Phases are recommendations taken from state and local government, as well as national COVID-19 expert organizations. Movement between phases may occur if communities that house Nashville State Community College campuses experience guidance to do so. The number of people allowed to gather in groups in each phase may also change. Adjustments to this plan will be made accordingly as updated information is received.

**Guiding Principles:** Nashville State’s priority is the safety of our students, faculty, and staff while carrying out our mission.

- We will follow applicable Centers for Disease Control and Prevention, state and local health guidelines.
- We will evaluate and implement health and safety measures to support the phased return.
- We will be flexible to address new situations and changes in requirements, guidelines and best practices.

**Phase 1:** Designated staff on campus. Urgent student matters permitted on campus by Presidential approval.

- Prior approval required to be on campus.
- Wellness check required.
- Cloth face coverings/masks required.
- Maintain social distancing of 6-feet whenever possible.
- No gatherings larger than 10 people.
- Buildings locked.

Task Force recommends that all NSCC campuses can enter Phase 2 once internal processes and procedures are in place to safely accommodate students.
**Phase 2:** Designated staff on campus. Students on campus by appointment. Students enrolled in on-campus, face-to-face class will not have to make an appointment to attend class. Students to contact departments directly to make an appointment.

- Prior approval required to be on campus. If attending a face-to-face class, no appointment is needed.
- Amount of designated staff may change on a daily basis to meet student appointment needs.
- Wellness check required.
- Cloth face coverings/masks required.
- Maintain social distancing of 6-feet whenever possible.
- No gatherings larger than 25 people.
- Buildings locked.

Task Force recommends individual campuses move to Phase 3 when the state and local guidance in which the campus resides recommends that restaurant occupancy can hit 50%.

**Visitor's procedure to ensure a safe and supportive environment for students and Nashville State employees:**

Students/prospective students will be allowed to have one guest with them on campus to attend a previously scheduled appointment with the Student Services offices or during the Walk-in hours. Students attending class, taking a test in the Testing Center, using the library, computer lab or zoom room are not allowed to bring any guests to campus. Students with an approved accommodation from the Access Center that requires a guest or guests on campus are excluded from this visitor’s policy.

Students/prospective students arriving on campus with more than one guest:

- If an additional minor- Security will contact the Student Services office to verify that they can safely accommodate the additional guest. If no, student/prospective student will have to reschedule appointment.
- If an additional adult- one of the guests will be allowed to wait in a pre-determined space near the Security entrance.

All students and guests are required to follow Nashville State COVID-19 safety guidelines during their time on campus.
**Phase 3:** Employees on campus, unless there is an accommodation approved by Human Resources to continue working remotely. Faculty on campus as designated by institutional need. Students and visitors needing assistance are encouraged to make an appointment. Students enrolled in on-campus, face-to-face class will not have to make an appointment to attend class. Employees on campus working Monday-Friday.

- Students, visitors, and vendors required to enter the White Bridge campus through the Student Services (S) or Weld (W) buildings. If attending a face-to-face class, no appointment needed.
- Cloth face coverings/masks required.
- Maintain social distancing according to CDC guidelines.
- No gatherings larger than 50 people.
- Limited building access for employee use.

Task Force recommends individual campuses move to Phase 4 after adequate internal adjustments to staffing and protocols have been met during Phase 3.

**Visitor's procedure to ensure a safe and supportive environment for students and Nashville State employees:**

Students/prospective students will be allowed to have one guest with them on campus to attend a previously scheduled appointment with the Student Services offices or during the Walk-in hours. Students attending class, taking a test in the Testing Center, using the library, computer lab or zoom room are not allowed to bring any guests to campus. Students with an approved accommodation from the Access Center that requires a guest or guests on campus are excluded from this visitor’s policy.

**Students/prospective students arriving on campus with more than one guest:**

- If an additional minor- Security will contact the Student Services office to verify that they can safely accommodate the additional guest. If no, student/prospective student will have to reschedule appointment.
- If an additional adult- one of the guests will be allowed to wait in a pre-determined space near the Security entrance.

All students and guests are required to follow Nashville State COVID-19 safety guidelines during their time on campus.
**Phase 4**: All employees on campus, unless there is an approved accommodation by Human Resources. No student appointments necessary to access campus.

- No student, visitor, or vendor prior approval needed to be on campus.
- Nashville State Community College prefers that masks continue to be worn by everyone regardless of vaccination status. Masks are required indoors when social distancing is not possible, including classroom settings, meetings, and common areas, masks will be required. No gatherings larger than 100 people.
- Buildings unlocked.
- Students and visitors may enter (though not required) the White Bridge campus through the welcome check-in at Weld (W) building and Student Services (S) building for helpful assistance. For extended campuses, use main entry. Individuals who are feeling ill, with common COVID-19 symptoms or other symptoms, or who have been exposed to or diagnosed with COVID-19, should not come to campus.

Notes: Social distancing will be determined by a holistic review of indicators including, positivity rate of cases in middle Tennessee, percentage of residents who have received the vaccine in Nashville, and CDC recommendations.

Task Force recommends individual campuses move to Phase 5 when the state and local guidance in which the campus resides removes all restriction recommendations on businesses.

**Phase 5**: No social distancing restrictions. Campus open to external group use.