



March 12, 2020

Dear Faculty, Staff, and Students,

On Feb. 27, Navajo Nation President Nez and Vice-President Lizer implemented the Navajo Nation COVID-19 Preparedness Team. Dr. Jill Jim, director of Navajo Department of Health, said this declaration is an appropriate move even with no cases are confirmed on Navajo.

“We need to emphasize and advise people that there are preventable measures that we are encouraging,” said Jim. “Just being aware of not only yourself, but others around you. There is that person-to-person spread that we want to avoid as much as possible. We can prevent this.” Lizer said this is a proactive measure and to not “lend yourself to the fear.”

NTU is now in an “active response” to the threat of COVID-19 reaching our campus communities. In accordance with the Navajo Nation’s recent recommendations, we are instituting the following protocols. The NTU President and leadership team are implementing preventative strategies in the event of campus closures and asking for your support. Dr. Guy states, “The intention of these strategies is not to panic the NTU community but to offer ways that our NTU community can be prepared for the possible threat.”

The University remains open, and staff will continue to work as normal until further notice from the administration. Additional details for staff and faculty will be forthcoming, but know that your health and safety continue to come first. As we have communicated many times before, please stay home if you are sick and practice healthy hygiene. The University is also encouraging actions in the workplace that help minimize contact in large group settings. Bottles of sanitizer (Clorox spray) will be distributed to each faculty and staff member to be responsible for sanitizing their work spaces on a regular basis (beginning of the day, at the close of each class session, and times of high people traffic).

PUBLIC EVENTS: All public events are to be postponed or cancelled until further notice on main campus and all instructional sites. This includes conferences, meetings, use of the weight room, gymnasium, library and other gathering spaces open to the general public.

DORMS: Residents of the dormitories and residential units are to immediately notify the residential assistants if they experience a fever, cough, and shortness of breath. Shared living spaces are prone to be high-risk areas and everyone needs to practice hygiene and best-practice prevention efforts. All living spaces are to be disinfected daily. Supplies will be made available to the Residential Staff. Residential Staff will ensure the public spaces in each building are wiped down at least four times throughout the day utilizing appropriate disinfectant products.

SECURITY: Staff, faculty, students and administrators will be asked to show their NTU ID cards. Visitors will be asked the following questions: 1) Have you traveled to any of the places where COVID-19 has been confirmed? 2) Do you have any flu-like symptoms, fever, cough, or shortness of breath? 3) Have you been exposed to anyone that has traveled to places where COVID-19 has been confirmed? If any answers are “yes”, they will not be permitted to enter the college campus. This protocol will serve as the determinant to access the campus.

CAMPUS VISITS: All scheduled campus visits are to be cancelled immediately. Faculty and Staff who must conduct meetings are to create Zoom meetings or go online to discuss your work with outside colleagues, especially grant work. No new events will be scheduled. The Navajo Nation Risk Management Program (RMP) will be temporarily suspending the processing of Certificates of Insurance and Verification of Coverages for all events in which the public will be in attendance. Further the RMP will not encourage/condone public gatherings until such time health officials deem it safe to do so.

TRAVEL: In alignment with the Navajo Nation protocol, all travel will be limited to within a 150-mile radius of Navajo Technical University locations. If you have had international travel within the past 14 days, you must immediately disclose this information to Dr. Guy, Mr. Jason Arviso, Dr. Bowman or Mr. Ron Begay. The individuals who traveled will need to be screened by leadership to access the campus. The 14-day self-quarantine protocol will be asked of individuals who have traveled to high-risk sites. Please refer to the CDC site concerning international travel <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

Note: Travel requests beyond the approved radius will be reviewed on a case-by-case basis by core administration.

All travel for NTU is to be cancelled. No Travel Authorizations will be issued until further notice.

SPRING BREAK: We encourage students who fall ill during the spring break to contact their local health clinic. The clinics will triage the patient as needed. Persons are **not** to go to the clinic but rather call the clinic to access health care. Crownpoint: 505-786-5291 ♦ Gallup: 505-722-1000 ♦ Shiprock: 505-368-6001 ♦ Chinle: 928-674-7001 ♦ Ft. Defiance: 928-729-8000 ♦ Zuni: 505-782-4431 ♦ Red Mesa: 928-656-5000 ♦ Tuba City: 928-283-2672 ♦ Ganado: 928-755-4500 ♦ DziłNaODíthle: 505-960-1801

Sick students are asked to remain home until cleared by their health provider. Students will need to submit copies of the “Return to School” statement to professors and the NTU Safety officer, Mr. Ron Begay. Students must contact their professors in the event of sickness to ensure they are kept apprised of the student’s absence from the classroom. Students are strongly encouraged to avoid travel outside their home locations. Travel to regions of known outbreaks increase your risk for transmission and compromises the health of the NTU community. Further, we ask that you avoid large gatherings to ensure the health and welfare of your families and yourself. Periodically check the NTU website for updates.

INSTRUCTIONAL SITE PROTOCOL: Each site coordinator/director will be responsible for developing their action plan and sharing the plan with the entire university. The plans need to be in place by Friday, March 13, 2020. The university core leadership team will review and approve implementation of the plan to ensure plans are aligned with the overall NTU protocols. The NTU Emergency Response Plan will

be distributed to each site coordinator/director in its entirety. Site plans will be aligned with main campus protocol as applicable.

INTERNSHIPS: All Spring Break and early Summer Internships are discouraged at this point in time. The final determination for approval will be contingent upon the guidance of the CDC, Health Departments of Arizona and New Mexico and the Navajo Nation.

HOSPITAL REFERRALS: Any individual who is experiencing a fever, cough, and shortness of breath are required to immediately contact the nearest health care facility (see contact numbers listed above). If unable to get to the clinic, on main campus, you are immediately required to go to the NTU Health Holding space, located in the Hospitality Center-hotel room located on the southwest side of the building. EMS will transport the patient from the south exterior door. The NTU Nursing Director and Nursing Faculty will coordinate the contact with IHS for treatment. Family members will be notified of your current health status. If you are confirmed to have the virus, this will prevent spread of the virus to your family and community. The Nursing Director and Nursing Faculty will be on-call, 24-hours for the next three weeks to provide immediate stabilization of sick patients and to limit the exposure to others. The Nursing Director will have access to the hospitality center 24/7 for the next three weeks. After Hours and Weekends, call security at 505.387.7480 or cellular 505.701.1958 to notify Nursing Director.

INSTRUCTIONAL DELIVERY: In the event of campus closures, faculty are being asked to prepare how to deliver curriculum remotely. Students are advised to provide personal telephone and email contact information with professors to ensure they are able to provide you with instruction.

FOOD SERVICES: At the present time, the campus cafeteria and snack shops remain open for business.

In closing, we appreciate everyone's adherence to this guidance. Your cooperation is essential to keeping our NTU community safe from exposure to COVID-19. We will survive this health hazard together. The Administration values each staff, faculty and student. You are important and we have to plan to create a safe environment for you. Please remember to check the NTU Website for Updates.

Respectfully,



Dr. Elmer Guy
University President