Return To Campus

What to expect

Prepared by the Gavilan College Emergency Operations Center
Reflecting on the Past 15+ Months
Uncertainties

• Changing course of the pandemic
  • As public health agencies track case rates, hospitalization rates, and new variants, guidance may change

• Changing knowledge and information
  • As new information emerges from the scientific and medical communities regarding the virus, treatments, vaccines, and effective prevention, guidance may change.

• Board action
  • The Gavilan College Board of Trustees may take action to require vaccination for staff and/or students for Spring 2022.
# Reopening Stages

<table>
<thead>
<tr>
<th>STAGES</th>
<th>INSTRUCTION / SERVICES</th>
<th>CAMPUS ACCESS</th>
<th>VISTORS</th>
<th>SCREENING</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>All classes and services online</td>
<td>Limited</td>
<td>Must be preauthorized</td>
<td>Daily check-in protocols and symptom self-screening. Check-in at South Gate and at building.</td>
</tr>
<tr>
<td>II</td>
<td>Most classes online, essential in-person classes only</td>
<td>Limited</td>
<td>Must be preauthorized</td>
<td>Daily check-in protocols and symptom self-screening. Check-in at South Gate and at building.</td>
</tr>
<tr>
<td>III</td>
<td>In-person classes permitted with restrictions</td>
<td>Expanded</td>
<td>Appointment or specific service hours</td>
<td>Daily check-in protocols and symptom self-screening. Stop at South gate and check-in at building.</td>
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<tr>
<td>IV</td>
<td>In-person classes with restrictions</td>
<td>Open with restrictions</td>
<td>During hours of operation</td>
<td>Daily check-in protocols and symptom self-screening. Check-in at building.</td>
</tr>
<tr>
<td>V</td>
<td>Return to standard operations</td>
<td>Unrestricted</td>
<td>During hours of operation</td>
<td>Symptom self-screening.</td>
</tr>
</tbody>
</table>
Stage 2 until June 14

- Most classes online – essential in-person classes only.
- Campus access limited
- Preauthorization required for campus visits
- Pre-screening required prior to coming to campus
  - [COVID-19 Daily Self Assessment Questionnaire](#)
- Check-in at South gate and at each building (QR codes on doors – scan with phone)

- Guidelines continue through June 14, 2021
- Safety protocols in place:
  - Mask-wearing
  - Social distancing
  - Disinfection and sanitization of surfaces
Stage 3  June 15 – July 2

• Most classes remain online
• Campus access expanded
• No preauthorization required for campus visits
• Pre-screening required prior to coming to campus
  • COVID-19 Daily Self Assessment Questionnaire
• Stop at gate and check-in at each building (QR codes on doors – scan with phone)

• Safety protocols in place:
  • Mask-wearing
  • Disinfection and sanitization of surfaces
Stage 4: July 3– December 31, 2021
Stage 5: January 1, 2022 -

- **Stage 4**
  - Begin Date: July 3, 2021
  - In-person classes permitted with restrictions.
  - Campus open with restrictions.
  - Campus visits during hours of operation.
  - Screening required prior to or upon coming to campus
    - [COVID-19 Daily Self Assessment Questionnaire](#)
  - Check-in at each building (QR codes on doors – scan with phone)

- **Stage 5**
  - Projected Start Date: January 1, 2022
  - Return to standard operations.
Transition Plan for Return to Work on Campus

July 1, 2021
All Management Employees
Return to Full-Time On-Campus Work

Staggered Work Shifts for All Professional Support Staff*

August 2, 2021
Student Services Regular On-Campus Appointments (Tuesday - Thursday)

August 23, 2021
All Professional Support Staff
Return to Full-Time On-Campus Work
New Normal

Initially no visiting – employees remain in their work spaces

Frequent breaks expected

Break rooms open – schedule access in advance as much as possible

Designate one person to pick up mail

Meetings will continue by Zoom when practical

Masks continue to be required when in close contact in a shared space indoors

No accessing other buildings
Training Requirements for staff

- Mandatory Cal OSHA COVID-19 trainings as well as emergency preparedness trainings
  - Keenan Safe Colleges: [https://gavilan-keenan.safecolleges.com/](https://gavilan-keenan.safecolleges.com/)
- Required for all employees of the District.
Reminders for Returning to Campus

- Update Voicemail Message
- Review your workspace and prepare for your return
  - All desktops will have webcams and headsets
  - Any I.T. issues should be reported to: help@gavilan.edu
- Parking passes will not be required until January 2022
- Refrigerators may need to be purged
- Report any health & safety observations to: maintenance@gavilan.edu
- Don’t forget to bring with you:
  - Office Keys
  - Employee Badge
  - Lunch / Snacks / WATER

Remember to follow the Facilitron check-in/check-out process for building access!
Resources

- Gavilan College COVID-19 Webpage: [Covid19 Resources and Information - Gavilan College](#)
- Employee Assistance Program: [www.anthem-eap.com](#)
- COVID-19 Testing Resources
  - On-Campus Testing
  - [COVID-19 Testing: Santa Clara County](#)
  - [COVID-19 Testing: San Benito County](#)
- HEERF Funding Form: [Request Form for HEERF Funds](#)
  - Please contact your department chair or dean for more information.