

Reopening the New Mexico Junior College Campus (Beginning June 3rd)

Phase I

Limited operations and service

- **Employees** – Your supervisor will be in contact with you and coordinate your work schedule. Approximately 30 minutes before you come to campus each day, please complete the screening form in this link:
<https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=2438a1a0-b692-4303-9239-f1f6f5d45962&targetURL=https://dynamicforms.ngwebsolutions.com/Submit/Form/Start/1a9bd091-6c88-4d70-9b01-23662160a60a>
If you cannot submit the form electronically, paper versions will also be available in your building. Your supervisor may send this form each morning via text message or email for your convenience. Please let them know if you would prefer that communication.
- **Facemasks or coverings** should be worn on campus at all times by NMJC employees, except when you are in your office alone or when you are outside the buildings and can maintain a 6' social distance from others.
- **Students** - campus appointments are available by phone, by email or via the NMJC website: Phone: (575) 492-2577 or email: ASKNMJC@NMJC.EDU
- Facemasks or coverings for students will be available in the Ben Alexander Student Center.
- NMJC Bookstore in Ben Alexander Student Center will operate at 25% capacity.
- All other campus buildings will remain closed to the public until further notice.
- Western Heritage Museum and Pannell Library will also remain closed to the public.
- Campus operations must follow Covid Safe Practices (CSP's) and Governor's Health Orders – regarding social distancing, handwashing, gatherings of less than five, etc.
- Vulnerable Individuals* working on campus should have limited face to face contact and may request reasonable accommodations from their supervisor.
- Only online course instruction for Summer I.
- No events or mass gatherings (maximum group size = 5).

Staff and supervisors should be aware of Centers for Disease Control information and guidelines:

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

* Vulnerable Individuals: 65 and older adults, people with asthma, chronic lung conditions, immune deficiency and those receiving cancer treatment, serious heart disease, diabetes, on dialysis, severe obesity, chronic liver disease, people living in nursing facilities and other congregate settings