and door touch plates are regularly performed.
- Review and implementation of prevention procedures as directed by the CDC.

The health and safety of our students and employees is our top priority.

As of Monday, March 16, 2020, spray bottles with a disinfectant solution and cloths are available in each building at the reception area so individuals may spray down tables or desks if they wish. **Please remember that the spray cannot be used on keyboards or the computer mouse.** There will be disinfectant wipes available for the keyboards.

If you have any suggestions or concerns, please contact Michelle, Janell or Lori at the numbers below. Your patience and kindness toward our custodial and physical plant employees is appreciated.

Michelle Potter
mpotter@tvcc.cc
541-881-5720

Janell Abston
jabston@tvcc.cc
541-881-5711

Lori Delehant
ldelehant@tvcc.cc
541-881-5715

CDC Guidelines

The following guidelines from the Center for Disease Control should be utilized by all of us during this time as well:

- a. Have tissues and hand sanitizer with at least 60% alcohol available. Once again, the College has distributed both items throughout campus. However, if you notice an area that is missing these items, please report it to the physical plant immediately. The physical plant regularly checks to ensure these items are available, but frequent use and/or theft may be an issue.
- b. Encourage staff and students to stay home when they are sick.
- c. Practice and encourage prevention strategies to those around you, as stated on the fliers that have been posted on campus (attached).
- d. Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, when visibly dirty, and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- e. Practice respiratory hygiene. Cover your mouth and nose with a flexed elbow or tissue when coughing or sneezing. Dispose of the tissue in the nearest waste receptacle.
- f. Clean hands after contact with respiratory secretions or contaminated objects/materials.
- g. Avoid touching your face (eyes, nose, and mouth).
- h. Avoid sharing food, drinks, cosmetics or personal care items (lip balm, eye drops, etc.)

During this difficult time, the health and safety of our students, employees and community members is important to us! We are all in this together and we appreciate everyone's help, kindness, patience and understanding as we continue to serve our students.

If you have questions or concerns, please contact Anne Marie Kelso, Director of Legal and Human Resources at 541-881-5838.

Anne-Marie Kelso

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(541) 881-5838