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# LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
LCTCS President

**FROM:** Joseph F. Marin <sup>APA</sup>  
Chief Operations Officer

**DATE:** July 17, 2020

**RE:** Policy #4.012 "Measures in Response to COVID-19"

**APPROVED**  
*slk 7/22/20*  
LCTCS BOARD OF SUPERVISORS

### FOR BOARD ACTION

**Recommendation:** Staff recommends that the Board approve Policy #4.012 titled "Measures in Response to COVID-19" in compliance with Act 9 of the 1<sup>st</sup> Extraordinary Legislative Session of 2020.

**Background:** Since March 2020, all higher education entities took measures to limit the exposure of students, employees, and visitors to COVID-19 by transitioning to online delivery instructional measures while staff moved to working remotely. Similar measures were taken by other public and private bodies as no single facet of life was not impacted by the virus. Consequently, given the interest in preventative measures for combating the spread of COVID-19, Act 9 of the 1<sup>st</sup> Extraordinary Legislative Session, among other items related to COVID-19, mandated that higher education management boards "adopt policies informed by the Centers for Disease Control and Prevention guidelines to provide minimum standards, policies, medical exceptions, and regulations to govern the reopening of schools for the 2020-2021 school year to ensure that students, faculty, staff, and others on school property are protected to the extent possible and practical from COVID-19." The attached proposed policy mandates that LCTCS colleges and board office are to have a team that develops plans which comply, at a minimum, with measures presented by the Centers for Disease Control and Prevention and Executive Orders related to measures to mitigate COVID-19 and to submit these plans to the office of the LCTCS system president fourteen days prior to the start of the fall 2020 semester.

**Fiscal Impact:** Approximately \$1 million to date has been expended on acquisitions and supplies by the colleges for COVID-19 mitigation measures. However, many of expenditures related to implementation of the COVID-19 measures will be covered by Federal CARES Act funds.

**History of Prior Actions:** N/A

**Benefits to the System:** The policy institutionalizes compliance with measures to help ensure the health and safety of students, employees and visitors to LCTCS facilities with regards to COVID-19.

Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

*July 22 2020*  
Date

**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**  
**Policy # 4.012**

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**Title: MEASURES IN RESPONSE TO COVID-19**

Authority: Board Action

Original Adoption: 07/22/2020

Effective Date: 07/22/2020

Last Revision: Initial

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Act 9 of the 2020 1<sup>st</sup> Extraordinary Session provides that each management board “shall adopt policies informed by the Centers for Disease Control and Prevention guidelines to provide minimum standards, policies, medical exceptions, and regulations to govern the reopening of schools for the 2020-2021 school year to ensure that students, faculty, staff, and others on school property are protected to the extent possible and practical from COVID-19.” This policy is provided to comply with the provisions of this act and shall remain in effect until such time the public declared emergency is no longer deemed in effect.

All LCTCS colleges and board office shall:

1. Appoint a committee of employees charged with the creation and implementation of measures through a plan that;
2. Given the ever changing nature of the spread of the disease combined with foreseeable technological advances in virology and immunizations for the treatment of the disease, the LCTCS and all member institutions are hereby directed to follow, at a minimum, practices and procedures that comply with measures presented by the Center for Disease Control and Prevention and/or Executive Orders issued by the State of Louisiana Executive Branch related to the COVID-19 pandemic providing for the health and welfare of students, employees, and visitors to include, but not be limited to such measures as social distancing, the use of personal protective equipment and barriers, sanitization/sterilization and other measures deemed appropriate. Additionally, LCTCS colleges are encouraged to utilize electronic delivery methods of instruction to the extent possible or practicable.
3. College plans shall be submitted to the board office to the attention of the system president no less than fourteen days prior to the beginning of the fall 2020 semester.

**Signature:** *Jessie J. Marin*

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