



# TEXARKANA COLLEGE

## Syllabus

**Course Name:** Composition II

**Course Number:** ENGL1302

**Semester & Year:** Fall 2022

**Course Meeting Times and Location:** TR 12:30-1:50; HUM222

### Professor Information:

*Name:* Amanda Ritter-Maggio

*Office:* Stilwell Humanities 212 and virtually via Microsoft Teams by appointment

*Office Telephone:* 903-823-3227

*E-mail:* amanda.rittermaggio@texarkanacollege.edu

(Email is the best and fastest way to contact me. PLEASE do not message me through Moodle or Teams, because I do not check those platforms frequently and will not see your message. When sending email, please include your first and last name, as well as your class name. Please note that I do not answer emails between the hours of 7:30 pm and 7:30 am. I typically respond to all emails within 24 hours.)

*Office Hours:* MWF 9:00-11:00 am; TR 8:00-9:20 am and 2:00-3:00 pm; and other times by appointment

**\*\*Please be aware that this is a face-to-face course and that in-person attendance is essential to your success.**

**While you will submit many assignments in Moodle, the course content and class meetings are NOT presented in a virtual format. You may not participate in this course in a virtual format (including joining class on Microsoft Teams) unless you have a documented COVID diagnosis or quarantine AND have notified the campus COVID point-of-contact, [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu) or 903-823-3017\*\***

- **Textbook Information:** *Perrine's Literature: Structure, Sound & Sense* 13<sup>th</sup> ed. Greg Johnson & Thomas Arp; ISBN 9781305971035. This textbook is required for the course. Bring it with you to class every day.
- **Materials needed:**
  - Note-taking materials (notebook paper, pens/ pencils)--bring these every day
  - Folder or binder in which to keep notes and handouts--bring this every day
  - Computer and internet access to type, edit, print, and save essays (via Google Docs, Pages, or Microsoft Word) and access to the internet to submit assignments via Moodle. Basic computer skills are also required (access web sites, conduct research, and so on). All TC students are required to purchase personal computers and have access to the internet (see information later in this document). All TC students can access Microsoft Office (Word, PowerPoint, Excel, OneDrive, etc.) for free through their TC email accounts.
- **Course Description:** Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods: critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. **Prerequisite:** Satisfactory completion of ENGL 1301
- **Student Learning Outcomes for the Course:**
  1. Demonstrate knowledge of individual and collaborative research processes.
  2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
  3. Analyze, interpret, and evaluate a variety of texts for ethical and logical uses of evidence.
  4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
  5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

➤ **Student Assessment, Assignment Details, and Late Work Policies**

<b>Assignments and Assessments</b>	<b>Percentage of overall grade</b>
Formal Writing (point values vary)	50%
Quizzes/ Classwork and Research Paper Presentation (point values vary by assignment)	20%
5 Reading Response Journal Entries (100 points each)	20%
Final Exam (approx. 100 points)	10%

**Formal Writing 50%**

- Character Analysis (200 points)
- Literary Criticism Review (200 points)
- Literary Research Paper Annotated Bibliography (50 points)
- Literary Research Paper (250 points)

**Formal writing late work policy:** You will know all essay due dates well in advance and will have plenty of time to complete each assignment. I will allow a one-time, 24-hour extension on only ONE out-of-class essay assignment. The remaining assignments must be submitted on-time. It is not possible to pass this course without submitting ALL of the essay assignments. Consider using OneDrive to access and save all your documents, as you never know when something may be useful later.

**Essay grading:** All essays will be submitted in Moodle and will be graded using a rubric with points assigned for specific areas along with the assistance of TurnItIn (see below). Essays are graded for content, analysis, documentation, grammar, and mechanics. The Texarkana College point deduction scale is used for grammar and mechanics. Essays will be marked for all errors and returned to the student within three weeks of when the essay is turned in. Reviewing the marked essay is essential for student success in the course. Writing can improve only if students review and reflect on graded essays and apply comments and suggestions to their writing moving forward.

We will use TurnItIn for all formal writing assignments submitted in Moodle. TurnItIn is a plagiarism-detection software that also checks for common spelling and grammar mistakes. Please note that I use TurnItIn as a grading tool (not as the sole source of your essay grades).

**Quizzes/ Classwork 20%**

- Small in-class assignments/ group discussions (point values vary)
- Quizzes (point values vary)
- Pre-Assessment (in Moodle; 20-point completion grade)
- Research Paper Presentation (50 points)

**Classwork late work policy:** Missed in-class assignments (quizzes, group work, discussions, in-class writing, the research paper presentation, etc.) cannot be made up because of absence; however, I will drop the lowest classwork grade at the end of the semester. Quizzes may or may not be announced ahead of time and will take place at the beginning of the class period. Anyone who is tardy to class on a quiz day will not be allowed extra time to complete the quiz.

**Reading Response Journal 20%**

Throughout the semester, you will respond to writing prompts related to the assigned reading. These journal responses should be substantial, follow MLA guidelines for citations, and submitted in Moodle. Journal entries cannot be submitted after the due dates.

**Final Exam** **10%**

The final exam may not be made up unless the student has a documented medical emergency (and in that case, the student must submit an Incomplete grade contract).

- Please monitor your grades and attendance in MyTC and let me know if you see anything that looks incorrect. Please be aware that any assignment not submitted for a grade will count as a zero in the gradebook.
- I do not offer extra credit or bonus points. Students who are concerned about their course average should meet with me during office hours so that we can discuss their class performance and ways to improve their grades.
- **Grading Scale:** A = 89.5-100%; B = 79.5-89%; C = 69.5-79%; D = 59.5-69%; F = 0-59%
- **Class Schedule:** See Moodle. Please refer to the Texarkana College academic calendar for breaks and holidays: <https://www.texarkanacollege.edu/admissions/academic-calendar/>.
- **A note about procrastination:** Students have told me time and again that the advice that they would give other Comp students is to avoid procrastinating! I have designed the reading list and writing assignments to work together, to be done in a certain sequence, and to maintain a certain pace. It's impossible to forgo assignments for the majority of the semester and then try to cram in a semester's worth of assignments in the last week. For your sanity (and mine), please plan on submitting all assignments on time and in the order in which they are assigned.
- **Maximum Allowable Absences:** The following number of unexcused absences will be the maximum allowable before a student may be dropped from the class. Mandated program certification requirements detailed for certain programs regarding the maximum allowable unexcused absences takes precedence over the following information.
  - For classes that meet twice a week (MW or TR), the maximum number of allowed absences is FOUR.
- **Attendance Policy:** Texarkana College's attendance policy allows instructors to withdraw a student from a course due to excessive absences. If a student leaves and returns during class or leaves the room before the class is over, they may be considered absent. Three tardies constitute one absence. It is the student's responsibility to check the syllabus for each instructor's tardy policy. Students who arrive to class 15 minutes or more past the class start time will be marked absent.

Faculty members are not obligated to provide opportunities for students to make-up missed assignments and tests as a result of a student's absence from class. Experience demonstrates that regular attendance enhances academic success. As such, students are expected to attend each meeting of their registered courses.

A student should not stop attending a class without formally withdrawing from the course by the institutions published Last Day for Students to Drop. If a student stops attending class after the published Last Day for Students to Drop, the student **may** receive a grade of "F" in the class. The instructor will submit the last date of attendance for students receiving a grade of "F" or "W."

Withdrawal from a course(s) **may** affect a student's current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.

- **Excused Absences:** A student's absence due to school trips and/or school business will not be counted against a student's allowable number of absences. Military duty and absences for Holy Days are covered in a separate section of the catalog and the student handbook. These are the only excused absences that are considered by Texarkana College.

Responsibility for work missed for any absence is placed on the student. Assignments must be completed prior to the excused absence. Instructors are required to allow students to make up work missed if the absence is due to military duty or religious holy days when students follow the correct notification procedures. Make-up policies are listed in each individual instructor's syllabus (see below).

***Mrs. Maggio's policy:*** If you must miss class, please notify me ahead of time (by email or phone) so that I know where you are and am able to help you keep up with missed work.

- I must report attendance in MyTC, and I must drop anyone who has not attended or submitted any work for two weeks (consecutive or non-consecutive) without first consulting me.
  - The college recognizes ONLY military leave and religious holidays as “excused” absences.
  - Please save your absences and use them only as needed.
  - Students will be marked tardy if they (1) arrive after the beginning of the designated class start time, (2) leave the class and return, or (3) leave before class is dismissed. Three tardies equal one absence.
  - Anyone who arrives more than fifteen minutes late or is gone from the room for more than fifteen minutes will be marked absent.
  - Please note that if you miss class more than twice, you will receive attendance alert emails from Mrs. Melva Flowers in the Office of Student Retention. This does not mean you have been dropped from the class; however, these messages serve as a warning for the number of times you have missed class.
  - Students may not attend class on Teams unless they are under a mandated quarantine and have notified TC's COVID point-of contact, [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu) or 903-823-3017. You are still responsible for keeping up with classwork and due dates even if you are quarantined. See late work policies above.
- **Financial Aid: Attention!** Dropping this class may affect your funding in a negative way. You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.
- **Drop Date:** Friday, November 18 is the last day to drop a course (earn a grade of W).
- **Academic Dishonesty Policy/Academic Integrity Statement:** Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F.” This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook on the college's website.

***Mrs. Maggio's policy:*** One of the goals of this course is to teach students how to document sources appropriately. Please use your own words and ideas. If you borrow words or ideas from others, cite them appropriately. Any evidence of plagiarism (including copy-pasting from the web without correct citations, reusing papers submitted for another class, or having another person complete work for you) will result in a grade of zero for the assignment (with no option to re-submit) and referral to the Dean of Students.

- **TC Email:** Students should check their TC Email account on a regular basis (at least twice weekly) to check for general information sent from campus or instructors.
- **Student Support, Computer Access, Tutoring (hours may vary; check with each office):**
- **Library Hours:** M-Th 7:30 a.m. – 9 p.m., F 7:30 a.m. – 4 p.m., Sunday 2-9 p.m.
  - **Student Support Services (Tutoring) in library second floor**

M-Th 8 a.m.-7 p.m., F 8 a.m. -4 p.m., Sunday 2-9 p.m.

- **Testing Center (Library first floor)**

M-Th 8:30 a.m. – 6 p.m., F 8:30 a.m. – 3:30 p.m., Sunday 2-6 p.m.

- **Help Desk – TC Login Problems**

903-823-3030 M-Th 8 a.m. – 5 p.m., F 8 a.m.-4 p.m.

- **Mrs. Maggio's Communication Policy:** If you have questions or concerns, please don't hesitate to contact me with an email, call, or visit my office. I try to reply to all emails and phone calls within 12 hours. If it has been more than 24 hours since you sent your message and I have not responded to you, chances are I haven't received the message, so you may want to try again (it also does not hurt to double-check the email address for misspellings or typos). I usually check email and log on to Moodle once or twice a day on weekdays and weekends but usually do not check or log in on holidays. I also do not check email between the hours of 7:30 pm and 7:30 am, while I am in class, or the 15 minutes prior to class time.
- **Mrs. Maggio's Class Policies:** Students in this course are held accountable to all policies and procedures outlined in the Texarkana College Student Catalog/Handbook. Please note the following policies:
  - **Early is on-time; on-time is LATE!** Class will begin promptly at the designated time. Please arrive to class early and stay for the duration of each class meeting. Announcements, assignments, quizzes, and other materials are often presented at the beginning of class time. Also, tardies or early exits distract other students and are just rude. I take roll during the first few minutes of class, and if you are late or if you leave class early, you risk the chance of not being credited with class activity points. Students should not leave the room during class time except in the case of a medical emergency. Stepping out to answer a phone call is not a medical emergency. Remember that three tardies (or early exits) count as one absence. Being more than fifteen minutes late or leaving the room for more than fifteen minutes is considered an absence.
  - **Cell phones, tablets, and laptops in class:** research has shown time and again that use of electronic devices during class time not only distracts the user, but other students as well. Use of technology during class time is linked to a 1 to 1.5 letter grade DROP in students' averages! (Plus, it's just rude.) Please don't use electronic devices during class time unless you are given special permission or have documented accommodations for a disability. Tell your friends and family your class schedule and let them know you can't respond to calls and texts during class. Let's all enjoy the company and interaction of other live human beings.
  - Before class begins, (1) turn off cell phones, laptops, and other gadgets and put them away, (2) take off earbuds or headphones and put them away, and (3) get out homework, notes, pen or pencil, classroom learning packet, and other required materials.
  - Please do not take pictures, record videos, or make audio recordings during class time without prior permission from the instructor.
  - People who are not enrolled in the course (including children) are not permitted in the classroom at any time.
  - Snacks and drinks are permitted in class only if they do not cause disruption. You are responsible for any spills and for leaving your area clean at the end of class.
  - This is not a lecture course. All students are expected to positively contribute and participate in class discussions with helpful, tactful comments and constructive feedback. Please be accepting of and open to views that may differ from your own. A variety of viewpoints and lively discussion often leads to deeper understanding of the content. In order to have successful discussions, we have to set some ground rules: (1) Please listen carefully to whomever has the floor and do not speak when the instructor or another student is speaking. (2) During class, please give whatever we are working on your full, undivided attention (that means spending zero minutes on non-class-related activities like sleeping, texting, watching videos, gaming, homework for another class, etc.) (3) Be mentally present during class time please do not disrupt the learning process of other students. Remember that

classwork is part of your grade, and I might award participation points at random times at my discretion. You don't want to be sleeping when that happens!

- I reserve the right to remove disruptive or disrespectful students from the class for the day and/or record them as absent. If there is someone who is interfering with your ability to learn in this course, please let me know ASAP. A student with persistent behavior that disrupts the classroom environment will be reported to Robert Jones, Dean of Students. Students can be dropped from the course for persistent inappropriate classroom behavior.
- Please add the number for Campus Police to your cell phone: 903-823-3330. All emergency calls should go to TC Campus Police, then 911 if needed.
- Finally, PLEASE reach out and ask if you have questions. Everything we do in this class is designed to help you have a successful college career. If something is going on in your life that interferes with your success in this class, I cannot help you if you do not communicate with me. I promise that no one wants you to pass this course more than I do!

**NOTE:** *The above guidelines are subject to amendment by the instructor or by mutual agreement between instructor and class at any point during the semester. Students will be notified if any changes occur.*

- **Disability Statement:** TC does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Human Resources Director, 2500 N. Robison Rd., Texarkana, TX, 75599, (903) 823-3017, [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu)

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blasé at 903.823.3349, or go by the office of Disability Services located in the Academic Commons (library) for personal assistance.

If a student qualifies for accommodations from the TC Director of Disability Services indicating that he or she has a disability that requires academic accommodations, the director will send an email to the instructor so accommodations can be made. It is best to request these changes at the beginning if not before the start of class so there is ample time to make the accommodations.

- **Needs Statement:** Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Retention, at 903.823.3349, for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.
- **Counseling Services:** TC students may receive confidential counseling with no charge and no insurance required from Mrs. Luretha Loudermill, LPC. Visit the following website for more information: <https://www.texarkanacollege.edu/campus-life/counseling-services/>
- **COVID Statement – Alternate Operations during Campus Closure:** In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include but are not limited to: online learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Texarkana College's website, ([www.texarkanacollege.edu](http://www.texarkanacollege.edu)) for instructions about continuing courses remotely, instructor email notifications on the method of delivery and course-specific communication, and Texarkana College email notifications for important general information.
- **Computer Requirement Policy:** Students are required to have a computer with Internet access for classes. The computer must be an actual computer – smart phones, iPads, Androids, Chromebooks, etc., are not acceptable

substitutes because they lack software compatibility necessary to complete all assignments and tests. Financial costs for the necessary equipment and internet access are the responsibility of the student.

Students needing to purchase a computer may do so through the Texarkana College Bookstore. Systems purchased through the bookstore meet or exceed all requirements, are competitively priced, and may be purchased using financial aid funds. If the system is purchased through another source, it is the student's responsibility to ensure the system meets all requirements.

**Computer systems requirements:**

- Webcam, microphone, and speakers or headphones
- Windows 10 or a recent version of Mac OS (minimum Sierra). Windows 10 S mode is not supported
- Hardware capable of running Microsoft Teams (free download) and supports multi-media playback
- Support for Chrome or Microsoft Edge – Note: Firefox, Safari, or other browsers may not work on all TC applications
- Able to run Microsoft Office which will be provided free to TC students
- Adobe Reader or another PDF viewer
- Antivirus software such as Windows Defender or another 3rd party anti-virus solution
- Respondus Lockdown Browser is used for taking tests; therefore, the system must be capable of running this software. Most newer systems that meet other specifications should work.

Students should regularly backup content to prevent loss of coursework due to hardware failure. Backup copies of documents and other coursework may be placed on OneDrive cloud storage. OneDrive is included free of charge for all TC students. A list of Internet service providers can be found on the TC website at

<https://www.texarkanacollege.edu/coronavirus/>.

Date of Update: January 18, 2022



# TEXARKANA COLLEGE

## COVID-19 Campus Protocols

At Texarkana College, our mission is to advance our community through attainable higher education and lifelong learning. We cannot fulfill our mission without our most important resource: people. Our top priority is to provide a working and learning environment that is safe and reassuring to those who are the most vulnerable among us. These protocols represent a plan for the TC campus to be as safe as possible.

### PHASE 9: BEGINNING JAN. 3, 2022

[SUBJECT TO CHANGE BASED ON GUIDANCE FROM STATE AND LOCAL AUTHORITIES]

#### FOR STUDENTS & THE PUBLIC

During Phase 9, the campus will continue with on-campus instruction and services.

#### ON CAMPUS SAFETY MEASURES

- Masks are highly recommended to be worn indoors throughout campus.
- Hand sanitizing stations are located around campus and hand sanitizer is to be used when entering buildings.
- Be mindful of maintaining social distancing when possible.

#### PERSONAL RESPONSIBILITY

It is all of our responsibility to ensure we do not risk the health and safety of others at TC. If you are not feeling well or are experiencing any COVID-like symptoms, **please** do not come to campus. We encourage you to seek medical attention if your condition continues or worsens, and you may likely need to be tested for COVID.

The CDC continues to recommend that prevention is our best option for staying healthy: get vaccinated, get boosted, and wear a mask in public indoor settings in areas of substantial and high community transmission.

#### CAMPUS DISINFECTING MEASURES

The TC Facility Services Team performs disinfection daily, and in high occupancy areas they are cleaning multiple times daily, with an emphasis on disinfecting restrooms and all other frequently touched areas.

TC also uses a Clorox Total 360 system that utilizes electrostatic spray technology to allow Clorox disinfecting and sanitizing solution to reach surfaces outside the line of sight, covering what conventional trigger sprays may miss, including the sides, undersides and backside of surfaces. This system is used on an as-needed basis throughout the campus. In addition to our facility teams daily sanitizing procedures, TC will be providing disinfecting wipes for students to wipe down any area they desire.

Because COVID-19 spreads through airborne droplets, TC has reviewed our HVAC and air quality to make adjustments to our indoor air flow to reduce the airborne spread of the virus.

Other Campus Adjustments:

- **More fresh air:** Research efforts have shown a significant benefit of bringing more outside air into buildings. When possible HVAC units are being adjusted to pull in more outside air.
- **Physical barriers:** Barriers such as air plexiglass shields in high traffic areas will help minimize air flow from person to person.
- **Filter changes:** TC uses the highest rated filters possible in our buildings that will still allow proper air flow. TC has increased our frequency of changing out air filters with all filters being changed out on a rotating basis daily.

#### COVID-19 SYMPTOMS

- |          |                       |                          |
|----------|-----------------------|--------------------------|
| • Fever  | • Shortness of Breath | • Diarrhea               |
| • Cough  | • Muscle Pain         | • Sore Throat            |
| • Chills | • Headache            | • Loss of Taste or Smell |

\*Texarkana College reserves the ability to reimplement any protocols deemed necessary.\*

### IF YOU TEST POSITIVE FOR COVID-19 (ISOLATE):

If you have a fever of 100.0°+ F, please stay home and inform your instructor (student) or supervisor/human resources (employee). It is your responsibility to follow-up with your primary care physician if needed.

#### RETURN TO CAMPUS CRITERIA IF YOU HAVE TESTED POSITIVE FOR COVID-19.

- The student/employee certifies in writing that he or she is fever-free and symptoms have improved (no cough, chills, or other symptoms consistent with COVID-19) for at least three days; and
- At least 5 calendar days have passed since the person first exhibited symptoms. The student/employee must wear a mask for 5 additional days when returning to campus.



### IF YOU WERE EXPOSED TO SOMEONE WITH COVID-19 (QUARANTINE):

If you have a fever of 100.0°+ F, please stay home and inform your instructor (student) or supervisor/human resources (employee). It is your responsibility to follow-up with your primary care physician if needed.

#### FOR PERSONS WHO HAVE BEEN BOOSTED, OR COMPLETED THE PRIMARY SERIES OF PFIZER OR MODERNA VACCINE WITHIN THE LAST 6 MONTHS, OR COMPLETED THE PRIMARY SERIES OF J&J VACCINE WITHIN THE LAST 2 MONTHS:

- Wear a mask around others for 10 days.
- Test on day 5, if possible.
- If you develop symptoms get a test and stay home.

#### FOR PERSONS WHO HAVE COMPLETED THE PRIMARY SERIES OF PFIZER OR MODERNA VACCINE OVER 6 MONTHS AGO AND ARE NOT BOOSTED, OR COMPLETED THE PRIMARY SERIES OF J&J OVER 2 MONTHS AGO AND ARE NOT BOOSTED, OR ARE UNVACCINATED:

- Stay home for 5 days. After that, continue to wear a mask around others for 5 additional days.
- If you can't quarantine you must wear a mask for 10 days.
- Test on day 5 if possible.
- If you develop symptoms get a test and stay home.

## COUNSELING, MENTAL HEALTH, AND STRESS MANAGEMENT

The COVID-19 pandemic has had a major effect on our lives. Many of us are facing challenges that can be stressful, overwhelming, and cause strong emotions. Public health actions, such as social distancing, have been necessary to reduce the spread of COVID-19, but they left many people feeling isolated and lonely with increased stress and anxiety. Learning to cope with stress in a healthy way will make you, the people you care about, and those around you become more resilient.

We want you to be aware that TC has a link on our website to resources that can help you cope with stress caused by the COVID 19 pandemic:

<https://www.texarkanacollege.edu/campus-life/counseling-services/>

CDC has information on their site for Stress and Coping:

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/stress-coping/index.html>

For more information regarding recommended protocols from the CDC, visit  
[https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html#anchor\\_1617376555813](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html#anchor_1617376555813)

Date of Update: January 18, 2022

**TEXARKANA COLLEGE**

## Protocols for Testing Positive or Exposure to Someone Who Has Tested Positive

The safety and health of all students, faculty, staff, and campus guests is a priority for Texarkana College. National, state and local recommendations for operation during the COVID-19 pandemic are monitored by a campus task force to determine TC protocols. This document provides guidance for all TC students, faculty & staff who have tested positive to COVID-19 or who reside with someone who has tested positive for COVID-19.

**If you can answer "YES" to either of these questions, please notify your instructor or TC human resources:**

- Have you or someone you reside with been tested or confirmed positive of COVID-19 in the last 10 days?
- Are you currently experiencing, or have you in the last 5 days experienced flu-like symptoms such as fever, cough, chills, shortness of breath, muscle pain, headache, diarrhea, sore throat or loss of taste or smell?

IF YOU TEST POSITIVE	IF YOU WERE EXPOSED
<p><b>IF YOU HAVE TESTED POSITIVE FOR COVID-19 (ISOLATE).</b></p> <p>If you have a fever of 100.0°+ F, please stay home and inform your instructor (student) or supervisor/human resources (employee). It is your responsibility to follow-up with your primary care physician if needed.</p> <p><b>RETURN TO CAMPUS CRITERIA IF YOU HAVE BEEN EXPOSED TO COVID-19.</b></p> <ul style="list-style-type: none"> <li>• The student/employee certifies in writing that he or she is fever free and symptoms have improved (cough, chills, or other symptoms consistent with COVID-19) for at least three days; and</li> <li>• At least 5 calendar days have passed since the person first exhibited symptoms. The student/employee must wear a mask for 5 additional days when returning to campus.</li> </ul>	<p><b>IF YOU WERE EXPOSED TO SOMEONE WITH COVID-19 (QUARANTINE):</b></p> <p>If you have a fever of 100.0°+ F, please stay home and inform your instructor (student) or supervisor/human resources (employee). It is your responsibility to follow-up with your primary care physician if needed.</p> <p><b>FOR PERSONS WHO HAVE BEEN BOOSTED, OR COMPLETED THE PRIMARY SERIES OF PFIZER OR MODERNA VACCINE WITHIN THE LAST 6 MONTHS, OR COMPLETED THE PRIMARY SERIES OF J&amp;J VACCINE WITHIN THE LAST 2 MONTHS:</b></p> <ul style="list-style-type: none"> <li>• Wear a mask around others for 10 days.</li> <li>• Test on day 5, if possible.</li> <li>• If you develop symptoms get a test and stay home.</li> </ul> <p><b>FOR PERSONS WHO HAVE COMPLETED THE PRIMARY SERIES OF PFIZER OR MODERNA VACCINE OVER 6 MONTHS AGO AND ARE NOT BOOSTED, OR COMPLETED THE PRIMARY SERIES OF J&amp;J OVER 2 MONTHS AGO AND ARE NOT BOOSTED, OR ARE UNVACCINATED:</b></p> <ul style="list-style-type: none"> <li>• Stay home for 5 days. After that, continue to wear a mask around others for 5 additional days.</li> <li>• If you can't quarantine you must wear a mask for 10 days.</li> <li>• Test on day 5 if possible.</li> <li>• If you develop symptoms get a test and stay home.</li> </ul>



## How does this impact me as a student at TC if I have potentially been exposed whether vaccinated or non-vaccinated?

- Monitor your health closely for fever or other symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>)
- Notify your instructor if you get tested for COVID-19 and receive a positive test result. Your instructor will notify the Division Dean and Vice President of Instruction. Your confidentiality will be maintained.
- Every class offered at TC has at least some (if not all) capacity for online learning. Your instructor will assist you in converting to a fully online classroom setting so that you may complete your coursework from home.
- Contact the VP of Administrative Services, Phyllis Deese, at [phyllis.deese@texarkanacollege.edu](mailto:phyllis.deese@texarkanacollege.edu) or call 903-823-3355 to report that you have tested positive.\*

\*The purpose of this is to ensure that Texarkana College can take all precautionary measures to prevent further spread.

### Resources:

The COVID-19 pandemic has had a major effect on our lives. Many of us are facing challenges that can be stressful, overwhelming, and cause strong emotions. Public health actions, such as social distancing, have been necessary to reduce the spread of COVID-19, but they left many people feeling isolated and lonely with increased stress and anxiety. Learning to cope with stress in a healthy way will make you, the people you care about, and those around you become more resilient.

We want you to be aware that TC has a link on our website to resources that can help you cope with stress caused by the COVID 19 pandemic:

<https://www.texarkanacollege.edu/campus-life/counseling-services/>

CDC has information on their site for Stress and Coping:

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/stress-coping/index.html>

To locate a vaccine site nearby, visit <https://www.vaccines.gov/>.

Local COVID-19 data regarding infection rates can be found at:

<https://txdshs.maps.arcgis.com/apps/dashboards/ed483ecd702b4298ab01e8b9cafc8b83>

vaccination rates can be found at

[https://tabexternal.dshs.texas.gov/t/THD/views/COVID-19VaccineinTexasDashboard/Summary?%3Aorigin=card\\_share\\_link&%3Aembed=y&%3AisGuestRedirectFromVizportal=y](https://tabexternal.dshs.texas.gov/t/THD/views/COVID-19VaccineinTexasDashboard/Summary?%3Aorigin=card_share_link&%3Aembed=y&%3AisGuestRedirectFromVizportal=y)

For any other questions you may have, please visit  
[texarkanacollege.edu/covid](https://texarkanacollege.edu/covid)  
 or email [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu)



# TEXARKANA COLLEGE

## COVID-19 Student Pledge

Being a member of the Texarkana College family means that each of us, accountable together, must take extraordinary steps to stay well and persistently protect each other. I pledge to take responsibility for my own health and the protection of others, and I will help keep the TC family safe from the spread of COVID-19 by adhering to the college's guidelines.

### *I pledge to:*

- Be familiar with and follow state and local guidelines;
- Highly consider wearing a face mask in common spaces indoors and wherever social distancing is difficult to maintain;
- Practice frequent handwashing and use hand sanitizer;
- Stay home if I am experiencing any COVID-like symptom and notify faculty if I need to switch to a virtual format;
- Follow college directives for quarantining after a known COVID exposure;
- Immediately notify my instructor and TC Human Resources at 903-820-3017 or [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu) if I test positive for COVID-19.

I recognize that being a member of the TC family means my behavior affects everyone else on campus and the Texarkana community. Therefore, I pledge to exercise healthy discretion in my behaviors and habits and follow all of the guidelines for a healthier college environment for others and myself.

Revised 8/14/2021