

EMERGENCY POLICY

COVID-19

I. POLICY

At Salt Lake Community College, the health and safety of our college community, their families, and our community are our top priorities. In response to the concerns of the rapidly evolving COVID-19 pandemic, the college is enacting this emergency policy and procedure to increase flexibility and relax requirements, as necessary, by authorizing exceptions to existing policies, department rules and practices.

For the most recent COVID-19 information, visit the college's [COVID-19 information page](#).

II. REFERENCES

- A. Duties and responsibilities of the president of an institution of higher education—Approval by board of trustees—Applicability to a technical college president, Utah Code Ann. § [53B-2-106](#).
- B. Declaring a State of Emergency Due to Infectious Disease COVID-19 Novel Coronavirus, [Utah Exec. Or. 2020-1](#).
- C. Updated Requirements Regarding Face Coverings in State Facilities, [Utah Exec. Or. 2020-41](#).
- D. [Public Health Order](#), Salt Lake County Bd. of Health 2020-1.
- E. [Public Health Order](#), Salt Lake County Bd. of Health 2020-12.
- F. [Coronavirus Disease 2019](#) (COVID-19), Centers for Disease Control and Prevention.

III. DEFINITIONS

Face-Covering: A cloth or similar material that **completely** covers the nose and mouth.

IV. PROCEDURES

A. General

1. This emergency policy grants the president the authority to temporarily amend, rescind, or modify any college policy, department rule, or practice to

ensure that necessary and appropriate actions are taken to ensure the efficient and effective administration and operation of the college.

2. This policy is effective March 16, 2020, until the COVID-19 pandemic emergency ends. In no case will this policy be in effect beyond March 16, 2021.

B. Face-Coverings.

1. While in a college-owned or college-controlled building, facility, or vehicle, every person must wear a face-covering as defined by this policy. This requirement applies to all indoor areas, including common areas, hallways, classrooms, break rooms, conference rooms, and restrooms.
2. For individuals working with chemical or biological hazards, the college recommends disposable surgical masks. Dispose of surgical masks according to established departmental procedures. Disposable masks must not be placed in recycle bins.
3. Every person who is outdoors on an SLCC campus or other SLCC owned or controlled property must wear a face-covering where personal distancing of at least six feet is not possible, reasonable, or prudent.
4. Face-coverings are not required for:
 - a. persons who are outdoors and maintaining a distance of no less than six feet from other persons;
 - b. individuals with a medical condition or disability that prevents wearing a face covering or to whom wearing a face covering would cause harm;
 - c. a child who is in a daycare setting or under two years old;
 - d. an individual who is deaf or hard of hearing or communicating with another who is deaf or hard of hearing and the ability to see the mouth is essential to communication;
 - e. an individual who is in a private vehicle;
 - f. a person who is the sole occupant of a fully enclosed room, office or college-owned vehicle;
 - g. anyone who is eating or drinking and maintaining a distance of at least six feet from others; and

- h. private meeting spaces, conference areas, private offices, outdoor venues, hallways, elevators, lobbies, break rooms, study areas, and restrooms if six-foot social distancing is possible.
- 5. Individuals who cannot wear a face-covering due to a health condition or disability should coordinate with the [Disability Resource Center](#), or the [Employee Relations Leave Coordinator](#) for appropriate accommodation.
- 6. For deaf or hard of hearing individuals and those communicating with deaf or hard of hearing individuals who are not wearing a face-covering to communicate, the college strongly recommends a clear face-shield.

C. Administration

- 1. Employees not wearing a face-covering when required will be referred to their immediate or second-level supervisor.
- 2. Classroom instructors will ask students who are not wearing a face-covering to put one on. If the student refuses, the instructor shall instruct the student to exit the classroom.
- 3. Students not wearing a face-covering when required will be referred to the dean of students.
- 4. Other members of the college community not wearing a face-covering will be asked to put one on. If the person refuses, that person will be referred to the college's Public Safety Department.