

Face Mask Policy – rev. 01/18/2022

Individuals are required to wear masks within MIAD’s building.

Face Mask Requirements

- A. Face masks are required upon entry into the MIAD building.
 - a. Acceptable masks/face coverings are as follows:
 - i. Cloth face masks, such as handmade/sewn cloth masks; or
 - ii. Disposable face masks, such as non-medical grade paper or procedure masks; or
 - iii. Medical-grade face masks (N95, KN95, KF94) may be used but are not required.
 - b. The following face coverings are not acceptable:
 - i. Bandanas
 - ii. Scarves
 - iii. Neck gaiters/buffs
 - iv. Transparent face shields without a mask
- B. Face masks must be worn throughout the building except when an individual is in a private office. Masks in private offices are mandatory when two or more individuals are present in a private office.
- C. Face masks must cover the nostrils and mouth.
- D. Face masks designed for more than one-time use should be properly cleaned on a regular basis. Employees should refer to the mask manufacturer for guidance.
- E. Masks should be completely removed when consuming food or beverages. The inside of the mask should be protected and not laid on contaminated surfaces.

Face Mask Exemptions

The following individuals are exempted from wearing a face mask:

- A. Children (although it is not encouraged to bring children into the building at this time, MIAD recognizes the occasional need for Parents/Guardians to bring children to MIAD):
 - a. Children ages three (3) years and younger are not required to wear a mask.
 - b. Children ages four (4) to twelve (12) must wear a face mask. The parent or guardian is responsible to make sure the mask is worn properly. All children under 12 years old must also remain within (6) feet of parent/guardian.
- B. In the unlikely event an individual is unable to breathe or becomes incapacitated, the facemask should be immediately removed.

Individuals can remove their masks in the following circumstances:

- A. Unvaccinated/Partially vaccinated individuals:
 - a. An individual can remove their mask while alone in their private office
- B. Fully vaccinated individuals:

- a. In an area, studio, lab, or classroom with low occupancy, masks can be removed if no one else is within 6 feet.
- b. Students may remove their masks within their private residence apartments.
- c. Masks can be removed while sitting down and eating. While walking with food or drink, continue to wear a mask. Please maintain social distancing (6 feet) while eating and drinking.
- d. Food service staff will be subject to any local Health Department requirements that supersede this policy.

Compliance of Policy

It is the expectation of the College that all MIAD community members behave responsibly with respect for the health and safety of others. Any employee, student, or visitor who fails to abide with this policy will be asked to leave campus. Faculty and staff who fail to abide by this policy will be taken off duty and/or subject to disciplinary action including up to termination of employment. Students who violate this policy may be subject to disciplinary action under the student disciplinary process outlined in the Student Handbook. Supervisors reserve the right to specify which face coverings are acceptable for safety reasons in their areas and according to tasks.

Employees and students should not attempt to directly enforce this directive but instead should share any concerns of suspected violations with their supervisor, Director of Human Resources, and/or Dean of Students.

This policy will remain in effect until further notice. The situation with COVID-19 is fluid and thus this policy is subject to change at any time. Notice of any change will be provided via email.

Faculty and staff who have questions or concerns with this policy should contact Dustin Hoot, Director of Human Resources (dustinhoot@miad.edu). Students who have questions or concerns with this policy should contact Lindy Stein, Dean of Students (lindystein@miad.edu).