



Edward Waters College Division of Student Success and Engagement Guidelines for Resumption of On-Campus Operations

Student Conduct

The Division of Student Success and Engagement continues to provide services to the EWC community in person (limited access), virtually using Zoom, and to the extent possible, via telephone and email. The Division of Student Success and Engagement continues to report alleged misconduct using the appropriate incident reporting form and by email. All staff will return to campus, unless they have requested reasonable accommodations, as they all have separate, individual offices. All in-person visitors will be required to schedule an appointment, wear a face covering and adhere to physical and social distancing guidelines as noted by appropriate signage in the office. Student conduct hearings and trainings will continue to be held on Zoom. Student workshops will continue to be held virtually, as well as in classrooms, residence halls and other campus locations when deemed appropriate, in accordance with required face coverings and social and physical distancing guidelines. Otherwise, all workshops will be held on Zoom or other virtual platforms accessible to the audience.

One-Strike Policy

For violators of the Student Handbook and/or Residence Hall Guidelines and COVID-19 policies, student conduct proceedings will be activated virtually. Students found in violation will be suspended from Housing. The severity of the violation will determine whether or not the student would continue to matriculate online.

Office of Counseling & Disability Services (OCDS)

The Office of Counseling & Disability Services (OCDS) continues to offer virtual services for students via Zoom. OCDS will maintain regular office hours from 8:00 am to 5:00 pm. For intensive outpatient programs, the College refers students to the local hospitals and community agencies. Students requesting or needing face-to-face psychotherapy will be referred to one of these agencies, depending on need. In mental health emergency cases, OCDS will request Security and Housing staff to conduct a welfare check or call local emergency services. Each student requesting services will have an initial screening to determine whether the virtual service is appropriate, or a referral is needed.

Office of Campus Safety & Security (OCSS)

Office of Campus Safety/Parking (DCSS) DCSS will continue to take reports via telephone and post signage to remind employees and the College community about good hygiene (handwashing, coughing and sneezing, etc.). The Office of Campus Safety & Security will continue to service the EWC community 24 hours a day, 7 days a week. They will also ensure that all employees and students are wearing their EWC issued ID card at all times.

Campus Programming and Activities

In keeping with the five phased approach to student engagement and success, campus programming and activities will follow with the following levels of engagement and will move to the next phase upon further evaluation of virus mitigation and per local, state, and federal recommendations for the introduction of more human capital into the student activities and events framework. The student programming and activities protocols will begin in the fall 2020 with phase one being completed virtual, potentially moving to phase two, which is a combination of face-to-face and virtual activities and meetings by the close of fall 2020. Continued movement to phase three and beyond are contingent upon campus operations, recommendations from internal, external, health, and governmental officials, and continual monitoring of the COVID-19 infection rates, with an understanding that phase five, a return to normal/pre-COVID-19 activities is not likely during this academic year, unless a vaccine or other elimination of the pandemic allows such a movement.

New Student Orientation

The Student Union, Activities and New Student Orientation will adhere to CDC guidelines for social and physical distancing when operating for the fall semester. Orientation will be conducted virtually, with the possibility of face-to-face workshops, depending on location and space on-campus. For those face-to-face activities, face coverings have been purchased to ensure the safety of all participants. Minimum face-to-face activities will be conducted to ensure safety of participants.

Week of Welcome activities will be conducted primarily virtually with minimum face-to-face components. Activities requiring in-person attendance will have limited occupancy depending on location. Staff will ensure proper physical distancing.

Signage for the Student Union Building, as well as for events related to New Student Orientation and Week of Welcome will be produced in conjunction with Communications and Marketing to display in the appropriate areas.

New Student Check In

In conjunction with the Division of Enrollment Management and Strategic Matriculant Services, the following process has been developed for New Student Check-In.

Student Check-In will take place in the Adams-Jenkins Gymnasium.

1. Front Door – Each student will be screened, temperature checked, and will be provided with a mask.
2. Floor markings- Floor markings will be implemented where arrows leading them in a one way direction with 6 foot markers in between to keep them socially distant.
3. All Check-In stations will be at least 6 feet apart
4. We will limit entrance to the gymnasium to student and parents/guardians.
5. August 3rd will be our trial run with the first group of returning students - athletics and other special groups designated for this day.
6. August 8th new students will return August 13th and 14th we will break down each day to reduce the risk of student interaction in one space. August 13th students with last names A-L will check in and August 14th students with the last names M-Z will check in.
7. The Division of Enrollment Management and Strategic Matriculant Services, along with the Student Accounts and Student Engagement, will work to pre-register/express check students prior to on-campus arrival.
8. Once students check-in, they will receive their return to campus PPE kit.

The more detailed check-in process is forthcoming regarding stations and best areas for student movement and customer service.