



RETURN TO CAMPUS PLAN

4 PHASES TO IMPLEMENT SAFE MEASURES TO PREVENT THE SPREAD OF COVID-19



Employees and Students

RETURN TO CAMPUS PLAN

OBJECTIVES

- Protect the health and safety of the campus community.
- Resume on-campus instructional, student support and administrative services.
- Appropriate resumption of additional on-campus activities

GUIDING PRINCIPLES

- **Integrity:** Fully adhere to Federal, State and County guidance
- **Collaboration:** Institution and department plans and timelines must be flexible.
- **Responsiveness:** Transitions between steps must be coordinated and will be dependent upon access to protective supplies and materials.
- **Leadership:** Clear communication to students, faculty, staff and community is essential.
- **Teamwork:** We are all in this together! If you are running a fever or experiencing symptoms, protect others by staying home and getting the care you need.

07132020

1

Current

Essential personnel on campus and limited lab opportunities for students to complete Spring and Summer semester instruction

2

July 20, 2020

Begin transitioning employees back to campus based on function as determined by supervisor. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide limited services on campus.

3

August 3, 2020

Continue to transition employees back to campus. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide additional limited services on campus.

4

August 10, 2020

Fall Semester begins with full operation hours on campuses. Campus access will require observance of protective protocols in and out of class, as well as limitations or restrictions for identified areas, services or operations.

EMPLOYEE PHASED APPROACH

Teleworking for employees is emphasized. Those performing essential tasks are working on campus.

Additional employees will return to campus to provide essential tasks and limited services.

Employees will return to campus for operating hours and may also be teleworking.

Standard employee operating hours will resume. Vulnerable employees will work with HR to request accommodation.

STUDENT PHASED APPROACH

Only students participating in limited lab activities as scheduled and directed by their instructor or college administration are allowed on campus.

Students begin returning to campus for limited services while minimizing walk-in traffic.

Only students participating in limited lab activities as scheduled and directed by their instructor or college administration are allowed in classroom/lab spaces.

Students begin returning to campus for limited services while minimizing walk-in traffic.

Only students participating in limited lab activities as scheduled and directed by their instructor or college administration are allowed in classroom/lab spaces.

Fall Semester begins – students will be welcomed back to campus for normal operating hours for services and instruction.

Students should be prepared to assist in cleaning personal instructional workspaces and to follow other guidelines as directed.

Work Area Requirements

RETURN TO CAMPUS PLAN



Current

Essential personnel on campus and limited lab opportunities for students to complete Spring and Summer semester instruction

- Health screening procedures at campus entrance/exit for employees and students
- Face coverings
- Maintain 6 ft distance at all times. Do not gather in any areas.
- Hold meetings remotely when possible
- Cleaning supplies available
- Develop appropriate COVID-19 awareness training
- Staggered work shifts
- Telework when possible



July 20, 2020

Begin transitioning employees back to campus based on function as determined by supervisor. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide limited services on campus.

- Health screening procedures at campus entrance/exit for employees and students in limited lab instruction
- Face coverings
- Maintain 6 ft distance at all times. Do not gather in any areas.
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Cleaning supplies available
- Hold meetings remotely when possible
- Add appropriate signage on campus for social distancing
- Complete COVID-19 awareness training
- Begin work on campus as scheduled by supervisor
- Telework possible for appropriate roles



August 3, 2020

Continue to transition employees back to campus. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide additional limited services on campus.

- Health screening procedures at campus entrance/exit for employees and students in limited lab instruction
- Face coverings
- Maintain 6 ft distance at all times. Do not gather in any areas.
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Signage with guidance for social distancing
- Cleaning supplies available
- Hold meetings remotely when possible
- Complete COVID-19 awareness training
- Work on campus as scheduled by supervisor
- Telework possible for appropriate roles



August 10, 2020

Fall Semester begins with full operation hours on campuses. Campus access will require observance of protective protocols in and out of class, as well as limitations or restrictions for identified areas, services or operations.

- Face coverings
- Maintain 6 ft distance at all times. Do not gather in any areas.
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Signage with guidance for social distancing
- Cleaning supplies available
- In-person meeting can resume in select areas
- Work on campus as scheduled by supervisor
- Telework possible for appropriate roles

Instruction Area Requirements

RETURN TO CAMPUS PLAN

1

Current

Essential personnel on campus and limited lab opportunities for students to complete Spring and Summer semester instruction

- Health screening procedures at campus entrance/exit for employees and students
- Faculty conducting online instruction for Summer Semester
- Face coverings
- Hand sanitizer in every lab
- Cleaning supplies
- Additional Personal Protective Equipment where needed for limited lab areas

2

July 20, 2020

Begin transitioning employees back to campus based on function as determined by supervisor. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide limited services on campus.

- Health screening procedures at campus entrance/exit for employees and students in limited lab instruction
- Face coverings
- Hand sanitizer in every lab
- Cleaning supplies available
- Additional Personal Protective Equipment where needed for limited lab areas
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Signage with guidance for social distancing

3

August 3, 2020

Continue to transition employees back to campus. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide additional limited services on campus.

- Health screening procedures at campus entrance/exit for employees and students in limited lab instruction
- Face coverings
- Hand sanitizer in every lab
- Cleaning supplies available
- Additional Personal Protective Equipment where needed for limited lab areas
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Signage with guidance for social distancing

4

August 10, 2020

Fall Semester begins with full operation hours on campuses. Campus access will require observance of protective protocols in and out of class, as well as limitations or restrictions for identified areas, services or operations.

- Fall Semester classes begin with online, hybrid, and face to face courses
- Instructors and students will clean workspaces after use
- Classrooms and labs will be disinfected based on utilization patterns
- Face coverings
- Hand sanitizer in every lab
- Cleaning supplies available
- Additional Personal Protective Equipment where needed for lab areas
- Plexiglass or protective shield in designated areas
- Sanitizer stands at each campus
- Signage with guidance for social distancing

Operating Schedule and Campus Hours

RETURN TO CAMPUS PLAN



Current

Essential personnel on campus and limited lab opportunities for students to complete Spring and Summer semester instruction

- Academic and student support provide remote access of services
- No on-campus services available
- Limited lab instruction conducted as needed



July 20, 2020

Begin transitioning employees back to campus based on function as determined by supervisor. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide limited services on campus.

Support Services Available

Monday – Thursday
8:30 a.m. – noon
and by appointment

- Enrollment Center
 - Admissions
 - Financial Aid
 - Advisement
 - Library Services
 - Bookstore
 - Business Office
- Limited lab instruction conducted as needed



August 3, 2020

Continue to transition employees back to campus. Continue limited lab opportunities for students to complete Spring and Summer semester instruction. Provide additional limited services on campus.

Support Services Available

Monday – Thursday
8:30 a.m. – 2 p.m.
and by appointment

- Enrollment Center
 - Admissions
 - Financial Aid
 - Advisement
 - Library Services
 - Bookstore
 - Business Office
- Limited lab instruction conducted as needed



August 10, 2020

Fall Semester begins with full operation hours on campuses. Campus access will require observance of protective protocols in and out of class, as well as limitations or restrictions for identified areas, services or operations.

Support Services Available

Monday – Thursday
8 a.m. – 6 p.m.
Friday
8 a.m. – noon

- Enrollment Center
- Admissions
- Financial Aid
- Advisement
- Library Services
- Bookstore (*closed Friday*)
- Business Office

Fall Semester Classes

Monday-Thursday
8 a.m.-10 p.m.
Friday 8 a.m.-noon

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