Roadmap for Reopening Valencia College Campuses and Locations

PHASED REOPENING

The Roadmap for Reopening Valencia College Campuses and Locations represents a framework for thinking about the rationale and the logistics of expanding operations beyond our current state. The framework is designed to represent a collegewide perspective on both the needs for various programs and departments as well as the ability of the College to meet those needs and support the employees and students who come to a Valencia location or campus. The phases and factors are not a checklist but rather, a guide to decision-making.
**Current Operations** (March - July 31, 2020)

Though the large majority of College operations, teaching, learning, student affairs and learning support have moved online, there are critical programs, services and departments where on-site engagement has not ended. Currently, the School of Public Safety continues to operate with students and employees (following the guidelines for operations under Phase 1). Many custodial, maintenance, grounds, security, campus stores, courier services, information technology and other operations are working on-site (under physical distancing and population density-reducing conditions).

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**What is operating in Phase 1?**

- The large majority of students and employees are working/learning remotely to enable physical distancing and reduced population density on campus locations and to provide for the health and safety of our community.

- A very small number of programs where curricula can neither be delivered nor assessed remotely, such as public safety, are being offered in person.

- Departments that need limited access to facilities for portions of their work that cannot be completed remotely, such as payroll, are operating on campus.

- Departments that have work that is critical to the infrastructure of the security, safety and preparedness of the College facilities, such as security, grounds, maintenance and custodial services, are operating on campus.

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**What are the operational and logistical considerations for Phase 1?**

- Only the limited facilities needed by the program or department are opened.

- For students and employees engaged in programs operating in Phase 1, daily temperature checks are completed, and if an individual has a temperature of 100.0 degrees or greater, he or she is sent home and asked to self-monitor for symptoms.

- Employees and students are provided masks, gloves, sanitizer and access to frequent hand washing, and the College has a sufficient supply to meet the anticipated needs of programs/departments operating in Phase 1 for one month.

- Facilities where employees or students are working on-site are arranged so that appropriate physical distancing can be managed in labs, common areas, etc. The standard for physical distancing in College facilities is 6 feet between each individual in each indoor room or location (facility capacity capped at the number of individuals who can be appropriately distanced within).

- A facility and equipment sanitizing plan is developed and implemented for all activated spaces.

- Access to community-use items (copiers, microwaves, etc.) is limited.

- Food and beverage services are not available on-site.

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**What are the conditions considered for establishing current operations (Phase 1)?**

**External factors:**

- Local governments allow essential employees to travel to work.

**Internal factors:**

- The College is able to maintain Centers for Disease Control and Prevention (CDC) physical distancing requirement for students and employees engaged in work or academic/continuing education programs.

- Employees and students who are asked to come onsite feel safe and ready to do so, with measures in place to support those who do not.

- Reporting and contact-tracing protocols are established and implemented for the limited number of individuals on campus in Phase 1.

- The College is able to provide a safe and healthy environment for the limited number of individuals on campus.
Limited Opening (August 1 - at least December 31, 2020)

Though the majority of College operations, teaching, learning, student affairs and learning support would continue online in Phase 2, there are limited programs, services and departments where on-site engagement must be restored. These areas include academic and continuing education programs where on-site demonstration of skills/experiences are required for successful program completion, programs where academic momentum has been disrupted for students in spring and summer 2020, and for departments that are integral to preparing our facilities for wider-scale opening.

What would operate (and why) in Phase 2?

- The majority of students and employees will continue remote engagement/work to enable physical distancing and reduce population density on campus and provide for the health and safety of our community. Only staff and faculty who are involved in the safety, security, cleaning and maintenance of facilities and the faculty and staff required to deliver the on-site classes will be working on-site. All other employees will remain in a remote work setting.
- Departments that have work that is critical to the infrastructure of the security, safety and preparedness of the College facilities, such as security, grounds, maintenance and custodial services, will operate on campus.
- Testing centers remain closed with the exception of required testing for licensure/certification. Other student and learning support services will continue online.
- Business-related travel will be suspended.
- Events that draw groups of individuals together, including the public to view performances, are not permitted.

What are the operational and logistical considerations for moving to Phase 2 operations?

- Limited facilities needed by the program or department are opened.
- All individuals coming on-site are required to complete a daily self-screening for COVID-19 symptoms (education on self-screening to be provided) and if appropriate after a self-screen, stay home and contact a medical professional for evaluation.
- Employees and students are provided hand sanitizer and access to frequent hand washing, and the College has a sufficient supply to meet the anticipated needs of programs/departments operating in Phase 2 for four months.
- A facility and equipment sanitizing plan is developed and implemented for all activated spaces. The College has a sufficient supply of disinfecting products and equipment to meet the anticipated needs of facilities operating in Phase 2 for four months.
- Facilities where employees or students are working on-site are arranged so that appropriate physical distancing can be managed in labs, common areas, office spaces, classrooms and other locations. The standard for physical distancing in College facilities is 6 feet between each individual in each indoor room or location (facility capacity capped at the number of individuals who can be appropriately distanced within).
- Community-use items (copiers, microwaves, etc.) are cleaned regularly, and access to cleaning equipment/supplies and signage about how individuals should clean community-use items after each use are available.
- Limited food and beverage services are available on-site, and those coming to an open facility are encouraged to bring their own food/beverage.
- The College maintains the ability to move back to Phase 1 operations if stay-at-home orders or strict physical distancing is required.
PHASE 3

Broader Opening

Though some College operations, teaching, learning, student affairs and learning support would continue online in Phase 3, there are programs, services and departments where on-site engagement can be restored. These areas include academic and continuing education programs where on-site demonstration of skills/experiences are required for successful program completion, programs where academic momentum has been disrupted for students, programs and courses where faculty and/or students prefer an on-site experience, student support services including learning support, lab experiences, student services and student development, and other College operational departments for which on-site work is practical and preferred.

What would operate (and why) in Phase 3?

- Programs or courses where the curricula can neither be delivered nor assessed remotely or programs where faculty and/or students prefer an on-site experience could return to campus.
- Student support services (correlated to the programs and courses offered on-site) would be offered in person.
- Departments for which on-site work is practical and preferred could return.
- Some students and employees will continue remote engagement/work to enable physical distancing and reduce population density on campus locations, and to provide for the health and safety of our community.
- We are able to provide a safe and healthy environment for individuals on campus and provide opportunities for remote work and learning for those who need to remain physically distanced.
- Some students and employees may continue remote engagement/work based on individual health needs, academic and business needs.
- Limited, required business travel may resume, though non-essential travel is still restricted.
- Non-essential events and gatherings will be considered for approval by campus leadership.

What are the operational and logistical considerations for moving to Phase 3 operations?

- All campuses/facilities are open for regular hours of operation.
- All individuals coming on-site are required to complete a daily self-screening for COVID-19 symptoms (education on self-screening to be provided) and if appropriate after a self-screen stay home and contact a medical professional for evaluation.
- Employees and students are provided hand sanitizer and access to frequent hand washing and, the College has a sufficient supply to meet the anticipated needs of programs/departments operating in Phase 3 for six months.

What are the conditions considered before moving to Phase 3 operations?

External factors:
- Local, state and federal guidance align and support full opening
- Public schools and daycares are open
- Public transportation is available
- All local and state stay-at-home orders lifted
- Testing for the virus and/or antibodies is widely available
- Access to physical and mental healthcare is widely available.
- Hospitals are operating at regular capacity.
- Many industries and businesses, across sectors, are opening.

Internal factors:
- The College is able to provide a safe and healthy environment for those employees and students who come to campus.
- We can respond to the various health needs of our employees and students who may contract the virus after we return, who may be immunocompromised, may care for someone who is immunocompromised, or are the members of a vulnerable population as defined by the CDC.
- Facilities where employees or students are working on-site are arranged so that appropriate physical distancing can be managed in labs, common areas, office spaces, classrooms and other areas.
- Facilities can be arranged so that appropriate physical distancing can be managed in labs, common areas, etc.
- Reporting and contact-tracing protocols are established and implemented for individuals who are working or learning on-site in Phase 3.
- A facility and equipment sanitizing plan is developed and implemented for all activated spaces. The College has a sufficient supply of disinfecting products and equipment to meet the anticipated needs of facilities operating in Phase 3 for six months.
- Community-use items (copiers, microwaves, etc.) are cleaned regularly and access to cleaning equipment/supplies and signage about how individuals should clean community-use items after each use are available.
- Regular access to food and beverage services are available in all locations.
- The College maintains the ability to move back to Phase 1 or 2 operations if stay-at-home orders or strict physical distancing is required.
Return to Full Business Operations

All departments, programs, facilities, locations, campuses and services are fully operational, have adapted to new paradigms and protocols for social engagement, and no extraordinary measures are needed to protect health and safety.

What would operate (and why) in Phase 4?

- The College is fully operational on all campuses and in all departments.
- We are able to provide a safe and healthy environment for individuals on campus.

What are the conditions considered before moving to Phase 4 operations?

External factors:
- A vaccine is widely available and effective.
- Population immunity is high.
- No extraordinary measures are needed to protect health and safety.

What are the operational and logistical considerations for moving to Phase 4 operations?

- Open all campuses/facilities to regular operating hours.