

September 5, 2020

Dear Brookdale Health Science Institute Students and Faculty and Staff,

Welcome to the fall 2020 semester. This semester will be unique. We were lucky to run some SU3 sections live at Lincroft, but fall is allowing us to see more of students, staff, and faculty back on campus and to return to the skills labs and clinical sites essential for helping students enter their chosen health care profession.

The fall 2020 semester begins Tuesday, September 8. Most classes are online, remote, or a combination of online and remote (hybrid). Faculty have done an outstanding job to adapt the curriculum and to provide remote delivery of course work. Be sure to check your schedules to know if you are scheduled for synchronous Zoom, asynchronous online class, or in-person clinical/lab.

Live classes in Respiratory Care, Radiologic Technology, and Nursing are restricted to specific clinical groups and some limited laboratory experiences that require a person to be present. Individual accreditation requirements for Respiratory Care, Radiologic Technology, and Nursing explain program differences in clinical and laboratory time. As I have stated in previous messages, our most important goals are to keep everyone as safe as possible and ensuring an excellent educational experience for students.

Local, state, and national public health experts inform our protocols. We will continue to monitor the COVID-19 situation carefully and may need update our activities as situations change. We reserve the right to change practices and protocols to ensure the health and safety of our community. To stay informed about COVID-19 updates, subscribe to the [Brookdale Government and Community Newsletter](#).

The following are general protocols required for all Health Science Institute faculty and staff:

- **SCREENING PROTOCOL**
 - Before entering a Lincroft or Wall Campus building, you must complete the [COVID-19 Prescreening Questionnaire](#) and receive notification that you are clear to go into work or class that day. The screening can be completed from any smartphone, tablet, or computer with internet access. It can be completed starting at 5 PM the day before arriving on a campus.
 - All Health Science Students arriving on the Lincroft campus Monday through Friday will park in Lot 6 and enter through the Auto Tech screening station. The entrance to the Wall campus will be at the front doors. The screening stations are open 1 hour before classes are scheduled to begin.
 - Saturday hours at Lincroft are minimal. Students will be provided with information about Saturday entry from their course faculty.
 - Leave yourself enough time to arrive in class on time.
 - Faculty will verify that any student on campus has passed through the screening station by checking bracelets.
- **FACE MASKS**
 - Cloth masks are required in classrooms, hallways, restrooms, stairwells, etc. Cloth masks rules refer to campus settings. Clinical sites may require a higher level of PPE.
 - Masks must cover your mouth and nose.

- Provide your own mask. If you forget, the College will have masks available.
- The faculty will review hospital requirements for PPE and social distancing on the clinical units.
- **SOCIAL DISTANCING**
 - All individuals should always try to remain physically separated from others by at least six feet. When inside buildings or when in the presence of others, masks should be worn in addition to maintaining the six feet apart rule.
 - Observe and follow newly established occupancy requirements to reduce the risk of infection.
 - Elevators are limited to single occupancy. Restroom capacity is reduced.
 - The only foodservice is through vending machines. There are no communal dining areas on campus.
 - The staff in the Health Science Institute office continue to work remotely. The office is closed. If you need something from the office, please contact Susan Scarangella at sscarangella@brookdalecc.edu
- **HAND HYGIENE**
 - Use hand sanitizer or wash your hands frequently and avoid touching your face.
- **STAYING HOME WHEN SICK**
 - Students who miss clinical due to illness or unique health needs may be provided with an alternative learning experience. Accreditation requirements, though, may restrict the number of clinical absences allowed. It may become necessary to request a medical leave. Medical leave will impact your expected date of graduation.
 - If you need to quarantine or test positive for COVID, please notify your course instructor and me (jedman@brookdalecc.edu)
 - Students and faculty feeling highly anxious should consult with a college counselor. Cathy Goode will continue to offer online counseling. You can set up an appointment by emailing her at cgoode@brookdalecc.edu.
 - If you need immediate Mental Health Counseling Services, there are four telephone lines specifically equipped to help you:
 - 732-923-6999 (Monmouth Medical Center Mental Health Emergency Services), if you are in an immediate personal/psychiatric crisis
 - 732-845-2070 (Special Phone Bank line Monmouth County has established for County residents)
 - 732-290-9040 (YMCA of Greater Monmouth County Intake Line 166 Main St. Matawan, NJ 07747)
 - 888-222-2228 (2nd floor Youth Help Line) If you just need to talk to a professional about anything, call or text
- **CLEANING AND DISINFECTING THE ENVIRONMENT**
 - The College has enhanced cleaning and disinfecting efforts throughout the campus.
 - Students and faculty are responsible for cleaning any surface they interact they touch. At the start and end of a learning-activity, expect to use a disinfecting wipe on common surfaces such as table, chairs, doorknobs, beds, computers, etc.
 - Manufacturers have provided staff with best practices for cleaning manikins and specialized equipment.

All classes will require students to use computers compatible with the Respondus Lockdown Browser. Chrome books will not meet the requirements. The College has a limited number of computers available for students registered for the fall term who need a more reliable computer. [Use this form](#) to request a loaner. Students needing Information Technology support can contact [IT Help Desk](#). Faculty will establish class rules for Zoom participation and are authorized to begin disciplinary actions for anyone not complying with the above practices and protocols.

In July, I shared some tips for academic success working in a remote environment. I suggested:

- Create a dedicated study space
- Do not procrastinate
- Participate in all class activities
- Ask questions
- Focus on your end-goals
- Do not cheat. Your lack of knowledge can kill someone.

Today, I am sharing some additional study strategies from a book titled, *Make it Stick: The Science of Successful Learning* by Peter Brown, Henry L. Roediger, and Mark McDaniel.

- Test yourself. Focus your study on what you DON'T know
- Reflect on the content. How does it relate to other things you know?
- Do not cram.
- Accept that learning is hard work and takes effort.
- Believe you can succeed.

I could not be more proud of the work we all do.

All my best wishes for a successful and healthy semester.

Sincerely,
Jayne Edman