



GADSDEN STATE

PANDEMIC PROCEDURES

FOR BUILDINGS

Building Preparations

On-campus buildings at Gadsden State Community College will open June 1 to limited numbers of faculty, staff and students. The following has been implemented by Gadsden State's Physical Plant Department to curb the spread of COVID-19.

- ◆ All buildings have been deep-cleaned and sanitized. Once the buildings were cleaned, they were closed until the June 1 opening.
- ◆ Building entrances and exits have been marked. One door will be clearly marked for ENTRANCE and one door clearly marked for EXIT. All doors will be able to be opened from the inside in case of fire. Only one door for entrance will be unlocked each day for each building.
- ◆ Each building entrance will have a table set up with a Daily Log that Gadsden State Security will collect at the end of each day. The Daily Log includes each employee/visitor's name, their phone number, person to be seen and the locations where they plan to be during their time in the building. A hand sanitizer dispenser will be located by each log-in station in every building.
- ◆ Water fountains will be shut-off.
- ◆ Elevators are closed except to those with mobility issues.
- ◆ Signs will be distributed to building representatives and posted. These signs remind employees and visitors to wear masks, maintain social distancing and adhere to handwashing guidelines.
- ◆ Traffic flow will be marked for each building, especially in buildings with multiple floors.
- ◆ One set of stairs will be designated for traffic going UPSTAIRS, and one set of stairs will be designated for traffic going DOWNSTAIRS.
- ◆ Buildings, like the One Stop Center where students wait in lines, will have social distancing markings on the floors.
- ◆ In reception areas and lobbies, the number of seats will be limited. Seats will be organized in such a manner so there is a least six feet between seats.
- ◆ Employees will clean their workspaces when they arrive and before they leave each day, including desk surfaces, keyboard, mouse, monitor buttons, desk phone, doorknobs, light switches, etc. They will spray each area, wait four minutes and then wipe with a paper towel when they first arrive at work and again before they leave for the day. Cleaning supplies are provided in a centralized location on every floor in every building. Housekeeping will keep them filled with disinfectant and supply paper towels. Bioesque spray with wipes will be available at the sign-in/sign-out area and in areas as determined by the Cabinet.

ALLEN HALL ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Front door north (right side when facing building)
- ◆ ENTRANCE TO THE COMPUTER CENTER: End door
- ◆ EXIT: Rear south exit (next to Computer Center)
- ◆ TRAFFIC FLOW ON FIRST FLOOR: Front north door entrance, central stairwell up, south stairwell down and exit rear south door
- ◆ TRAFFIC FLOW ON SECOND FLOOR: Office corridor entrance and exit
- ◆ STAIRWELL GOING UP: Central Stairwell
- ◆ STAIRWELL GOING DOWN: South Stairwell (near Computer Center)
- ◆ AREA WITH SEATS REORGANIZED: Main lobby at front entrance

BECK FIELD HOUSE ON WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Righthand door by athletic director's office
- ◆ EXIT: North end, righthand door facing Browder Hall
- ◆ TRAFFIC FLOW: Enter by athletic director's office, travel through gym to destination and exit through north exit
- ◆ MARKED NARROW CORRIDOR: Coaches' suites corridor across from weight room

BEVILL HALL ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Front righthand door
- ◆ EXIT: Front stairwell side exit door
- ◆ TRAFFIC FLOW ON FIRST FLOOR: Enter front righthand door, travel to destination and exit out the front stairwell side exit door
- ◆ TRAFFIC FLOW ON SECOND FLOOR: Enter rear stairwell, travel to destination and exit out the front stairwell side exit door
- ◆ STAIRWELL GOING UP: Rear stairwell
- ◆ STAIRWELL GOING DOWN: Front stairwell
- ◆ MARKED NARROW CORRIDORS: The rear office suite on the first floor should be entered through the door next to rear stairwell. Exit door is farthest from rear stairwell. The center office suite on the second floor should be entered through the door on the Helderman Hall side and exited through the door on Beck Field House side.

HELDERMAN HALL ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Front central door
- ◆ EXIT: North side door
- ◆ TRAFFIC FLOW ON FIRST FLOOR: Front door entrance, south stairwell, north stairwell
- ◆ TRAFFIC FLOW ON SECOND FLOOR: Office corridor south entrances, office exit north and exit north stairwell
- ◆ STAIRWELL GOING UP: South stairwell
- ◆ STAIRWELL GOING DOWN: North stairwell
- ◆ AREA WITH SEATS REORGANIZED: Main corridor and lounge area

INZER STUDENT CENTER ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE ON FIRST FLOOR: West breezeway (Naylor Hall side) righthand handicapped-accessible door
- ◆ ENTRANCE ON SECOND FLOOR: Center stairwell
- ◆ ENTRANCE TO CAFETERIA: Facing the cafeteria, enter through the righthand door
- ◆ EXIT ON FIRST FLOOR: Northside stairwell to first floor patio
- ◆ EXIT ON SECOND FLOOR: Center door onto patio and north stairwell to ground floor
- ◆ EXIT FROM THE CAFETERIA. Lefthand door
- ◆ TRAFFIC FLOW ON FIRST FLOOR: Breezeway to Inzer Center stairwell for up to second floor. Exit north patio door right of Cardinal Tutoring Center
- ◆ TRAFFIC FLOW ON SECOND FLOOR: Office corridor entrance and exit
- ◆ STAIRWELL GOING UP: Center stairwell
- ◆ STAIRWELL GOING DOWN: Northside stairwell to first floor patio
- ◆ MARKED NARROW CORRIDOR ON FIRST FLOOR: Corridor to TRiO office area
- ◆ MARKED NARROW COORIDOR ON SECOND FLOOR: Corridor in office area
- ◆ AREA WITH SEATS REORGANIZED: Main lobbies on both floors

MEADOWS LIBRARY ON WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Breezeway to library corridor
- ◆ EXIT: East door leading from library to Quad
- ◆ MARKED FOR WAIT LINES: Circulation desk
- ◆ MARKED TRAFFIC FLOW: Corridor in office area
- ◆ AREA WITH SEATS REORGANIZED: Reading area

NAYLOR HALL ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: First floor north door
- ◆ EXIT: First floor center lobby south door
- ◆ TRAFFIC FLOW ON FIRST FLOOR: Enter north main floor and use north stairwell to go downstairs
- ◆ TRAFFIC FLOW ON SECOND FLOOR: Enter north main floor
- ◆ STAIRWELL GOING UP: Center stairwell
- ◆ STAIRWELL GOING DOWN: Two side stairwells
- ◆ MARKED NARROW CORRIDOR IN BASEMENT: Corridor in office area
- ◆ MARKED NARROW CORRIDOR ON FIRST FLOOR: Enter office suite south corridor and exit north corridor
- ◆ MARKED NARROW CORRIDOR ON SECOND FLOOR: Enter office suite south corridor and exit north corridor
- ◆ AREA WITH SEATS REORGANIZED: Main lobby on first floor

WALLACE HALL ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Front eastern door next to office suite
- ◆ EXIT: Northern door next to Room 144
- ◆ MARKED TRAFFIC FLOW: Enter the front east door and exit the north door
- ◆ STAIRWELL GOING UP: South balcony stairwell
- ◆ STAIRWELL GOING DOWN: North balcony stairwell
- ◆ MARKED NARROW CORRIDORS: Both one-way corridors across from the choir room and rear offices
- ◆ AREA WITH SEATS REORGANIZED: Corridor

ADMINISTRATION BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front entrance righthand door
- ◆ EXIT: Rear single door by women's restroom
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: Enter through the front righthand door, travel to destination and exit through rear single door.
- ◆ MARKED TRAFFIC FLOW ON SECOND FLOOR: Enter through front righthand door, travel up right side stairwell to destination and exit down left side stairwell through rear single door
- ◆ AREA WITH SEATS REORGANIZED: Reading area
- ◆ STAIRWELL GOING UP: Right stairwell (near dean's office)
- ◆ STAIRWELL GOING DOWN: Left stairwell (near women's restroom)
- ◆ MARKED NARROW CORRIDORS: All hallways and stairwells in building

AUTO COLLISION REPAIR BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: East door on north side of building (closest to Automotive Service Technology Building)
- ◆ EXIT: West door on north side of building (closest to Realtime Reporting Building)
- ◆ MARKED TRAFFIC FLOW: East entrance and west exit

AUTOMOTIVE SERVICE TECHNOLOGY BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: North door (next to Administration Building parking lot)
- ◆ EXIT: West door (side facing Auto Collision Repair Building)
- ◆ MARKED TRAFFIC FLOW: North entrance and west exit

BEVILL CENTER ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front entrance right door facing Cardinal Drive
- ◆ EXIT: Double doors at courtyard near Civil Engineering classroom
- ◆ TRAFFIC FLOW IN CENTRAL CORRIDOR: Clockwise
- ◆ MARKED TRAFFIC FLOW: Students enter through Cardinal Drive front door, travel to destination and exit through rear single door near Civil Engineering classroom

SALON AND SPA MANAGEMENT BUILDING ON THE WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: West main entrance (end next to Joe Ford Center)
- ◆ EXIT: East door (next to Welding Building)
- ◆ MARKED TRAFFIC FLOW: West entrance and east exit
- ◆ MARKED FOR WAIT LINES: Furniture spacing in waiting area
- ◆ MARKED NARROW CORRIDOR: Rear corridor
- ◆ AREA WITH SEATS REORGANIZED: Waiting area and work stations

ELECTRICAL / INDUSTRIAL AUTOMATION ON EAST BROAD CAMPUS

- ◆ ENTRANCE: South entrance west door (closest to parking lot)
- ◆ EXIT: North corridor exit to sidewalk (facing Automotive Service Technology Building)
- ◆ MARKED TRAFFIC FLOW: South entrance, clockwise flow in square corridor and north exit
- ◆ MARKED NARROW CORRIDORS: Central corridor marked for clockwise flow

JARVIS HALL ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front north door (closest to traffic circle)
- ◆ EXIT: West door (closest to Automotive Service Technology Building)
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: East stairwell up, west stairwell down and west exit
- ◆ MARKED TRAFFIC FLOW ON SECOND FLOOR: North entrance, east stairwell up, west stairwell down and west door exit
- ◆ STAIRWELL GOING UP: East stairwell (end of building near Mitchell Hall)
- ◆ STAIRWELL GOING DOWN: West stairwell (closest to Automotive Service Technology Building)
- ◆ MARKED NARROW CORRIDORS: All corridors in building

JOE FORD CENTER ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Central door (facing the Bevill Center)
- ◆ EXIT: North door (facing One Stop Center)
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: Central entrance, central stairwell up, north stairwell down and north exit
- ◆ MARKED TRAFFIC FLOW ON SECOND AND THIRD FLOORS: Central stairwell up and north stairwell down
- ◆ STAIRWELL GOING UP: Central stairwell
- ◆ STAIRWELL GOING DOWN: North stairwell
- ◆ MARKED NARROW CORRIDORS ON FIRST FLOOR: Business Division offices and Financial Division offices enter main lobby and exit rear to corridors
- ◆ AREAS WITH SEATS REORGANIZED ON FIRST FLOOR: Main lobby
- ◆ AREAS WITH SEATS REORGANIZED ON THIRD FLOOR: Stairwell landing

ONE STOP CENTER ON EAST BROAD CAMPUS

- ◆ ENTRANCE TO BUILDING: Cardinal Drive front entrance righthand door
- ◆ ENTRANCE TO BOOKSTORE: Large lobby entrance door
- ◆ EXIT FROM BUILDING: Center courtyard righthand door
- ◆ EXIT FROM BOOKSTORE: Rear single courtyard door
- ◆ MARKED TRAFFIC FLOW IN BUILDING: Faculty and students enter through Cardinal Drive front righthand door, travel to destination and exit through rear door near Financial Aid
- ◆ MARKED TRAFFIC FLOW IN BOOKSTORE: Students enter through Cardinal Drive front righthand door, travel to bookstore and exit through rear single courtyard door

RALLS HALL ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front entrance righthand door facing traffic circle
- ◆ EXIT: Rear righthand door
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: Students enter through front righthand door, travel to destination and exit through rear righthand door
- ◆ MARKED TRAFFIC FLOW ON SECOND FLOOR: Students enter through front righthand door, travel upstairs to destination and back downstairs and exit through rear righthand door
- ◆ STAIRWELL GOING UP: Center stairwell
- ◆ STAIRWELL GOING DOWN: Center stairwell
- ◆ MARKED NARROW CORRIDORS: All hallways and stairwells in building

REALTIME REPORTING BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Fleming Street front entrance righthand door
- ◆ EXIT: Rear single door facing the back of the Joe Ford Center
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: Students enter through Fleming Street front righthand door, travel to destination and exit through rear door
- ◆ MARKED TRAFFIC FLOW ON SECOND FLOOR: Students enter through Fleming Street front righthand door, travel upstairs to destination and back downstairs and exit through rear door
- ◆ STAIRWELL GOING UP: Center stairwell
- ◆ STAIRWELL GOING DOWN: Center stairwell
- ◆ MARKED NARROW CORRIDORS ON FIRST FLOOR: All hallways and stairwells in building

SCIENCE BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: First floor main door
- ◆ EXIT FROM FIRST FLOOR: East door near One Stop Center
- ◆ EXIT FROM SECOND FLOOR: East stairwell near One Stop Center
- ◆ MARKED TRAFFIC FLOW ON FIRST FLOOR: Enter main door and use center stairwell to go upstairs
- ◆ MARKED TRAFFIC FLOW ON SECOND FLOOR: Center stairwell to go upstairs to second floor
- ◆ STAIRWELL GOING UP: Center stairwell
- ◆ STAIRWELL GOING DOWN: East stairwell
- ◆ MARKED NARROW CORRIDOR ON SECOND FLOOR: Enter south corridor and exit north corridor in office suite at the north end of the building
- ◆ AREA WITH SEATS REORGANIZED ON FIRST FLOOR: Main lobby and student lounge
- ◆ AREA WITH SEATS REORGANIZED ON SECOND FLOOR: Student lounge

SKILLS TRAINING BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Cardinal Drive front entrance righthand door
- ◆ EXIT: Rear righthand door
- ◆ MARKED TRAFFIC FLOW: Students enter through Cardinal Drive front righthand door, travel to destination and exit through rear righthand door

WELDING BUILDING ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front east door
- ◆ EXIT: South door with ramp
- ◆ MARKED TRAFFIC FLOW: Front east entrance and south exit

WELDING ANNEX ON EAST BROAD CAMPUS

- ◆ ENTRANCE: Front west door main entrance
- ◆ EXIT: South door between welding shops
- ◆ STAIRWELL DOWN: South door exit

ADMINISTRATION BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front righthand door
- ◆ EXIT: Doors at the end of each hall
- ◆ MARKED TRAFFIC FLOW: Entrance and exits
- ◆ MARKED FOR WAIT LINES: Financial Aid, Business Office and Records
- ◆ MARKED NARROW CORRIDORS: Financial Aid, Business Office and Records

ADULT EDUCATION BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door to the left of the building
- ◆ EXIT: Front door to the right of the building

BUSINESS BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door
- ◆ EXIT: Back door
- ◆ MARKED TRAFFIC FLOW: Turn left down hallway

CHEAHA ANNEX ON AYERS CAMPUS

- ◆ ENTRANCE: Door in the middle of the Cheaha Center and Cheaha Annex
- ◆ EXIT FOR FIRST FLOOR: Front door on the left of the building
- ◆ EXIT FOR SECOND FLOOR: Door in the middle of the Cheaha Annex
- ◆ MARKED FOR TRAFFIC FLOW: Top of the stairs noting the Cheaha Center and the Cheaha Annex
- ◆ STAIRWELL UP: Stairs in the original part of the Cheaha Center
- ◆ STAIRWELL DOWN: Stairs in the front of the Cheaha Annex

CHEAHA CENTER ON AYERS CAMPUS

- ◆ ENTRANCE ON FIRST FLOOR: Door in the middle of the building
- ◆ ENTRANCE ON SECOND FLOOR: Middle front door
- ◆ EXIT: Doors in the front of the original Cheaha Center building
- ◆ STAIRWELL UP: Lefthand stairs in the original Cheaha Center building
- ◆ STAIRWELL DOWN: Stairwell that lead into the lobby

COLLISION REPAIR BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door of building
- ◆ EXIT: Back door of building

COLLISION REPAIR BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Door facing the old Computer Science Building
- ◆ EXIT: Door facing the field behind campus

ELECTRICAL TECH/INDUSTRIAL AUTOMATION BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front doors into each program's portion of the building
- ◆ EXIT: Back doors from each program's portion of the building

ELECTRONIC ENGINEERING BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door
- ◆ EXIT: Back door

HVACR BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door to the left of the building
- ◆ EXIT: Front door to the right of the building

LEARNING RESOURCE CENTER ON AYERS CAMPUS

- ◆ ENTRANCE: Front doors of building
- ◆ EXIT: Conference room side exit door
- ◆ STAIRWELL UP: Stairwell in the middle of the LRC
- ◆ STAIRWELL DOWN: Fire exit stairs
- ◆ MARKED FOR WAIT LINES: In front of reception desk
- ◆ AREAS WITH REORGANIZED SEATS: Front lobby

MACHINE SHOP BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door
- ◆ EXIT: Back door

MAINTENANCE SHOP ON AYERS CAMPUS

- ◆ ENTRANCE: Front door to the left of the building
- ◆ EXIT: Front door to the right of the building

SALON & SPA MANAGEMENT BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Door in the middle of the building
- ◆ EXIT: Front door to the left of the building
- ◆ MARKED FOR WAIT LINES: In front of reception desk
- ◆ AREA WITH REORGANIZED SEATS: Reception area

STUDENT CENTER ON AYERS CAMPUS

- ◆ ENTRANCE: Front door of the building facing the Administration Building
- ◆ EXIT: Door to the right of the building

STUDENT SUPPORT SERVICES / DRAFTING BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front doors
- ◆ EXIT: Back door of classroom

WELDING TECHNOLOGY BUILDING ON AYERS CAMPUS

- ◆ ENTRANCE: Front door to the right of the building
- ◆ EXIT: Front door to the left of the building

CARPENTRY BUILDING ON VALLEY STREET CAMPUS

- ◆ ENTRANCE: Single door at front of Prater Hall parking lot
- ◆ EXIT: Rear single door facing storage area

CNA BUILDING ON VALLEY STREET CAMPUS

- ◆ ENTRANCE: Single door facing the student parking lot
- ◆ EXIT: Single door facing the student parking lot

HVACR BUILDING ON VALLEY STREET CAMPUS

- ◆ ENTRANCE: Single door facing the student parking lot
- ◆ EXIT: Single door facing the student parking lot

LEARNING RESOURCE CENTER ON VALLEY STREET CAMPUS

- ◆ ENTRANCE: Single door at front entrance
- ◆ EXIT: Rear entrance leading to parking lot
- ◆ AREA WITH REORGANIZED SEATS: Student lounge

PRATER HALL ON VALLEY STREET CAMPUS

- ◆ ENTRANCE FOR FIRST FLOOR: Enter on second floor using righthand door facing the student and staff parking lot
- ◆ ENTRANCE FOR THE SECOND FLOOR: Right side of the double door facing the parking lot near Job Corps dorms
- ◆ EXIT FOR FIRST FLOOR: First floor exit door facing storage area
- ◆ EXIT FOR SECOND FLOOR: Rear door facing storage area
- ◆ STAIRWELL UP: Stairwell near exit door facing the storage area
- ◆ STAIRWELL DOWN: Stairwell near Massage Therapy office
- ◆ AREA WITH REORGANIZED SEATS: Main lobby

STUDENT CENTER ON VALLEY STREET CAMPUS

- ◆ ENTRANCE: Front of building on the righthand side of the double doors
- ◆ EXIT: Rear single door
- ◆ AREA WITH REORGANIZED SEATS: Lobby

CHEROKEE CENTER—ACADEMIC WING

- ◆ ENTRANCE ON FIRST FLOOR: Center lobby entrance facing parking lot
- ◆ ENTRANCE ON SECOND FLOOR: #2 stairwell
- ◆ EXIT ON FIRST FLOOR: Handicapped-accessible door facing parking lot on rear of building
- ◆ EXIT ON SECOND FLOOR: #2 stairwell
- ◆ MARKED TRAFFIC FLOW: Lobby and #1 stairwell leading to second floor
- ◆ STAIRWELL GOING UP: #1 stairwell in main lobby area
- ◆ STAIRWELL GOING DOWN: #3 stairwell leading to economic development wing
- ◆ MARKED WAIT LINES: Front office lobby
- ◆ AREA WITH SEATS REORGANIZED ON FIRST FLOOR: Front office lobby
- ◆ AREA WITH SEATS REORGANIZED ON SECOND FLOOR: Student Lounge

CHEROKEE CENTER—ARENA

- ◆ ENTRANCE: Center door entrance facing flag pole
- ◆ 2nd ENTRANCE: Right set of doors on the right end of the building near the Chamber of Commerce
- ◆ EXIT: Door in front of A&B Conference Rooms

FOWLER RESIDENCE HALL ON WALLACE DRIVE CAMPUS

- ◆ ENTRANCE: Handicapped-accessible front door
- ◆ EXIT: Left lobby doors
- ◆ STAIRWELL GOING UP: Closest stairwell to lobby
- ◆ STAIRWELL GOING DOWN: Both stairwells on the ends of the hallway