

June 18, 2020

Dear Coyne Day Students,

As we await the opening of Phase IV, I wanted to update you with the work that has been done at 1NSS and our plan for our next term.

The Building Management of 1 North State St. (1NSS) has made the following changes that will impact you.

- **Masks** will be required to enter the building and must be worn in all common areas, including, but not limited to, all lobbies, elevators, corridors, restrooms, and dock.
- Best Practice of 6' social distancing is being encouraged.
- **Elevators will have a four (4) person maximum, and face masks must be worn.**

Coyne has taken the following actions:

- All carpets were shampooed and disinfected
- All tile floors were washed and disinfected
- Deep Cleaning of all areas
- Electrostatic disinfecting in all areas
- All shared areas (bathrooms, break room) will be cleaned and disinfected hourly
- 'Sneeze Guards' used in all offices
- Hand sanitizer dispensers for each office and classroom
- Keyboard protection for shared PC's (kiosk, LRC)
- Reminder Signs Posted
- Faces masks to be worn at all times
- Social Distancing will be enforced

We are awaiting the announcement by the Governor and Mayor of the date that Phase IV of the recovery plan will occur. **A tentative date voiced by the City's director of health in a recent press conference is July 1.** Using this date, **Coyne anticipates resuming classes on July 6, 2020.** In Phase IV, guidelines to regulate the occupancy of the school and the number of students in a classroom will prevent all students from attending in-person classes. Some classes will need to be conducted online to adhere to the current Phase IV guidelines.

To meet the current proposed guidelines, we will continue **online** classes for the majority of Allied Health classes during the 7/6 Day term.

Most Construction Trade classes that were interrupted during the 5/11 term will begin on 7/6 at 1NSS. For the majority of these interrupted classes, this make-up work will be completed during the first three weeks of the term. Students have been scheduled, when possible, to take an additional three-week course during this term. Please see the attached schedule of classes for details.

You will need to review your Student Portal to see your scheduled classes. Students will receive an email to confirm their schedule and the method of delivery (online or in-person). Please respond as quickly as possible to the notification so that we can begin the resume process and get you registered. Class size will be restrictive, so please watch for these emails.

In future terms, we will be implementing a hybrid method of course delivery. This means that you will have your lectures/labs here at 1NSS two days of the week and will be working online, two days of the week. By doing this, we can maintain social distancing. We are also looking at staggering start times to prevent congestion when arriving and using the elevators.

If you have any questions, please contact Ms. Hanson at [vhanson@coynecollege.edu](mailto:vhanson@coynecollege.edu).

These have been difficult times. You have continued to amaze us with your flexibility and wiliness to do whatever is needed to achieve your goals.

Be safe; be healthy.

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## Construction Trade DAY SCHEDULE July 6- August 13, 2020

|         | Course Title                                       | Start Date | Instructor      | Delivery Method |
|---------|--|------------|-----------------|-----------------|
| EFM101  | Electrical and Electronic Principles               | 07.06.20   | Ciontea/Correa  | In-Person/INSS  |
| EFM101  | Interrupted - Electrical and Electronic Principles | 07.06.20   | Correa          | In-Person/INSS  |
| ECM120  | Electric Test Equipment and Safety                 | 07.27.20   | Yamakuchi       | In-Person/INSS  |
| ECM105  | Interrupted Electrical Principles II               | 07.06.20   | Yamakuchi       | In-Person/INSS  |
| ECM108  | Electrical Theory and Applications                 | 07.27.20   | Watson          | In-Person/INSS  |
| ECM115  | Interrupted Electrical Theory and Applications II  | 07.06.20   | Watson          | In-Person/INSS  |
| ECM108  | Electrical Theory and Applications                 | 07.06.20   | Polowsky        | In-Person/INSS  |
| ECM128  | Electrical Construction - Residential              | 07.06.20   | Bobo            | In-Person/INSS  |
| ECM132  | Interrupted 3-Phase Systems                        | 07.27.20   | Ciontea         | In-Person/INSS  |
| EST150  | Electrical Construction II                         | 07.06.20   | Johnson         | Online          |
| EST215  | Supervision  | 07.27.20   | Johnson         | Online          |
| EST110  | Low Voltage  | 07.27.20   | Polowsky        | In-Person/INSS  |
| EST205  | Site Survey  | 07.06.20   | Amezcuca        | In-Person/INSS  |
| HAR102  | Introduction to Electrical Servicing               | 07.06.20   | Rontos          | In-Person/INSS  |
| HAR120  | Interrupted - Introduction to Commercial Controls  | 07.06.20   | Higgins         | In-Person/INSS  |
| HAR150  | Interrupted - Gas Heating                          | 07.06.20   | Cehaic          | In-Person/INSS  |
| HAR215  | Troubleshooting Systems and Installation           | 07.27.20   | Cehaic, Higgins | In-Person/INSS  |
| EWS101T | Essential Workplace Skills                         | 07.27.20   | Milstein        | Online          |
| PSY135  | Workplace Physiology                               | 07.06.20   | Miller          | Online          |

## **Allied Health DAY SCHEDULE July 6- August 13, 2020**

|         | <b>Course Title</b>                              | <b>Start Date</b> | <b>Instructor</b> | <b>Delivery Method</b> |
|---------|--|-------------------|-------------------|------------------------|
| PH105   | Laws, Ethics and Principles of Pharmacy Practice | 07.6.20           | Bolton            | Online                 |
| MA220   | Interrupted - Laboratory Procedures              | 07.6.20           | Natividad         | In-Person              |
| MA135   | Clinical Medical Assisting                       | 07.6.20           | Murillo/Natividad | Online                 |
| MAA102  | Medical Terminology                              | 07.6.20           | Steakley          | Online                 |
| MAA105  | Law and Ethics                                   | 07.27.20          | Steakley          | Online                 |
| MA130   | Anatomy and Pathophysiology                      | 07.6.20           | Dayao             | Online                 |
| MTH125H | Allied Health Math                               | 07.27.20          | Lorzano           | Online                 |
| MTH145H | Pharmaceutical Math                              | 07.27.20          | Miller            | Online                 |
| EHR150  | Electronic Health Records                        | 07.6.20           | Taylor            | Online                 |
| COM115H | Written Communication                            | 07.06.20          | Milstein          | Online                 |