

## Navajo Technical University-Zuni Instructional Site

### A:SHIWI COLLEGE & CAREER READINESS CENTER

#### CAMPUS REOPENING & RETURN TO WORK PLAN

DECEMBER 31, 2020

#### Policy and authorization:

The Pueblo of Zuni has established protocols to promote healthy and safe work environment. In response to the increase of positive COVID-19 cases in Zuni and surrounding areas, the Pueblo of Zuni has authorized employees to stay/work at home to reduce the threat of COVID-19 infection. The COVID-19 Policy establishes the general health, infection control and safety rules to insure a safe work environment and limit the spread of the virus among the employees and the public served. The COVID-19 Policy was enacted by the Tribal Council as an essential component of the Employee Code of Conduct, Chapter 9 of the Pueblo of Zuni Human Resources Policies and Procedures Manual. The campus reopening at the Zuni NTU Instructional site is guided by mandates and expectations of Navajo Technical University and the Pueblo of Zuni Tribal Government with regard to COVID 19 safeguards and protective measures.

#### Principles

The following principles provide focus to our prioritization and approaches for reopening the Instructional Site at A:shiwí College & Career Readiness Center campus for students, staff and faculty:

- **Equitable Outcomes:** based on our non-discrimination policy and/or the need to cease in-person activity due to impacts of COVID 19 in the tribal community.
- **Rapid Identification, referral and Isolation:** Quickly identify any COVID- 19 symptoms which may require reporting, referral and quarantine.
- **Protection of Individuals:** all students and personnel and their family members who are vulnerable to COVID-19 disease or to harassment or discrimination.
- **Commitment to transparent communication:** to continually inform the community and public of re-opening plans and protocols.
- **Phases reopening, regular review and updating of approaches:** because of rapidly changing conditions based on scientific and medical evidence we are required to maintain vigilance and flexibility to counter threats to safety by changing instructional practices and access to campus resources.

#### Guiding Values:

Our organizational strategy, guiding principles & services are derived from A:shiwí ancestral values. Adhering to the practices and ancestral values serve to decolonize our thoughts, organizing approaches, protect all associated with A:shiwí College and revitalize our relationships and services as we overcome the challenges of the COVID-19 Pandemic. Grounding higher learning methodologies and services with A:shiwí values, ancestral knowledge and Indigenous methodologies expands the scope and reach of community engagement and potential benefits far beyond the stated goals, objectives and western based programming alone.

- **Hon ansammo le'na a:dek'yanna.**

We will all live accordingly.

- **Hon i:yayyułashshik'yana:wa.**

We will respect and honor one another.

- **Hon ko'hoł lewuna:wediyahnan, wan hon i:tse'manna.**

We will think before we act and consider the consequences.

- **Hon i:yansatduna:wa**

We will help one another.

- **Hon i:yanbeye:na:wa.**

We will give advice and counsel one another.

- **Hon i:yayyumofa a:dek'yanna.**

We will be honest and trust one another.

- **Hon i:wichemana:wa.**

We will love one another

- **Hon dewufashshi' iwillaba' a:dek'yanna**

We will be kind and generous to one another.

- **Hon i:yanhadiya:na:wa, hon i:yayyu'hadiyahk'yana:wa.**

We will listen and pay attention to one another

### **Re-opening of campus and services:**

The health, safety and well-being of the students and staff continue as top priority at Navajo Technical University (NTU) and A:shiwi College Career Readiness Center (ACCRC). Because of the increase in infection and transmission rates of COVID-19 on the Zuni and surrounding Navajo Nation reservations, the ACCRC will continue to provide online classes for the Spring 2020/21 semester. Instructional practices and re-entry decisions may be adjusted depending on COVID-19 mitigation and safety conditions based on recommendation of the Incident Command Center, tribal health agencies and tribal government instructions.

In addition to establishing higher education services as an Instructional Site of NTU, the ACCRC also provides a number of grant programs to support community development, entrepreneurial programs as well as professional training & support for community educators. All ACCRC staff members are tribal employees and must comply with policies and procedures established for employees. The tribal health and safety policy with directives and advice contained in Chapter 9 of the Pueblo of Zuni Human Resources Policies and Procedures as related to the COVID-19 pandemic are intended to protect the general health, maintain infection control and limit the spread of the virus among employees and the public. All employees of the ACCRC will continue to follow the safety rules, procedures and precautions as required. The ACCRC as an Instructional Site of Navajo Technical University will maintain established protocols for student, staff and faculty safety at the worksite.

### **Re-opening Options:**

The ACCRC reopening plan provides three options for students depending on the assessment of health risk conditions of COVID-19 in the community and official notice from Navajo Technical University and the Pueblo of Zuni Tribal Government. The current directive is for all classes to be provided on-line with no face to face or Hybrid options until further notice. The following describes conditions, safety protocols, instructional practice and how classes will be organized during each phase of the COVID-19 Pandemic.

#### **Face to Face classes:**

Instructors in class with students.

All classes and labs will be reorganized to assure physical/social distancing and the physical environment will be disinfected after each use. Professors/Instructors teach courses as scheduled with students physically attending classes on campus as scheduled. All support services and the campus is open to the public. All safety protocols such as masking, temperature checks, social distancing and proper hand hygiene are followed.

#### **On-line/remote classes:**

Instructors provide classes remotely using Moodle, Zoom or other Learning Management Systems acceptable to NTU. Students are enrolled at NTU/ACCRC and attend classes, receive advisement and support services remotely or by appointment. All safety protocols such as masking, temperature checks, social distancing and proper hand hygiene are followed. There will be daily no-touch symptom screening for all employees and students. To include: Temperature testing, asking about symptoms of illness of the individual entering the facility, and whether they have been in contact with an infected person.

**Hybrid classes:**

Instruction is provided remotely with a portion of the class work taking place in a face to face environment with all safety protocols such as masking, temperature checks, social distancing and proper hand hygiene are followed. There will be daily no-touch symptom screening for all employees and students. To include: Temperature testing, asking about symptoms of illness of the individual entering the facility, and whether they have been in contact with an infected person.

**Campus & Workplace Safety Protocols:**

1. The NTU and ACCRC are following the COVID-19 safe practices by working remotely, practicing safe distancing between individuals, wearing masks, minimizing contact, disinfecting workspaces daily and after each class meeting, providing disinfecting stations in office areas, classrooms, restrooms and hallways and proper hand hygiene and respiratory etiquette.
2. Student and employees entering the campus are expected to follow established guidance and protocols to ensure public safety:
  - If you are sick, stay home from school.
  - Avoid close contact with those who are already sick.
  - Cover your nose and mouth when coughing or sneezing with a tissue or the crook of your arm.
  - Wash your hands often with soap and water.
  - Avoid touching eyes, nose, or mouth.
  - Wear a mask

**Employee work schedules:**

The following, 40-hour weekly work at home schedules is effective immediately for ACCRC essential/non-essential employees throughout the recent quarantine and stay/work at home directive. If employees are required at work on campus to handle essential tasks, this will be on a limited basis with employees following safety precautions and protocols. The security of the facility will be checked daily by the maintenance staff and disinfected using the chemicals and fogger as instructed during training:

Employee:

H. Lewis  
R. Lowsayatee  
W. S. Panteah  
B. Shack  
B. Tsabetsaye  
E. Panteah  
S. Penketewa  
L. Leekela  
T. Poncho

Days to Work at home:

Monday to Friday  
Monday to Friday  
Monday to Friday  
Monday to Friday  
Monday to Friday  
Monday to Friday  
Monday to Friday  
Monday to Friday

**Facility access and safety:**

Until further notice, the ACCRC campus and facilities will be closed with the exception of the times and days indicated above for employees. Each employee required to enter the campus facility will notify their immediate supervisor and indicate reason for work on campus:

1. Take and record temperature screening
2. Wear a mask at all times,
3. Practice social distancing,
4. Disinfect hands as needed,
5. Monitor personal & student safety.

Adjunct Instructors and vendors will be notified of revised schedules and will follow established health & safety protocols.

Information about classes, campus services, activities and related information are updated regularly for students and families, and will be provided and posted on the ACCRC website, ACCRC Face Book page, with tribal programs and on KSHI (Zuni) and KTDB (RNSB) tribal radio stations.