

Message to EGSC Faculty and Staff

August 03, 2020

Dear East Georgia State College Faculty and Staff,

Last week, I asked for your leadership in communicating with our students about COVID-19. I am back with this same request this week. I was thinking. All of this "stuff" (like seating arrangements) will be ineffective reminded about the importance of your leadership in this area over and over on Saturday as a small group toured campus and reviewed the covid-19 preparations in place. I kept if our faculty and staff are unable to communicate its importance to students. So, once again, please help me communicate with our students about this.

Here is what I wrote to the students today:

"On Saturday, a number of key college leaders and I made a tour of the Swainsboro campus to review the status of our preparations for a safe and healthy campus this fall. The tour took us about 8 hours because the preparations have been so extensive. The following are a few of my observations:

- Hand sanitizer stations are everywhere. They are located in many convenient spots in every building. Please get into the habit of using them regularly.
- Plexiglass shields are located in many frequently visited places (the main desk in the library is one example). Since we will all be wearing protective face coverings inside, I find that you have to get used to the fact that it may be a little harder to communicate with the person on the other side of the shield than usual. We will all need to be patient with one another and, sometimes, repeat what we say.
- Seating areas have been rearranged to provide appropriate social distancing. This means that we are going to be limited to one person per couch and one person at each small table. It is going to be a challenging to get used to not just sitting down on a couch and having a conversation with the other person already on the couch. Perhaps even harder, it will be hard to get used to not rearranging the furniture. But, it is really important not to do that. Maintaining appropriate social distances is a key factor in allowing all of us to remain healthy this fall and allowing us to safely enjoy the company of others.
 - Classroom and auditorium seating. The number of available seats in each space is going to be reduced substantially. For example, a particular classroom with 30 seats may now not be able to handle more than 10 people at any one time. This means your classes will often have combination of face-to-face days and online days. For example, you may go to a particular class one day each week and attend via your computer or mobile device two days each week (synchronously). We will be reaching out to you to let you know your schedules for each class (i.e., which specific days you attend in person and which specific days you participate synchronously online).
- Important signage. There are many new signs designed to keep us all safe. As you know well, signs are often easy to ignore. For example, the highway sign

that says "bridge ices before road" is so common that I simply don't notice it anymore. But these new covid-19 signs on campus are really important. Just like slowing down before the icy bridge, these covid-19 signs are intended to help us develop new habits so that stay safe and healthy. Since kindergarten, we have all been taught how to form lines and I find it hard to remember not to walk up and stand immediately behind the person ahead of me. But I must break that habit; and the signs are there to remind me. Please pay attention to these signs.

Protective face coverings. Please remember to think about your protective face covering and your cell phone as indispensable parts of your daily carry. When we forget our phones, we all experience a quick surge of panic. We should have a similar reaction when we realize that we forgot our face covering (because we need to put it on every time we go inside a building). It should become automatic --- just like driving on the right side of the road is automatic. We don't resist driving on the right side of the road just because it's a rule. We do it because we know that it will keep us from injuring another person or ourselves. The same is true of your protective face covering, Put it on automatically so that you and your Bobcat family will be safe.

Let's all be honest with each other about these signs and furniture arranging and other details. These details are not nearly as important as the high level of responsibility which each of us has to our Bobcat family this fall. All the signs, and shields, hand sanitizer and face coverings you can imagine pale in comparison with a strong sense of personal during this during this during this during this during this declaration of the Formula to the Fo responsibility. I am responsible to keep you safe during this pandemic. You are responsible to keep me safe. Deal?"

Message to the EGSC Community

August 03, 2020 Dear Friends of East Georgia State College,

Last week, I asked for your leadership in communicating with EGSC students about COVID-19. You know and have influence with many of these amazing students. So, I am back with this same request this week. I was reminded about the importance of your eadership in this area over and over on Saturday as a small group toured campus and reviewed the COVID-19 preparations in place. I kept thinking, all of this "stuff" (like seating arrangements) will be ineffective if our faculty, staff and community leaders are unable to communicate its importance to students. So, once again, please help me

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Please stay healthy and safe.

Bob Boehmer
President
East Georgia State College

Message to EGSC Students
August 03, 2020
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Please stay healthy and safe.

Bob Boehmer President

Message to EGSC Students

August 17, 2020

We have all been busy over the summer preparing for Fall semester. Please see the weekly letter (PDF) which demonstrates all the hard work accomplished to ensurate return for our students. Tave a great day.

Boehmer ident Georgia State College

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Good afternoon,

We are excited to begin fall semester back on our campuses! I hope you will take a moment to read my weekly letter (PDF) which contains important updates on preparations we have made for the safe return of students. As always, thank you for your vital support of EGSC. Stay safe!

Bob Boehmer President East Georgia State College

Message to EGSC Faculty and Staff

August 17, 2020 Dear EGSC Faculty and Staff,

been working towards a return to campus. Thanks for your hard work and professionalism which has made this return possible.

Protective face coverings will be distributed at all three campuses

student.



Reporting of COVID-19 Cases is a Shared Responsibility of All Members of EGSC Community

"A safe campus environment is a shared obligation. It is essential that every member of the campus community do their part by following the EGSC health and safety protocols. It is the personal responsibility of all persons on campus to follow the protocols for the health and safety of themselves and others on campus.

As part of the EGSC COVID-19 Return to Campus Plan, EGSC has created a simple online form for faculty, staff and students to report a positive test, COVID-19 symptoms, or close contact with individuals with COVID-19 or COVID-19 like symptoms.

If any of the above apply, please fill out the form, do not come to campus, monitor yourself for COVID-19 symptoms and contact your healthcare provider. All information submitted in the online form will remain confidential and you will be contacted within 24 hours for further guidance.

The EGSC COVID-19 Self-Reporting Form will be located at the top of the EGSC home page beginning Monday, August 17, 2020.



Where Do I Find More Information About EGSC's COVID-19 Response?

Please visit our COVID-19 page

What Type of a Face Covering is Required at EGSC?

"A protective face covering is appropriate if it covers both the mouth and nose of the individual, fits over the chin, fits snugly against the sides of the face, is securely attached to the individuals face, is made of cloth or other tightly woven fibers or similar materials, and significantly limits the aerial transmission of respiratory droplets from the

wearer's mouth or nasal cavities to others in close proximity to the wearer. A face covering with a vent or valve is not acceptable.

"Effective July 15, 2020, University System of Georgia (USG) institutions will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

- Face coverings are not required in one's own dorm room or suite, when alone
 in an enclosed office or study room, or in campus outdoor settings where
 social distancing requirements are met.
- Anyone not using a face covering when required will be asked to wear one or must leave the area. Repeated refusal to comply with the requirement may result in discipline through the applicable conduct code for faculty, staff or students.
- Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons."

Request for Reasonable Accommodation: Employees that are unable to wear a face covering meeting the above definition due to medical reasons may request an accommodation by submitting the Employee Reasonable Accommodations Form and supporting medical documentation, including a letter from the employee's treating physician, to Human Resources. Human Resources will review and verify the medical condition and communicate this verification to the employee. The employee will then communicate with his or her immediate supervisor regarding the specific accommodation. Through interactive dialogue and review of the employee's work area and job responsibilities, the reasonableness and suitability of the accommodation will be evaluated and alternatives identified where applicable.

Enforcement: Enforcement of face coverings for employees will be the responsibility of supervisors. The following illustrate an employee out of compliance with the face covering policy:

- Employee is not wearing a face covering;
- Employee is not property wearing a face covering (mouth and/or nose exposed, etc.);
- Employee is wearing a face covering that is damaged (holes, tears, etc.);
- Employee is wearing a face covering with vents or valves; and
- Employee is wearing a mask that does not meet the face covering definition and the employee has not received an accommodation.

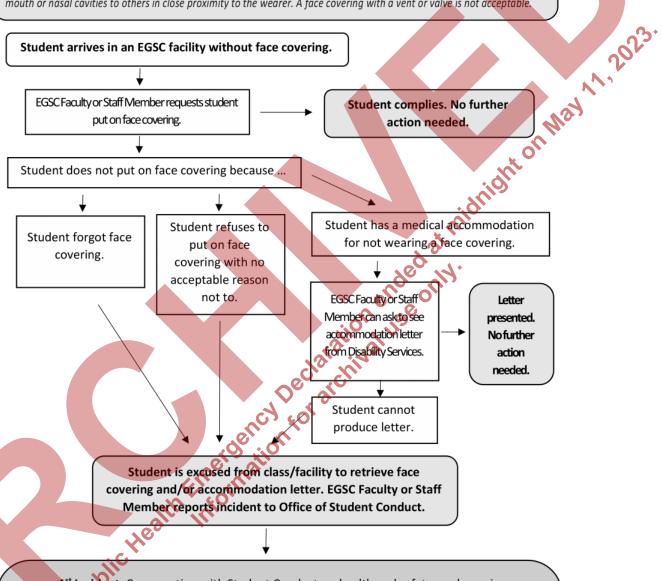
Supervisors will respond to non-compliance by first asking the employee to change their behavior to be in compliance with the face covering policy. This may be a request to put on a face covering or put on a face covering that is in compliance with this policy. Refusal to comply with the request will result in the employee being sent home. Repeated refusals to comply will result in further disciplinary action up to and including suspension or termination.

In addition to the above policy concerning EGSC employees, a similar policy has been established for students. Students who are unable to wear a face covering meeting the above definition due to medical reasons must request an accommodation by filling out

the Voluntary Declaration of Disability form and providing supporting medical documentation to East Georgia State College's Counseling and Disability Services. The Counseling and Disability Services will review and verify the medical The Count of Pathic Health Into the atom to the Country of the Cou condition and communicate this verification to the student. Counseling and Disability Services will notify the student via mail or email of the results of this review indicating

EGSC COVID-19 Student Face Covering Policy Flowchart

Definition: A protective face covering is appropriate if it covers both the mouth and nose of the individual, fits over the chin, fits snugly against the sides of the face, is securely attached to the individuals face, is made of cloth or other tightly woven fibers or similar materials, and significantly limits the aerial transmission of respiratory droplets from the wearer's mouth or nasal cavities to others in close proximity to the wearer. A face covering with a vent or valve is not acceptable.



- 1st Incident: Conversation with Student Conduct re: health and safety; oral warning.
- 2nd Incident: Written Reprimand and Warning that continued issues will result in Failure to Comply violation. Sanction will be to re-view videos on safe return to campus.
 - **3rd Incident**: Escalated to Formal Failure to Comply
 - 1st offense sanctions: Compliance with original request, 20 Hours Community Service (or educational sanction), Probation for Semester.
 - 2nd Offense sanctions: compliance with original request, 40 hours Community Service (or educational sanction), probation for a year.
 - o *3rd offense sanctions*: Immediate suspension from EGSC and indefinite probation upon return

Please stay healthy and safe.

Bob Boehmer President East Georgia State College

Message to EGSC Students

August 17, 2020 Dear EGSC students,

Protective face coverings will be distributed at all three campuses

Welcome to Fall Semester. We are excited to have our Bobcat family together again.

rotective face coverings will be distributed at all three campus.

The college is providing three free protection foundant. student.



In Swainsboro protective face coverings will be distributed under the covered front entrance just outside of the JAM student center

Monday, August 17 through Thursday, August 20, from 8 a.m. – 3 p.m.

At **EGSC-Statesboro**, designated pick up areas will be marked. Monday, August 17 through Thursday, August 20, from 8 a.m. - 4 p.m.

Community

Reporting of COVID-19 Cases is a Shared Responsibility of All Members of EGSC

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The EGSC COVID-19 Self-Reporting Form will be located page beginning today, Monday, August 17, 2020. The page beginning today, Monday, August 17, 2020. The page beginning today in the located page beginning t If any of the above apply, please fill out the form, do not come to campus, monitor yourself for COVID-19 symptoms and contact your healthcare provider. All information submitted in the online form will remain confidential and you will be contacted within

The EGSC COVID-19 Self-Reporting Form will be located at the top of the EGSC home



Where Do I Find More Information About EGSC's COVID-19 Response?

Please visit our COVID-19 page

What Type of a Face Covering is Required at EGSC?

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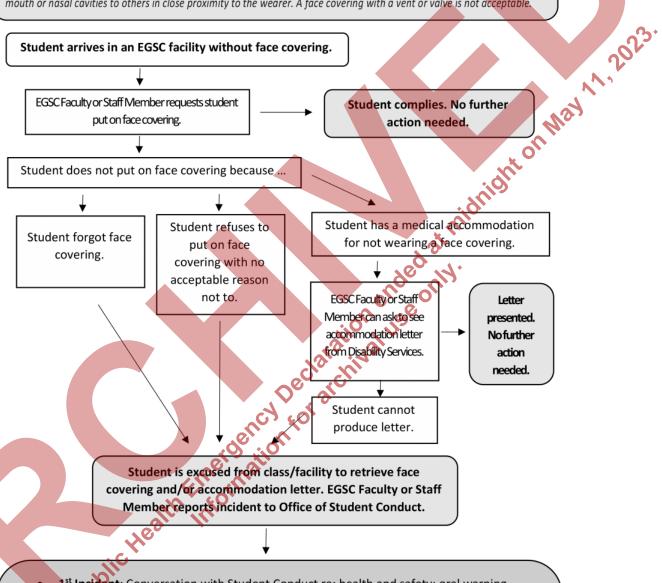
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Enforcement: Enforcement of face coverings for students will be the content of the students will be accommodation.

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EGSC COVID-19 Student Face Covering Policy Flowchart

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Bob Boehmer President East Georgia State College

Message to the EGSC Community

August 17, 2020 Dear friends of East Georgia State College,

Since we moved to wholly online instruction in mid-March of this year, EGSC faculty and staff have all been working towards a return to campus. Fall classes are finally here!

If of us appreciate your support which has made this return possible.

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Protective face coverings will be distributed at all three campuses

The college is providing three free protective face coverings for each employee and es for each rings has been safe! no office de la late de late de la late de student. A substantial part of the cost of these face coverings has been made possible



Reporting of COVID-19 Cases is a Shared Responsibility of All Members of EGSC Community

Another key aspect of safety this fall is the reporting of illness, exposure to COVID-19 and positive testing for COVID-19. We have created a reporting system to track this information daily. I thought you would be interested in knowing about this system. Here is a guick summary:

"A safe campus environment is a shared obligation. It is essential that every member of the campus community do their part by following the EGSC health and safety protocols. It is the personal responsibility of all persons on campus to follow the protocols for the health and safety of themselves and others on campus.

As part of the EGSC COVID-19 Return to Campus Plan, EGSC has created a simple online form for faculty, staff and students to report a positive test, COVID-19 symptoms, or close contact with individuals with COVID-19 or COVID-19 like symptoms.

yourself for COVID-19 symptoms and contact your healthcare provider. All information submitted in the online form will remain confidential and you will be contacted within 24 hours for further guidance.

The EGSC COVID-19 Self-Reporting Form will be located at the top of the EGSC home page beginning today, Monday, August 17, 2020."



Where Do I Find More Information About EGSC's COVID-19 Response?

Please visit our COVID-19 page

What Type of a Face Covering is Required at EGSC?

As you know from my prior letters, protective face coverings are required inside buildings at all USG institutions. Many have asked what constitutes and appropriate face covering. At EGSC, we have adopted policies to make this clear for both employees and students. Here is how we define an appropriate face covering:

"A protective face covering is appropriate if it covers both the mouth and nose of the individual, fits over the chin, fits snugly against the sides of the face, is securely attached to the individuals face, is made of cloth or other tightly woven fibers or similar materials, and significantly limits the aerial transmission of respiratory droplets from the wearer's mouth or nasal cavities to others in close proximity to the wearer. A face covering with a vent or valve is not acceptable."

Ushare this information with you, as friends of the college, because I want you to know how seriously we have taken our obligation to make every effort to keep our college community safe. Thank for your interest and for your support of our efforts to assure a healthy and safe environment.

I hope fall semester brings the opportunity to see you at EGSC!

Bob Boehmer President East Georgia State College

Message to EGSC Faculty and Staff

August 25, 2020

Dear EGSC Faculty and Staff,

37 May 11, 202 Congratulations on a great start to fall semester! Starting any new academic year is a challenge. This year, however, you have faced unprecedented challenges due to COVID-19. Thanks for accepting the additional responsibilities placed upon you to conduct classes and provide student services in entirely new ways.

I have written to you and the students recently about one additional responsibility: EGSC's new COVID-19 Self-Reporting form and procedures.

As discussed in my prior messages, a link to this form is located prominently in the bright yellow bar at the top of the college's home page www.ega.edu:

COVID-19 Information and Updates

EGSC COVID-19 Self-Reporting Form (Report Fyou currently have COVID-19 and/or related symptoms or have been recently exposed. Login using your EGSC

Here is what I told the students today about using this form:

"This form should be used if you now tested positive for COVID-19, are now o experiencing COVID-19 symptoms, or have just been directly exposed to someone who has COVID-19. If any of these things happen now, please don't wait. Fill out the online form right away. A college representative will call you shortly to discuss.

Why fill out this form? It is part of our shared responsibility to keep our entire college community healthy and safe. For example, all of us have heard over and over that it is possible to transmit COVID-19 to someone else (perhaps a roommate, one of your professors, an EGSC staff member, or a member of your family) even though you don't show signs of COVID-19 (i.e., you are asymptomatic). Using this quick form will enable you and the college to reduce risks to others."

I am writing today to ask you to use this form if you become aware of any of the above situations. For example, a student you encounter might exhibit COVID-19 symptoms or might voluntarily disclose that they have tested positive. If that happens, please fill out the online form right away. Also, please remember the following information which I shared with you last Friday:

- Maintaining privacy of personally identifiable medical information is critical. In addition to adhering to the protocols and while receiving student and employee reports of illness or absence, all employees must take the utmost care in handling any personal medical information that is disclosed to them by a student or employee. In many instances, students or employees disclose personally identifiable medial information by email or other electronic means voluntarily, and not at the college's request. Please <u>do not ask students or employees for personal medical information documenting their absence</u>; instead, the student or the employee should be <u>directed to the self-report form</u>. The small team appointed by me to carry out this process will follow up with the student or employee.
- Please, <u>do not ask students or employees to send documents with personally identifiable medical information by email or other electronic means. Email is not a secure method for transmitting this information.</u>
- If a student or employee does send personal medical information to you, do not forward that information. Please remember the student or employee did NOT consent for you to share this information (by a forwarded email, verbally, or otherwise) with others. Forwarding the student or employee information violates privacy laws. Due to the COVID-19 pandemic, the information can be shared only with the COVID-19 Response Team. If you receive personally identifiable medical information from a student or employee by email or other means, please contact Mary Smith or Linda Upchurch for instructions on sending the documents to them in a secure manner.
- Privacy of personally identifiable medical information is protected by a panoply of important state and federal laws, including HIPAA. EGSC respects those privacy rights and complies strictly with these laws.

Thanks for all you are doing to keep our entire Bobcat family healthy and safe. You are appreciated. Please stay healthy and safe.

Bob Boehmer
President
East Georgia State College

Message to the EGSC Community

August 25, 2020

Dear friends of East Georgia State College,

Fall semester has started very well! Starting any new academic year is a challenge. This year, however, we have asked everyone to face unprecedented challenges due to

COVID-19. We have set new standards for social distancing and protective face coverings and have placed many additional responsibilities on faculty and staff to conduct classes and provide student services in entirely new ways. Faculty, staff and students have responded well.

I know you have read news stories about how colleges and universities are meeting the challenge of identifying students, faculty and staff who have COVID-19, exhibit symptoms or are exposed to COVID-19. One step we have taken at EGSC is to implement new COVID-19 Self-Reporting form and procedures.

A link to this form is located prominently in the bright yellow bar at the top of the college's home page www.ega.edu:

COVID-19 Information and Updates

EGSC COVID-19 Self-Reporting Form (Report if you currently have COVID-19 and/or related symptoms or have been recently exposed. Login using your EGSC email.)

Here is what I told the students today about using this form:

"This form should be used if you **now tested positive** for COVID-19, are **now experiencing COVID-19 symptoms**, or have just been **directly exposed** to someone who has COVID-19. **If any of these things happen now, please don't wait. Fill out the online form right away.** A college representative will call you shortly to discuss. All information disclosed by you will remain confidential.

Why fill out this form? It is part of our shared responsibility to keep our entire college community healthy and safe. For example, all of us have heard over and over that it is possible to transmit COVID-19 to someone else (perhaps a roommate, one of your professors, an EGSC staff member, or a member of your family) even though you don't show signs of COVID-19 (i.e., you are asymptomatic). Using this quick form will enable you and the college to reduce risks to others."

Please help us by encouraging students you know to be informed about this process and to use it when necessary

Thanks for all you are doing to keep our entire Bobcat family healthy and safe. You are appreciated.

I hope fall semester brings the opportunity to see you at EGSC!

Bob Boehmer

President

East Georgia State College

Message to EGSC Students

August 25, 2020 Dear EGSC students,

Congratulations on a great start to fall semester! Starting any new academic year is a challenge. This year, however, you have faced unprecedented challenges due to COVID-19. Thanks for accepting the additional responsibilities placed upon you to socially distance, wear appropriate face coverings and attend classes in new ways.

I have written to you recently about one additional responsibility: EGSC's new COVID-19 Self-Reporting form and procedures.

As you know, a link to this form is located prominently in the bright yellow bar at the top of the college's home page www.ega.edu:

COVID-19 Information and Updates

EGSC COVID-19 Self-Reporting Form (Report if you currently have COVID-19 and/or related symptoms or have been recently exposed. Login using your EGSC email.)

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Why fill out this form? It is part of our shared responsibility to keep our entire college community healthy and safe. For example, all of us have heard over and over that it is possible to transmit COVID-19 to someone else (perhaps a roommate, one of your professors, an EGSC staff member, or a member of your family even though you don't show signs of COVID-19 (i.e., you are asymptomatic). Using this quick form will enable you and the college to reduce risks to others.

Thanks, Bobcats, for all you are doing to keep our entire Bobcat family healthy and safe. You are appreciated.

Bob Boehmer

President

East Georgia State College

Message to EGSC Students

August 31, 2020

Dear EGSC students,

Dear EGSC students,

As the Labor Day holiday weekend approaches, I recall a story about an 18 year-old army private at an army base in southern Texas standing in line to get a 36-hour pass. As he approached the 2nd lieutenant handing out the passes, the officer asked, "Where are you going?" The private answered "Nuevo Laredo, Sir." The 2nd lieutenant paused and said, "Private, hope you have thought about the risks you are taking. Is it worth risking the next 450,000 hours of your life for the risks you are going to be taking in the next 36 hours?"So, I just went to San Antonio, had a great 36 hours eating too much food and watching movies. I have not yet finished the next 450,000 hours the lieutenant mentioned, but I am getting close, and I am still grateful for that 2nd lieutenant's question.

So, as Labor Day approaches during the COVID-19 pandemic, please ask yourself if the risks you are considering over the weekend are worth risking the great life awaiting you during your next 450,000 hours. All I am asking is that you make good choices, socially distance, wash your hands and wear a face mask. Have a great Labor Day weekend. Please stay safe, be healthy, and make good choices.

Bob Boehmer President

Message to the EGSC Community

August 31, 2020 Dear friends of East Georgia State College,

our students letting their guards down over the long weekend and having many come back to campus with COVID-19. So, here is a story I shared with students today:

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As the week goes on and you encounter our students in your daily activities, please talk with them about the risks of COVID-19 and the steps they can take to minimize those risks. I never let that 2nd lieutenant know, that I listened to him. But I did. Please be healthy and safe.

Bob Boehmer President East Georgia State College

Message to EGSC Faculty and Staff

August 31, 2020 Dear EGSC Faculty and Staff,

As Labor Day weekend approaches, I have got to admit that I am really worried about everyone letting their guard down over the long weekend and having many come back to campus with COVID-19. So, here is a story I shared with students today:

As the Labor Day holiday weekend approaches, I recall a story about an eighteen year-old army private at a base in southern Texas standing in line to get a 36-hour pass. As he approached the 2nd lieutenant handing out the passes the officer asked, "Where are you going?" The private answered "The 2nd lieutenant paused and said "The 2nd lieutenant paused risks you are taking. Is it worth risking the next 450,000 hours of your life for the risks you are going to be taking in the next 36 hours?" So, I just went to San Antonio, had a great 36 hours eating too much food and watching movies. I have not yet finished the next 450,000 hours the lieutenant mentioned, but I am getting close and I am still grateful for that 2nd lieutenant's question.

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As the week goes on, please talk with our students about the risks of COVID-19 and the steps they can take to minimize those risks. I never let that 2nd lieutenant know, that I listened to him. But I did. Please be healthy and safe.

Bob Boehmer President East Georgia State College