



# Fall Campus Plan

2020

## The Community College of Rhode Island's Fall 2020 Operations Plan

*Reviewed by the Rhode Island Department of Health*

*June 29, 2020*

*Distributed July 28, 2020*

*Updated: August 13, 2020*

*Subject to change.*

### Introduction

The Community College of Rhode Island is the largest community college in New England. We serve approximately 20,000 students annually and train an additional 22,000 people in our Division of Workforce Partnerships. We have four campuses located in Warwick, Providence, Lincoln, and Newport. Warwick is our largest campus at over 300,000 square feet and typically welcomes 6,000-7,000 people each day.

Since March 23, 2020, CCRI has been operating in a remote teaching, learning, and working model. We made the decision to continue that teaching and working model in our Summer 1 session and our Summer 2 session. After gathering data, analyzing classroom capacity, and planning for protective measures, CCRI will continue its remote teaching and learning model for most of its classes in fall 2020.

### Developing the Plan

In preparation for the fall 2020, all of the college and universities were asked to submit a plan to the Rhode Island Department of Health (RIDOH) that outlines how the institutions plan to manage the fall semester. The plans contain the protective measures, operational and policy changes, and modifications necessary to return college operations to campus. RIDOH requested that the college prepare plans in anticipation of gatherings limited to 10, 25, 50, and 100 people.

- If the direction from the RIDOH is to limit gatherings of 10 people, the college would revert to an entirely remote teaching, learning, and working model for all but our essential staff.
- If the direction from the RIDOH is to limit the gatherings to 25, we would implement the plan as described in this document.
- If the direction from the RIDOH is expanded to gatherings of 50-100, we would continue with the model described in this plan. CCRI has been planning for fall 2020 since fall 2019 and enrolling students since April 2020. Our strategy is baked into the approach outlined in this plan. While we can move entirely to remote teaching and learning should the circumstances of the pandemic require us to do so again, we cannot otherwise change the fundamental structure for how we deliver our fall 2020 academic offerings at this point in the academic calendar.

As we developed this plan, we considered the characteristics that make our college unique among Rhode Island's higher education institutions:

1. While we do not have resident halls, we serve Rhode Islanders from all over the state. In fact, we estimate that approximately 35% of our students come from the zip codes hardest hit by COVID-19.
2. Many of our students work in critical infrastructure roles including health care, food service, grocery and other retail stores.
3. We have neither sufficient medical personnel staff nor an on-site health center so our ability to respond clinically to health issues on our campuses is extremely limited.

### Physical Spaces and Occupancy Limits

To develop its 2020 facilities master plan, CCRI worked with the facilities planning firm, Goody Clancy. When the pandemic hit and it was apparent we would have to learn more about how to operate our facilities given the data and information we were learning from the CDC and RIDOH, we asked Goody Clancy to use the extensive data they collected about our buildings to complete an analysis of the capacity of our classrooms, labs, and common areas assuming 6-foot social distancing was required.

The results are attached in **Appendix A**. It is evident that the vast majority of our classrooms on our four campuses do not have sufficient capacity to hold a class of typical size for CCRI with the required social distancing measures in place. This fall, we will use the new, adjusted capacity in Appendix A to guide how many people we allow to use a classroom at any one time.

We do want to bring back students, faculty, and staff to our campuses in a limited, safe, and thoughtful manner. We know our students benefit from face-to-face interaction with their professors and that many of our students need better wi-fi and physical space in order to complete coursework. With these considerations in mind, we are planning for how we use our classrooms and common areas with social distancing limits. We are currently working on identifying courses to be taught in the classroom. Our approach will be based on what classes must have a face-to-face component (i.e., some labs, see **Appendix B** for detail on our Health and Rehabilitative Science labs previously reviewed by RIDOH). While most CCRI classes will continue to be delivered remotely this fall, there will be some exceptions offered on campus including certain lab sciences, healthcare courses, and a number of courses in advanced manufacturing, the arts, and other hands-on disciplines. These classes will maintain protective measures such as wearing a mask and practicing social distancing. In recognition of the difficulty teaching with a mask, the recommendation is for faculty to have an additional buffer from students.

Some classes may be “front-loaded” with the face-to-face teaching in September and early October with remote learning for the remainder of the semester under the assumption that another wave of COVID-19 may occur later in the fall.

For our classrooms that can hold fewer than 10 people with social distancing in place, we are also considering offering those rooms to faculty on a reservation basis to hold group office hours for students. Before a room is used for the first time this fall, chairs will be removed and the layout tested to ensure both limited capacity and circulation. All classrooms would be disinfected between uses.

We also intend to place tablet desks throughout our largest common areas on each of our campuses for teaching and tutoring, and for students who do not have access to sufficient wi-fi or study space at home. For example, we can fit 100 tablet desks with the required 80SF perimeter in our Great Hall in Warwick. **Appendix C**

Even with these considerations, the vast majority of our classes will continue to be taught remotely, greatly reducing the number of students and faculty coming to our campuses each day.

Some conference rooms will be closed due to capacity and layout concerns. The conference rooms that are available for use will be posted with the adjusted allowed capacity and meeting attendees will be required to practice social distancing and wear mask. As meeting space availability will be limited, faculty and staff will be encouraged to meet virtually.

**Appendix D** (building access) and **Appendix E** (interior circulation) illustrates how we envision people accessing our buildings from the parking lots and how they will be directed to move once inside.

## Business Processes, Procedures, and Activities

*Enhanced cleaning and disinfecting procedures:* CCRI is preparing to implement a robust cleaning and disinfecting protocol in accordance with CDC guidelines. These activities include:

- Clean high traffic and high contact areas (doorknobs, elevator buttons, ADA accessible door buttons, bathroom doors, etc ) twice daily with EPA rated List N products. .
- Provide cleaning supplies to each office and a directive that the tenant of each office cleans it daily.
  - Identify doors that can be propped open without violating fire regulations to avoid individuals touching the handles.
  - Disinfect classrooms with electrostatic sprayer between each use.

*Screening and Contact Tracing Procedures:* CCRI will require all individuals entering our campus buildings to be screened for COVID-19 symptoms and other higher-risk situations.

- Upon arriving at a campus, an individual will need to provide a valid ID (CCRI, driver's license, other government ID, etc.) and sign in. Each person will be asked to read screening questions as prescribed by RIDOH: [https://www.reopeningri.com/resource\\_pdfs/COVID19\\_Screening\\_Tool\\_English-NEW.pdf](https://www.reopeningri.com/resource_pdfs/COVID19_Screening_Tool_English-NEW.pdf) and provide a verbal response. By September 2020, the college may have another tool that would allow faculty, staff, and students to selfscreen which would be sufficient for entry.
- Anyone who answer yes to any of the screening questions and cannot explain these symptoms by known allergies or non-infectious illnesses or are sick, will be sent home and asked to contact their medical provider. College Police will alert Human Resources if an employee who appears sick enters the building and Disability Services if the person is a student.
- Everyone (faculty, staff, students, vendors, outside parties, etc.) will be screened on no-contact temperature verification kiosks. (These are currently backlogged so we are likely to start the academic year without them). If an individual has a fever, they will be not be allowed to enter.
- If a person becomes sick while on campus, they will be asked to leave immediately and Facilities will clean the area in which the person was located per CDC guidelines.
- The college will encourage employees and students to download the Crush COVID app or keep a contact tracing notebook.

*Cloth Face Masks and other Personal Protective Equipment:* The college believes that wearing a mask is a key strategy in reducing infections.

- Employees and students will be required to wear face coverings over their nose and mouth to enter any building.
- Face coverings are required at all times and in all locations unless you are the single occupant of an office or are teaching. This requirement includes students in the classroom.
- The college will provide individuals with a mask if they do not have their own face covering.
- PPE will be used where required by regulation or at the direction of faculty when the content of the classwork requires it.
- Employees who have health concerns related to wearing a mask should contact Human Resources. Students should refer questions to the Disability Services Office.

*Guidelines Related to Travel*

- *College-sponsored travel:* Through at least the fall semester, all college-sponsored travel will be prohibited. Appeals to this policy can be made to Human Resources for faculty and staff and the Dean of Students for students.
- *Personal travel:* CCRI will follow the restrictions as defined by Governor Raimondo and Department of Health. Currently, a 14-day quarantine is required for people returning to Rhode Island from an area with an infection rate of over 5% and for individuals who are returning to Rhode Island from outside of the United States. An employee can be released from this quarantine requirement if they can provide evidence of a negative test that was taken up to 72 hours before arriving in Rhode Island or by getting tested at one of the testing sites throughout the state. The test result should be provided to Human Resources.

### *Testing*

- While the college will not establish an on-campus testing protocol, we will encourage faculty, staff, and students to seek regular testing at community-based testing centers found here: <https://health.ri.gov/covid/testing/asymptomatic/#where> . In addition, we will encourage asymptomatic individuals between the ages of 18 and 39 to self-schedule a free asymptomatic test through [portal.ri.gov](https://portal.ri.gov).

### *Food service*

- It is likely we will have a “grab and go” model in place but the final decision will be based on the number of people who access food services. Please see **Appendix G** for CCRI specific information.

### *Bookstore protocols*

- Bookstore ordering will be solely on-line. Orders will be picked up during designated times for customer pick-up, employee(s) will staff a table with a laptop. Bookstore operations have been structured to limit the interactions between individual employees and between employees and the public.

### *Procedure to Safely Quarantine and Isolate Symptomatic COVID-19 Individuals*

- CCRI is not anticipating the need to quarantine and isolate COVID-19 infected individuals as we are a non-residential college. If the need arises that an ill individual needs a place to stay briefly until transportation can be arranged, we will designate an empty classroom for that purpose which will then be cleaned per the CDC guidelines.

Working in partnership with college departments, CCRI Marketing & Communications will engage the college community through the following measures:

#### *Printed materials*

CCRI will design various printed pieces in English and Spanish to be posted throughout the campuses. The pieces will include easy to understand graphics and language that align with RIDOH and CDC guidelines on screening, social distancing, face coverings, proper hygiene, and where to find resources for additional information, as well as instructions on accessing the buildings, screening procedures, and flow of traffic. These materials will be updated as needed.

- Posters to be placed throughout the four campuses, including, but not limited to, entrances, common areas, dining areas, Campus Stores, classrooms and labs, elevators, and staircases.
- Table tents to be placed on all tables in common areas, including the Great Hall at the Knight Campus, Newport and Providence Atriums, the Flanagan dining area, and tables in each of the four campus libraries.
- Restroom signs to be posted at each entry, on mirrors above sinks, and inside individual bathroom stalls.
- Pull-ups and “sandwich boards” placed at critical points throughout the campus to provide information on entering buildings, traffic flow, and screening procedures.
- Floor decals to communicate proper social distancing for student-facing services and high-volume areas, as well as flow of traffic throughout the campus.

#### *Video*

Depending on resources, CCRI may create videos – that include what to expect upon returning to campus and key public health guidance on social distancing, face coverings, and proper hygiene measures. If developed, videos will be translated in English and Spanish and will be captioned.

#### *Website*

CCRI will continue to post updated college policies and procedures, FAQs, and public health and college information to its COVID-19 specific webpages and will provide downloadable materials for individuals to print and post in their workspaces.

#### *Email*

When the college went to remote teaching and working, the Marketing and Communications Department created the CC Daily e-newsletter. For the first two months, a message containing relevant information about the pandemic and the guidelines to follow was sent to faculty and staff each day. It is now sent out twice weekly. The regular communications are well-received. CCRI will continue to share relevant information in a timely fashion to faculty, staff, and students

through our email platform which has become a routine outlet to regularly find information about COVID-19.

## Academic Offerings

Academic Affairs is preparing throughout the summer to support the faculty in remote teaching and learning. There are a number of trainings made available to faculty, and the Vice President for Academic Affairs has convened an advisory group of faculty to assist her and the deans in planning for the fall.

All classroom use will be managed based on adjusted classroom capacity in order to maintain social distancing and scheduled in such a manner that the college is able to follow the proper cleaning protocols.

### *Business, Science, Technology, Engineering and Math Department (BSTEM)*

Many of the BSTEM classes will continue to be taught remotely with some exceptions, including our ALEKS program (developmental education for math) with an adjusted capacity of approximately seven students in each classroom. Manufacturing classes will be taught in a face-to-face model as will our Chemistry labs. The students will be required to wear masks and maintain social distancing. We are still in the planning stages for Biology.

### *Library*

The libraries in Knight and Lincoln will remain open with very limited staffing. Students can access services by appointment and on-line.

### *Nursing and Allied Health*

All classes will be managed based on adjusted classroom capacity, the need for social distancing, and following the proper cleaning protocols.. These health classes are a hybrid of in-class and remote teaching. Students and faculty returned to campus in the summer so that they could complete the required lab work. They are using PPE as necessary.

### *Arts, Humanities, and Social Sciences*

The Performing Arts will also condense classes may teach outside as the weather permits. Physical Education will follow the guidelines provided to the state. All other classes will be taught in a remote format.

## Student Services

With the limited re-opening of our campuses this fall, Students Services staff will be returning to campus with modified operations. Supervisors are being asked to plan for a return to campus based on their number of staff, specific work area conditions, and maintaining student supports with a high level of effectiveness. We will continue to maximize our use of Starfish, Webex, and Signalvine to support students remotely.

The plans developed by supervisors may contain the following strategies: alternate work days to reduce the number of staff on campus on any given day, change in work location, changes to the work schedule, installation of barriers. Interactions that require face-to-face exchanges will be the priority for the use of plexiglass barriers. Any changes to employees working conditions would be made in a manner consistent with the respective collective bargaining agreement or otherwise agreed to with the representing union.

This initial fall 2020 plan is primarily focused on the steps the college will need to take to support our students' classroom (or remote) education. In the coming weeks, we will also develop plans for athletics and student life, including sports, theater productions, student clubs and other similar activities. We recognize that social distancing and group size restrictions will have a significant impact on these student life activities and will work to develop plans that enable students to safely participate in our college community to the fullest extent possible. It is likely that some of these activities will be cancelled for the fall semester.

### Computer and Career Labs

This fall, we will re-open the computer labs and the Knight campus career lab. There will be protocols to follow when a student uses the lab. The college may develop additional requirements that will be communicated to students when the semester begins. Labs will:

- Establish protocols for ingress & egress from the lab, with hand sanitizing stations available .
- Require face coverings.
- Establish 6ft distance between workstations throughout the lab.
- Increased cleaning between each use.
- Disinfect the laboratory & equipment during off-hours and between classes, as needed.

### All Other Staff

With the limited re-opening of our campuses this fall, all other staff will be returning to campus with modified operations. Supervisors are being asked to plan for a return to campus based on their number of staff and specific work area conditions, with the goal of maintaining operations that are efficient and responsive.

The plans developed by supervisors may contain the following strategies: alternate work days to reduce the number of staff on campus on any given day, change in work location, changes to the work schedule, installation of barriers. Interactions that require face-to-face exchanges will be

the priority for the use of plexiglass barriers. Any changes to employees working conditions would be made in a manner consistent with the respective collective bargaining agreement or otherwise agreed to with the representing union.

## Human Resources

Currently, CCRI is working under the Department of Administration Teleworking (Remote Work) Policy which was put in place to address the Governor's recommendation that an option to work from home, where feasible, be allowed during the pandemic. CCRI plans to continue remote work in some fashion for the fall semester. However, as we enter new stages in the reopening process, we will be asking our employees to return to campus for work.

Employees will be required to maintain social distancing while on campus which will result in new ways of conducting business:

- Employees may be relocated to another workstation for a period of time when social distancing cannot be maintained within a shared office.
- There will be new occupancy limits for shared spaces based on social distancing and maximum gathering limits. Gatherings should only occur if there is college business that must be done face-to-face and there are no other options, such as Webex or Zoom.
- All staff and faculty will be asked to eat lunch at their work station to limit interactions with others.
- Faculty and staff must adhere to modified traffic patterns that may be instituted in buildings and hallways; building entry points will be limited.
- Employees will be provided access to cleaning materials and will be asked to wipe down their personal workspace at least once a day.
- Employees will be strongly encouraged to use electronic document sharing and transfer as we have done through much of the spring. They are strongly discouraged from using shared equipment (i.e., copiers, scanners, etc.) which must be cleaned by the employee after each use. Employees are strongly discouraged from using public microwaves and refrigerators which must be cleaned by the employee after each use.
- Employees will be asked to empty their office trash and recycle bins into a collection point in the common areas of the building.
- Individuals on campus will be required to keep record of their activity on campus including visited spaces and staff, faculty, and/or student interaction. This can be a personal written record or kept utilizing a contact tracing application such as [Crush Covid Rhode Island](#) or others.
- Employees should continue to use video conferencing, to the extent possible, with off campus constituents, or vendors.
- Should someone report that they became ill while at work or report that they have been in contact with an infected person, that individual must immediately leave campus and

contact their medical provider. The location will be immediately cleaned per CDC guidelines. Human Resources will assist the individual with other resources at their disposal remotely.

- If an employee has an underlying medical condition which could be exacerbated by wearing a mask, the individual will need to provide Human Resources with documentation from a medical provider prior to coming to campus for the first time.
- If an employee has an underlying medical condition or lives with someone who is at greater risk of severe illness if they contract COVID-19 and would prefer to work remotely, they will need to provide Human Resources with documentation from a medical provider who will then consult with the employee's supervisor regarding the possibility of working remotely.

Human Resources will utilize a robust communications strategy, including email communications and periodic remote training sessions to communicate the requirements with employees. It will also distribute the college's COVID-19 policy (under development).

Guidelines may change as necessitated by public health guidelines and the campus' operational needs.

## Supplies

CCRI has identified the supplies it requires to maintain clean buildings per the CDC and RIDOH guidelines. We are also purchasing six new electrostatic sprayers to assist with disinfecting spaces between each use and sufficient cleaning supplies for individual offices. Due to the extensive demand on these supplies nationally and globally, we are experiencing some delay in securing supplies. Our ability to follow the CDC guidelines for cleaning and disinfecting is a key factor in re-opening our campuses.

## Persons with Mobility Challenges

In Warwick, persons with disabilities can park in designated handicap parking spots in the rear of the main structure. In addition, the short term parking lot will be utilized for handicap parking only. Persons with disabilities will enter the campus through the ground floor ramp entrance, located between the theater and the main building under the "overhang." This location will give disabled persons immediate access to the elevators on the ground floor. Alternatively, one can be dropped off in front of the entrance.

In Lincoln, persons with disabilities can park in designated handicap parking spots in the the Admin Lot and enter the building through Entrance "B" which provides easy access to an elevator.

In Providence, persons with disabilities can park in designated handicap parking spots closest to Entrance A and enter the building through Entrance “A,” which provides easy access to an elevator.

In Newport, persons with disabilities can park in designated handicap parking closest to the main entrance which provides east access to an elevator

Elevator capacity on each campus will be limited to two people with priority given to individuals with mobility challenges. Signage regarding elevator use will be posted both outside and inside the cab.

## Other Considerations

### *Plan for Outbreak on Campus*

Should CCRI experience an outbreak, meaning two members of our community tested positive for COVID-19, we would work with RIDOH to determine if the people in question had any possible contact by virtue of their roles at the college (worked/took classes on the same campus, had shared use of a bathroom, etc.). If there was a possible connection related to a campus, we would consult with the Department of Health to determine the appropriate response given the actual circumstances and close the building temporarily for a thorough cleaning per CDC and RIDOH guidelines.

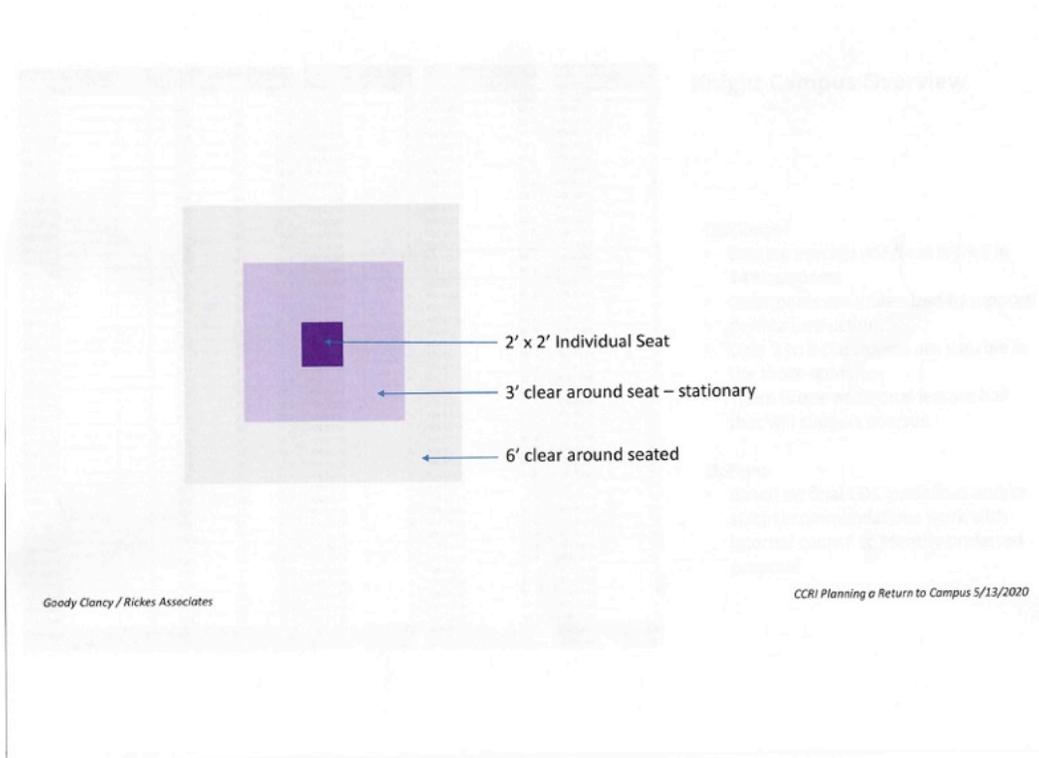
### *Point person and COVID-19 Re-Opening Plan Committee*

- Alix Ogden, Associate Vice President, Administration (lead)
- Vice President for Student Affairs and Chief Outcomes Officer, Sara Enright
- Vice President for Academic Affairs, Rosemary Costigan
- Vice President for Finance and Strategy, Kristen Albritton
- Chief of Police, Sean Collins
- Associate Vice President for Impact and Institutional Effectiveness, Greg LaPointe
- Associate Vice President for Institutional Advancement, Bobby Gondola
- Dean of Students, Michael Cunningham
- Director of Marketing and Communications, Amy Kempe
- Director of Human Resources, Sybil Bailey
- Director of Facilities, Ken McCabe
- Executive Director of Workforce Partnerships, Tekla Moquin
- Executive Director of Workforce Operations, Jaime Nash

*Testing point person:* Terri-Ann Milligan  
[tamilligan@ccri.edu](mailto:tamilligan@ccri.edu)

Updated August 13, 2020

## APPENDIX A: Adjusted Classroom Capacity



The figure above is a representation of a student sitting on a chair to achieve six feet of space around the individual.

Updated

**KNIGHT CAMPUS**

General-Classrooms	Count	Existing	ASF/Seat	Room	Capacity	12 Seats/room	ASF/seat	65 ASF/Seat	Room	Capacity
KN 4076	1	752	27	KN 4076	9	KN 4076	52.7	KN 4076	12	12
KN 6002	1	679	28	KN 6002	8	KN 6002	54.9	KN 6002	10	10
KN 6004	1	659	34	KN 6004	8	KN 6004	50.7	KN 6004	9	9
KN 6006	1	609	34	KN 6006	8	KN 6006	52.0	KN 6006	10	10
KN 6008	1	631	29	KN 6008	7	KN 6010	48.9	KN 6010	9	9
KN 6010	1	586	32	KN 6010	8	KN 6012	53.3	KN 6012	10	10
KN 6012	1	639	34	KN 6012	8	KN 6014	49.5	KN 6014	9	9
KN 6014	1	594	37	KN 6014	8	KN 6016	50.5	KN 6018	9	9
KN 6016	1	638	32	KN 6016	8	KN 6018	56.2	KN 6020	10	10
KN 6018	1	606	31	KN 6018	8	KN 6056	51.3	KN 6056	9	9
KN 6020	1	674	33	KN 6020	8	KN 6058	51.3	KN 6058	9	9
KN 6056	1	618	32	KN 6056	8	KN 6060	58.9	KN 6060	18	18
KN 6058	1	618	32	KN 6058	8	KN 6062	57	KN 6062	18	18
KN 6060	1	1,187	61	KN 6060	15	KN 6064	51.3	KN 6064	9	9
KN 6062	1	1,187	67	KN 6062	15	KN 6066	50.7	KN 6104	9	9
KN 6064	1	616	36	KN 6064	8	KN 6106	50.9	KN 6108	9	9
KN 6066	1	616	31	KN 6066	8	KN 6112	50.7	KN 6112	9	9
KN 6104	1	608	33	KN 6104	8	KN 6114	50.9	KN 6114	9	9
KN 6106	1	611	30	KN 6106	8	KN 6116	52.2	KN 6116	10	10
KN 6108	1	611	36	KN 6108	8	KN 6204	51.5	KN 6204	10	10
KN 6112	1	609	38	KN 6112	8	KN 6206	51.5	KN 6206	10	10
KN 6114	1	611	36	KN 6114	8	KN 6212	51.5	KN 6212	10	10
KN 6116	1	611	31	KN 6116	8	KN 6214	51.5	KN 6214	10	10
KN 6118	1	626	34	KN 6118	8	KN 6216	51.5	KN 6216	10	10
KN 6204	1	618	35	KN 6204	8	KN 6218	52.2	KN 6218	10	10
KN 6206	1	618	32	KN 6206	8	KN 6306	51.5	KN 6306	10	10
KN 6212	1	618	26	KN 6212	8	KN 6308	54.3	KN 6312	10	10
KN 6214	1	618	36	KN 6214	8	KN 6314	51.5	KN 6314	10	10
KN 6216	1	618	37	KN 6216	8	KN 6316	51.8	KN 6412	10	10
KN 6218	1	626	34	KN 6218	8	KN 6414	51.8	KN 6414	10	10
KN 6306	1	618	26	KN 6306	8	KN 6416	51.8	KN 6416	10	10
KN 6308	1	621	32	KN 6308	8	KN 6418	51.8	KN 6418	10	10
KN 6312	1	652	29	KN 6312	8	KN 6536	51.3	KN 6536	9	9
KN 6314	1	618	33	KN 6314	8	KN 6542	51.3	KN 6542	9	9
KN 6316	1	621	33	KN 6316	8	KN 6544	51.3	KN 6544	9	9
KN 6412	1	621	38	KN 6412	8	KN 6546	42.0	KN 6546	8	8
KN 6414	1	621	22	KN 6414	8					
KN 6416	1	621	40	KN 6416	8					
KN 6418	1	621	31	KN 6418	8					
KN 6536	1	616	27	KN 6536	8					
KN 6538	1	616	25	KN 6538	8					
KN 6542	1	616	26	KN 6542	8					
KN 6544	1	616	30	KN 6544	8					
KN 6546	1	504	29	KN 6546	8					
<b>Subtotal</b>	<b>44</b>	<b>28,488</b>	<b>1,461</b>	<b>Subtotal</b>	<b>363</b>	<b>Subtotal</b>	<b>438</b>	<b>Subtotal</b>	<b>438</b>	<b>438</b>
<b>Revised Useable</b>				<b>2 rooms</b>	<b>30</b>	<b>3 rooms</b>		<b>3 rooms</b>		<b>48</b>

**Knight Campus Overview**

**Challenges**

- Existing average ASF/Seat is 19.5 in 44 classrooms
- Classrooms are undersized to support flexible instruction.
- Only 2 to 3 classrooms are useable in the three scenarios
- There is one additional lecture hall that will support courses

**Options**

- Based on final CDC guidelines and/or state recommendations work with internal council to identify preferred proposal.

Updated Aug

LINCOLN CAMPUS

Summary

Planagan	Count	Existing			80 ASF/Seat		12 Seats/room	
		ASF	Seats	ASF/seat	Room	Capacity	Room	ASF/seat
General-Classrooms								
FL 1156	1	733	32	22.9	FL 1156	9	FL 1156	61.1
FL 1164	1	733	32	22.9	FL 1164	9	FL 1164	61.1
FL 1166	1	731	43	17.0	FL 1166	9	FL 1166	60.9
FL 1234	1	543	29	18.7	FL 1234	7	FL 1234	46.3
FL 1236	1	551	25	22.0	FL 1236	7	FL 1236	45.9
FL 1531	1	750	35	21.4	FL 1531	9	FL 1531	62.5
FL 1533	1	750	35	21.4	FL 1533	9	FL 1533	62.5
FL 1549	1	650	20	32.5	FL 1549	8	FL 1549	54.2
FL 1550	1	1,250	39	32.1	FL 1550	16	FL 1550	104.2
FL 1551	1	750	32	23.4	FL 1551	9	FL 1551	62.5
FL 1553	1	750	32	23.4	FL 1553	9	FL 1553	62.5
FL 1554	1	500	20	25.0	FL 1554	6	FL 1554	41.7
FL 1557	1	750	32	23.4	FL 1557	9	FL 1557	62.5
FL 2158	1	750	32	23.4	FL 2158	9	FL 2158	62.5
FL 2160	1	750	32	23.4	FL 2160	9	FL 2160	62.5
FL 2162	1	750	32	23.4	FL 2162	9	FL 2162	62.5
FL 2166	1	750	32	23.4	FL 2166	9	FL 2166	62.5
FL 2240	1	571	32	17.8	FL 2240	7	FL 2240	47.6
FL 2531	1	750	25	30.0	FL 2531	9	FL 2531	62.5
FL 2533	1	750	32	23.4	FL 2533	9	FL 2533	62.5
FL 2535	1	750	34	22.1	FL 2535	9	FL 2535	62.5
FL 2561	1	750	32	23.4	FL 2561	9	FL 2561	62.5
FL 2563	1	750	32	23.4	FL 2563	9	FL 2563	62.5
FL 2567	1	750	32	23.4	FL 2567	9	FL 2567	62.5
<b>Subtotal</b>	<b>24</b>	<b>17,512</b>	<b>753</b>		<b>Subtotal</b>	<b>213</b>	<b>Subtotal</b>	
<b>Useable</b>					<b>1 room</b>	<b>16</b>	<b>19 rooms</b>	

Applying 65 ASF/student provides CCRI with upwards of 19 relatively viable spaces with associated caveats such as reduced mobility within the space and defined loading and unloading, for example.

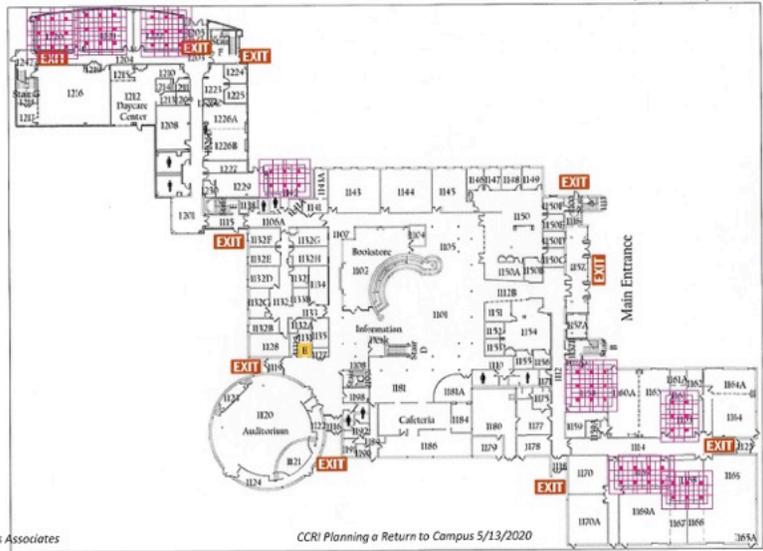
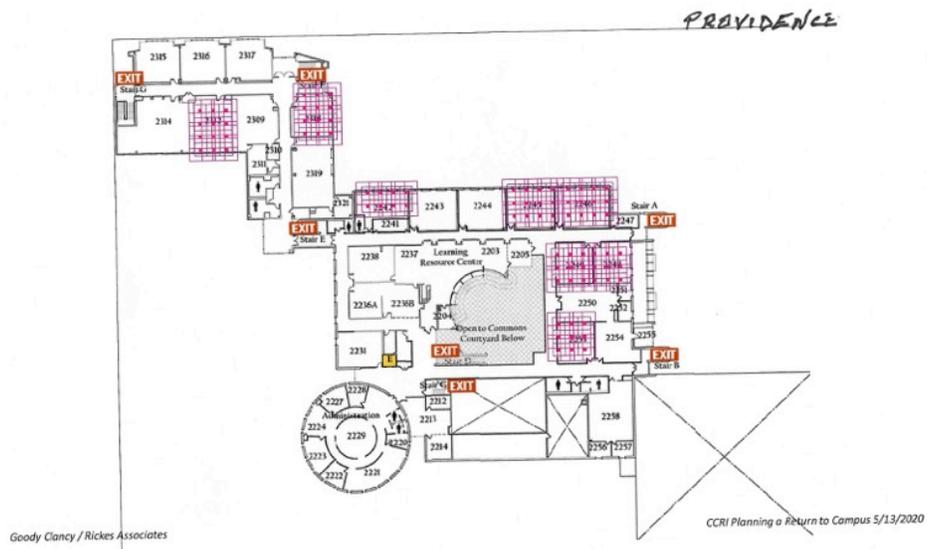
This will also support CCRI's approach of 12 seats per classroom for on-campus students / face-to-face meetings while also including 12 on-line students simultaneously.

Specialized spaces will need a more detailed test fit and discussion with existing instructors on flow and process.

Specialized Space

Room	Type	Discipline	Rooms	ASF	Existing Seats	ASF/seat	Capacity: 80 ASF/seat	Capacity: 65 ASF/seat	# Seats: 50%	ASF per Seat: 50% Seat Capacity	ASF per Seat: 12 Seats per Room	To be confirmed by layout and flow
FL 2431	Dry/Fixed	Computer Lab, Mac	1	525	20	26.3	7	8	10	52.5	43.8	7 to 8
FL 1160	Dry/Fixed	Computer Lab, PC	1	733	20	36.7	9	11	10	73.3	61.1	9 to 12
FL 1162	Dry/Fixed	Computer Lab, PC	1	733	20	36.7	9	11	10	73.3	61.1	9 to 12
FL 2304	Dry/Fixed	Computer Lab, PC	1	750	24	31.3	9	12	12	62.5	62.5	9 to 12
FL 2306	Dry/Fixed	Computer Lab, PC	1	536	20	26.8	7	8	10	53.6	44.7	7 to 8
FL 2433	Dry/Fixed	Computer Lab, PC	1	566	20	28.3	7	9	10	56.6	47.2	7 to 9
FL 2434	Dry/Fixed	Computer Lab, PC	1	860	28	30.7	11	13	14	81.4	71.7	11 to 14
FL 2538	Dry/Fixed	Medical Lab Technology (MLTC) Lab	1	1,250	24	52.1	16	19	12	104.2	104.2	2 sections of 12
FL 2559	Dry/Fixed	Respiratory Lab	1	625	8	78.1	8	10	4	156.3	52.1	
FL 1167	Dry/Fixed	XRAY Lab/Classroom	1	750	26	28.8	9	12	13	57.7	62.5	9 to 12
FL 1536	Dry/Flat	Art, Drawing Studio	1	1,250	16	78.1	16	19	8	156.3	104.2	8 to 16 or other use
FL 1534	Dry/Flat	Art, General Studio	1	379	16	23.7	5	6	8	47.4	31.6	
FL 1537	Dry/Flat	Art, Visual Art Studio	1	750	15	50.0	9	12	8	100.0	62.5	8 to 12 or other use
FL 1430	Dry/Flat	Band Room	1	1,779	36	49.4	22	27	18	98.8	148.3	Other Use
FL 1430	Dry/Flat	Dance Studio	1	834	20	41.7	10	13	10	83.4	69.5	Other Use
FL 2529	Dry/Flat	Reading & Study Skills Lab	1	750	20	37.5	9	12	10	75.0	62.5	9 to 12
FL 1532	Wet/Fixed	Art, Ceramics Studio	1	1,250	16	78.1	16	19	8	156.3	104.2	
FL 1521	Wet/Fixed	Art, Photo Lab	1	625	10	62.5	8	10	5	125.0	52.1	
FL 2560	Wet/Fixed	Biology Lab	1	1,000	24	41.7	13	15	12	83.3	83.3	2 sections of 12
FL 2562	Wet/Fixed	Biology Lab	1	1,000	24	41.7	13	15	12	83.3	83.3	2 sections of 12
FL 2564	Wet/Fixed	Biology Lab	1	1,000	24	41.7	13	15	12	83.3	83.3	2 sections of 12
FL 2566	Wet/Fixed	Biology Lab	1	1,000	24	41.7	13	15	12	83.3	83.3	2 sections of 12
FL 2530	Wet/Fixed	Chemistry Lab	1	1,115	24	46.5	14	17	12	92.9	62.5	2 sections of 12
FL 2532	Wet/Fixed	Chemistry Lab	1	1,250	24	52.1	16	19	12	104.2	104.2	2 sections of 12
FL 2534	Wet/Fixed	Physics/Astronomy Lab	1	1,250	24	52.1	16	19	12	104.2	104.2	2 sections of 12
FL 2537	Wet/Fixed	Phy/Astron/Geo/Ocean Lab	1	750	16	46.9	9	12	8	93.8	62.5	8 to 12
FL 1115	Wet/Fixed	Sonography	1	556	15	37.1	7	9	8	74.1	46.3	7 to 9
<b>Planagan</b>			<b>27</b>	<b>23,866</b>	<b>558</b>		<b>301</b>	<b>367</b>	<b>279</b>			

# PROVIDENCE CAMPUS



## NEWPORT COUNTY CAMPUS

### Newport Campus Overview

Newport	Count	Existing		80 ASF/Seat		12 Seats/room		65 ASF/Seat		
		ASF	Seats	ASF/seat	Room	Capacity	Room	ASF/seat	Room	Capacity
NE 118	1	619	32	19.3	NE 118	8	NE 118	51.6	NE 118	10
NE 119	1	619	32	19.3	NE 119	8	NE 119	51.6	NE 119	10
NE 120	1	619	32	19.3	NE 120	8	NE 120	51.6	NE 120	10
NE 121	1	683	32	21.3	NE 121	9	NE 121	56.9	NE 121	11
NE 213	1	588	30	19.6	NE 213	7	NE 213	49.0	NE 213	9
NE 214	1	588	30	19.6	NE 214	7	NE 214	49.0	NE 214	9
NE 215	1	588	30	19.6	NE 215	7	NE 215	49.0	NE 215	9
NE 217	1	588	30	19.6	NE 217	7	NE 217	49.0	NE 217	9
NE 218	1	588	30	19.6	NE 218	7	NE 218	49.0	NE 218	9
NE 220	1	588	30	19.6	NE 220	7	NE 220	49.0	NE 220	9
NE 222	1	588	30	19.6	NE 222	7	NE 222	49.0	NE 222	9
NE 223	1	392	18	21.8	NE 223	5	NE 223	32.7	NE 223	6
NE 224	1	588	30	19.6	NE 224	7	NE 224	49.0	NE 224	9
<b>Subtotal</b>	<b>13</b>	<b>7,636</b>	<b>386</b>		<b>Subtotal</b>	<b>94</b>	<b>Subtotal</b>		<b>Subtotal</b>	<b>119</b>
<b>Useable</b>	<b>13</b>	<b>7,636</b>	<b>386</b>		<b>0 rooms</b>	<b>-</b>	<b>0 rooms</b>		<b>1 room</b>	<b>11</b>

- Classrooms are undersized to support flexible instruction
- Only one classroom may be useable in the three scenarios
- There is one additional lecture hall that will support some courses

#### Additional Option

- Newport 118/119/120/121 form a "quad classrooms" with dividable walls. Combined into one space (2,540 ASF) would support 32 to 40 student courses in a flat-floor format
- Other?

Updated AUG

**APPENDIX B:**  
**Health and Rehabilitative Sciences**  
**(Previously Reviewed by RIDOH)**

CCRI Health and Rehabilitative Sciences has been working to develop a detailed plan for having students return to campus for lab practice. This plan will allow students to return to campus in a safe and effective way and complete required competencies for graduation

1. Entry and Exit of laboratory space
  - a. Entry to laboratory space will be regulated and monitored. Before entering the lab space, sanitize your hands and complete a health verification form with temperature reading. A lab instructor will review the information for entrance into the lab.
  - b. All students are required to vacate college premises immediately upon completing their lab.
2. Social Distancing Expectations within the lab space
  - a. Proper hand washing procedures and hand sanitizer use are expected for each student before, during and after lab sessions
  - b. Students will follow spacing demarcation on floor for physical distancing guidelines, while maintaining a minimum of 6 feet of separation from other individuals.
3. PPE Required
  - a. Face masks/coverings must be worn by any person entering the college and remain in place until exiting the campus
  - b. Specific programs may require additional PPE
    - i. For example, Dental and Rehab. Health may require N95 masks, face shields, gowns, gloves and shoe coverings for direct contact with other students/community members when performing person-to-person instruction
4. Restroom Usage
  - a. Restrooms usage should ensure physical distancing is achieved. This may require monitoring one student at a time, within the occupied lab
5. Laboratory Cleaning Protocols
  - a. Enhanced cleaning protocols are in place within the laboratory space (e.g., door handles, light switches, lab equipment and flat surfaces such as tables,). Hand sanitizer dispensers will be placed at entrance of each laboratory
  - b. If an individual in a lab space tests positive for COVID-19, the immediate space(s) in which the positive person was in will be deep-cleaned based on CDC protocols and will be re-opened once sanitized.

**HEALTH AND REHAB SCIENCE Lab Space**

Campus	Program	Room #	Square Footage	Instructor – Student Ratio	Potential Additional PPE Usage (Face coverings mandatory for all programs)
Warwick	Nursing	6560 – Nursing Lab	1700	1 to 4	2-ply face masks and gloves
Lincoln	Dental	1161 – Dental Clinic Space	1,900	1 to 3	Full PPE (Cap, face shield, N95, gown, booties)
	Dental	1161 – Front desk & sterilization area	551	1 to 3	2-ply face masks and gloves
	Dental	1163 – Dental Assisting Lab and Radiography	1,175	1 to 3	Full PPE (Cap, face shield, N95, gown, booties)
	Radiography	1167 – Radiography Lab	20 x 30 600 sq. ft.	1 to 3	2-ply face masks and gloves
	Nursing	2161 – Sim Lab	2500	2-3 (in control room) to 4 (in simulation)	2-ply face masks and gloves
	Nursing	2163 – Nursing Lab	2450	1 to 4	2-ply face masks and gloves
Providence	Nursing	2314 – Nursing Lab	1348	1 to 4	2-ply face masks and gloves
Newport	Nursing	114 – Nursing Lab	1050	1 to 4	2-ply face masks and gloves
	Physical Therapist’s Asst.	112 (for PTA)	1,200	1 to 8	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves
	Occupational Therapy Asst.	112 (for OTA)	1,200	1 to 10	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves
	Physical Therapist’s Asst.	113 (for PTA)	1,200	1 to 8	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves
	Occupational Therapy Asst.	113 (for OTA)	1,200	1 to 10	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves
	Physical Therapist’s Asst.	115 (for PTA)	1,200	1 to 7	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves

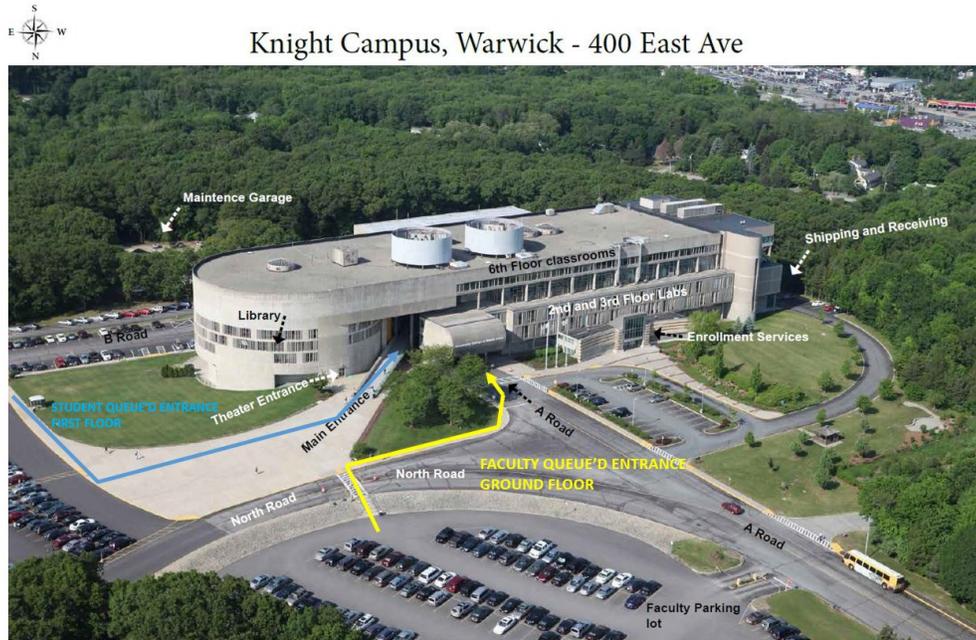
**APPENDIX C:**  
**Capacity of Common Spaces Based on an 80SF perimeter around each individual**

Should CCRI use any classroom, we would adhere to these room capacities with adjustments to ensure circulation in and out of room.

		NSF of Room	Population at 80s.f./seat
<b>Flanagan</b>			
FL 1122A	410: Study Room - Testing Room	365	5
FL 2410	410: Study Room	840	11
FL 2646	410: Study Room	404	5
FL 3300	430: Open-Stack Study Room	10,787	135
FL 3708	410: Study Room	415	5
FL 3156	Common	2738	34
			194
<b>Knight</b>			
KN 3019	410: Study Room	146	2
KN 4520	430: Open-Stack Study Room	2,876	36
KN 4530	430: Open-Stack Study Room	1,777	22
KN 4540	430: Open-Stack Study Room	967	12
KN 5550	430: Open-Stack Study Room	771	10
KN 6570	430: Open-Stack Study Room	1,030	13
KN 1300	Common	10,428	130
			225
<b>Liston</b>			
PV 2203	430: Open-Stack Study Room	357	4
PV 2237	430: Open-Stack Study Room	2,100	26
PV 1101	Common	4,561	57
PV 1181	Common	1,615	20
			108
<b>Newport</b>			
NE 115A	410: Study Room	662	8
NE 250	430: Open-Stack Study Room	1,749	22
NE 136	Common	3,063	38
			6

## APPENDIX D: CCRI Designated Entrances

### Knight Campus Designated Entrances and Parking Lots



### Flanagan Campus Designated Entrances and Parking Lots



## Providence Campus Designated Entrances and Parking Lots



Light blue arrow – Entrance E, faculty and staff  
Dark blue arrow – Main entrance, students

Use of Entrance E for parents to drop off and pick up students. Student capacity and operating times to be determined per the Governor's and RIDOH recommendations.

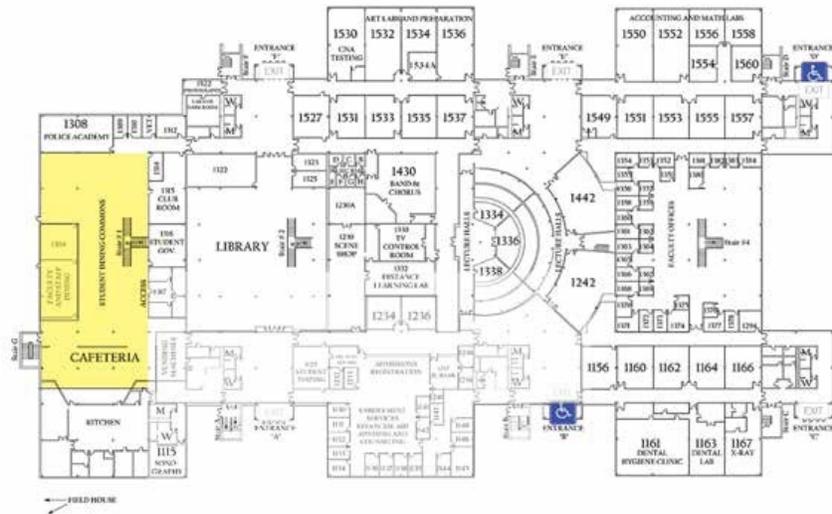
### **Newport Campus Designated Entrances and Parking Lot**

The only entrance for faculty/staff/students will be the main entrance off of John H. Chafee Blvd. (A Side). This will require proper signage and 6 ft. marking along both sides of the sidewalk and through kiosk areas.

Updated August 13, 2020



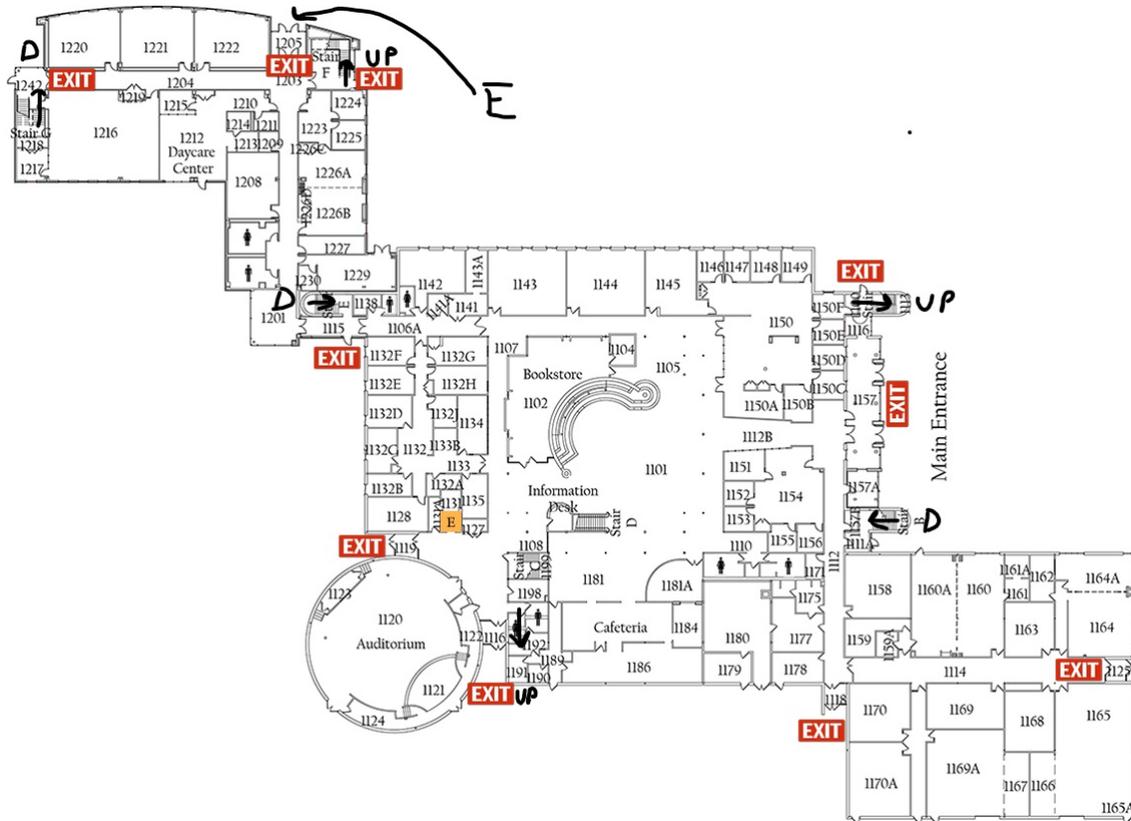
## Flanagan Stairway Circulation Plan



Staircases: All will be open. They will have signage and markings (floor tape) dividing the staircases in half. Occupants will be required to stay and walk on the right side.

Hallways: All will be open. They will have signage and markings (floor tape) dividing the hallways in half. Occupants will be required to stay and walk on the right side.

## Liston Stairway Circulation Plan

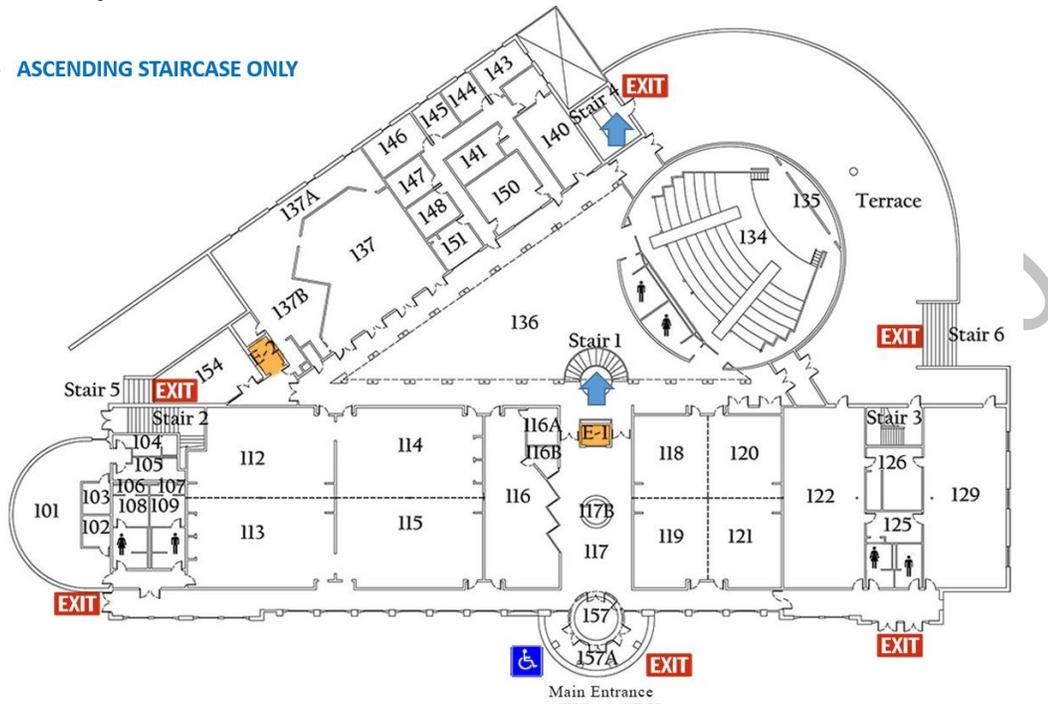


**Staircases:** There are seven interior stairways. The large one in the atrium is the primary walkway to the second floor, and this stairway will be marked for up and down directions. The other stairwells are narrower and will be marked for a single direction.

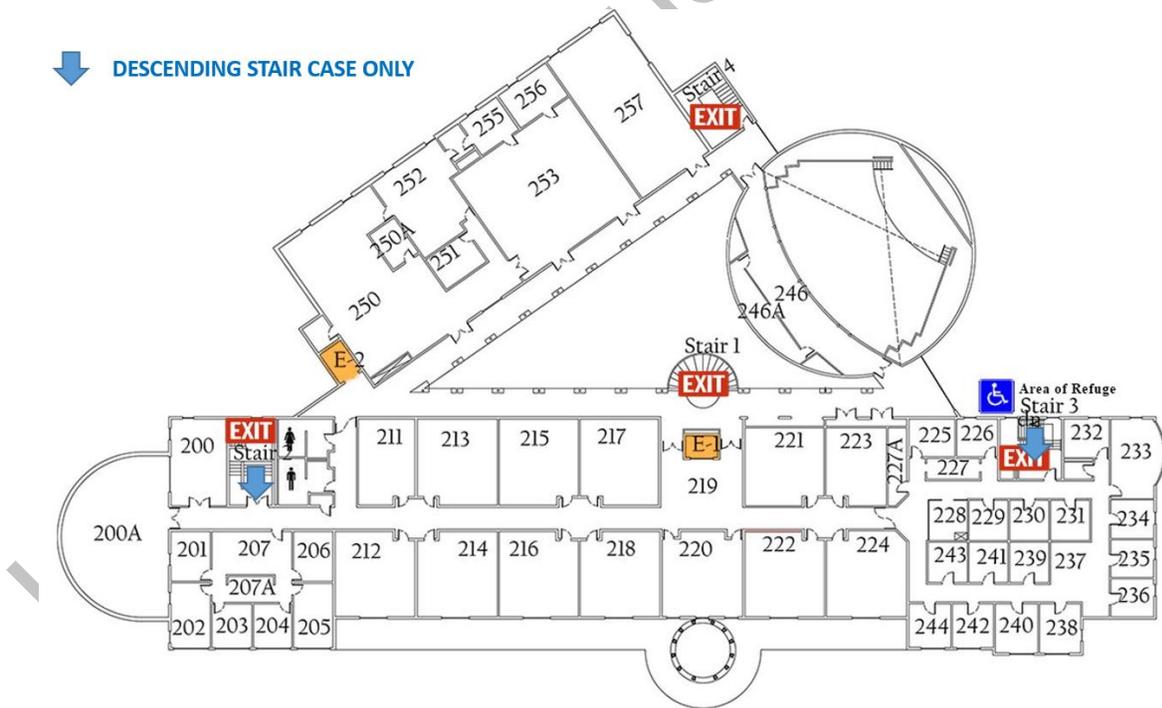
**Hallways:** The hallways are wide enough for two-way traffic; directional arrows will be posted on the walls and floors, as well as reminders to “Maintain social distance.”

### Newport Stairway Circulation Plan

↑ ASCENDING STAIRCASE ONLY



↓ DESCENDING STAIR CASE ONLY



Staircases: Stairways 1 and 4 for ascending traffic only. Stairways 2 and 3 for descending traffic only.

Hallways: The hallways are wide enough for two-way traffic, directional arrows will be posted on the walls and floors, as well as reminders to “Maintain social distance.”

### APPENDIX F:

**Aramark Plan**

((Aramark is CCRI's food service vendor. Plan provided under separate cover to RIDOH))

Updated August 13, 2020

## APPENDIX G: CCRI Food Services

- Dining service at the Knight and Flanagan campuses will be a grab-and-go model with pre-packaged items only, in addition to vending machine offerings. Newport County Campus is already a grab-and-go-model. Due to the inability to transform the Liston campus dining area to a grab-and-go model, food service will initially be limited to vending machine offerings only.
- Circulation flow will be proscribed and limited.
- Social distancing protocols will be maintained through floor markings.
- Transactions will be conducted behind an acrylic barrier.

### Knight Campus Dining Services Circulation Flow



### Flanagan Campus Dining Services Circulation Flow



Updated August

**APPENDIX H:  
Division of Workforce Partnerships**

The Division of Workforce Partnerships will adhere to all previously mentioned guidelines and processes for all classes and students on campus. Below is an outline of courses or programs that require additional measures or different processes given the nature of the course or program offered. For all divisional courses or programs offered off-site such as those in partnership with employers, the Division will adhere to approved plans for that specific facility.

Campus	Program	Room #	Hours Required of Student	Instructor to Student Ratio	Potential Additional PPE Usage (Face coverings mandatory for all programs)
Lincoln	CNA Training	FL 1530 – CNA Lab	24 hours: 6 sessions of 4 hrs ea.	1 to 10	Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves. Equipment and bed linens will be cleaned after each use.
Lincoln	CNA State Testing (skills only)	FL 1530 – CNA Lab	1.5 hours	1 to 2 (at a time)	Pearson Vue Test: Student-to-Student Contact: Face shield/goggles, 2-ply face masks, gown, gloves. Some skill tests have been modified or eliminated by Pearson Vue. Equipment and bed linens will be cleaned after each use.
Lincoln/ Providence	GED Testing	FL 2120 PV 1170 & 1170(A)	1–7 hours: 1 – 4 sessions of varying times	1 to 8	Pearson Vue Test: Workstations, Technology and students materials provided (ex. Calculator) will be sanitized by the proctor after each use. Students are required to remove mask at check-in for inspection and photo.
Lincoln/ Warwick	Motorcycle Training (range only)	Outside – Motorcycle Range	10 hours: 2 sessions of 5 hrs ea.	2 to 12	Instructors will clean and sanitize bikes at the end of each session. Social distancing can be adhered to most of the time except in some circumstances that require 1:1 instruction or demonstration. Students will not be allowed to enter campus.
Quonset CDL Range	CDL Testing (skills portion only)	Outside – CDL Range and Trailer	45 minutes	1 to 6	DMV: Currently working to resume operations; DMV will need to seek FMCSA approval for any alterations to current process. Testing on trucks will require close contact unless alternative measures are approved.