Return to Campus Plan

See Master Plan

- This plan is tentative and subject to change per conditions related to the pandemic and advisories from local, state, and federal health agencies.
- The return to campus will be gradual and occur in incremental stages without a predefined timeline. The stages below specify characteristics, requirements, instruction and services while minimizing risk.
- The stages represent a continuum with the possibility of additional incremental stages (e.g. Stage 1A) or the blending of stages with characteristics or requirements of one stage combined with another. There is no set duration for each stage, and the College will progress (or revert back) through the stages on this continuum based on safety, changing conditions, and the ability to meet specified requirements.

Stage 1

The campus is closed to the public

The college is operating under the most current Santa Clara County shelter-in-place order and social distancing protocol. The focus is on essential operations needed to deliver educational services online and maintain core campus operations. Connects with WVM Continuity of Operations plan – phase 1 (planning).

Activities

- Curbside distributions
- Library book pickup
- Instructors accessing office or classroom space as authorized

Requirements

- Adhere to SCC health order and social distancing protocol.
- All activities need to be assessed and preauthorized.

What This Looks Like

- Managers and other employees performing essential work-related activities are working on campus; all other employees will continue working remotely.
- The focus is on planning activities to ready the campus for limited re-opening.
- All learning and classes are offered remotely with exceptions made for hands-on instruction as required by regulation and administered with authorized health and safety protocols.
- No visitors allowed except by appointment for issuance of instructional supplies and technology.
- No gatherings allowed.

Stage 1A

Campus is open and limited to faculty

Additional employees return to campus in waves, based on work function and as specified in approved departmental plans to prepare for campus reopening.

Activities

- Employee training

https://www.westvalley.edu/covid-19/return-to-campus.html
• Curb side distributions
• Library book pickup
• Instructors accessing office or classroom space as authorized
• Manager training and campus preparation (including Keenan training)

Requirements

• Adhere to SCC health order and social distancing protocol.
• All activities need to be assessed and preauthorized.

What This Looks Like

• Managers and other employees performing essential work-related activities are working on campus; all other employees will continue working remotely.
• The focus is on planning activities to ready the campus for limited re-opening.
• All learning and classes are offered remotely with exceptions made for hands-on instruction as required by regulation and administered with authorized health and safety protocols.
• No visitors allowed except by appointment for issuance of instructional supplies and technology.
• No gatherings allowed.

Stage 2

The campus is open and limited to students, faculty and visitors by appointment, with limited face-to-face classes, and faculty filming online lectures.

The college is operating under the most current SCC shelter-in-place order and social distancing protocol and/or other local/state/federal guidelines as required. The focus is on the limited return of critical student services and operations and providing students and employees essential access to on-campus technology, specialized facilities, and resources. Aligns with WVM Continuity of Operations Plan – Phase 2 (campus open).

Activities

• A small number of in-person classes are meeting on campus as required to meet learning objectives.
• The library is open to students only to serve as a designated computer and study space a with social distancing protocols in place. Other designated study and computer spaces will be opened if there is a demand.
• Designated classrooms are open for faculty on a reservation basis for the purpose of filming lectures for their online classes.
• Counseling, tutoring, and student health services are virtual.

Requirements

• College units must have approved plan and meet all requirements.
• Employees must meet training, screening requirements and have their work schedule, work area, job duties, etc. assessed and discussed prior to returning to campus.
• All those on campus must abide by the protocols outlined in the RTC plan (e.g., symptom monitoring, face masks coverings, physical distancing, etc.).
• Facilities modifications, cleaning schedule, signage and markers are in place.

What This Looks Like

• Only students attending essential in-person class meetings are allowed on campus
• Groups of students receive in-person, hands-on instruction, and critical student services are provided under strict safety protocols.
• Additional employees return to campus as specified in approved unit plans so that they may serve students.
• Students begin returning to campus (i.e., students requiring face-to-face support are allowed back on campus by appointment) while minimizing walk-in traffic.
• No gatherings allowed.

Stage 3 (Current)

The campus is open to students and visitors by appointment or specific service hours.

The college is operating under the most current local/state/federal orders and guidelines. The focus is on priority services and operations, and providing students and employees essential access to on-campus technology, specialized facilities, and resources.

Activities

• In-person classes meetings or group activities as meeting on campus as required to meet learning objectives.
• Café, cafeteria, auxiliary services, special programs are open with social distancing protocols in place.
• The library is open to students only to serve as a designated computer and study space a with social distancing protocols in place. Other designated study and computer spaces will be opened if there is a demand.
• Designated classrooms are open for faculty on a reservation basis for the purpose of filming for their online classes.

Requirements

• All campus events, activities, and class meetings must be assessed and pre-authorized.
• All those on campus must abide by the protocols outlined in the RTC plan (e.g., symptom monitoring, face masks/coverings, physical distancing, etc.).
• Facilities modifications, space layouts, cleaning schedule, signage and markers to accommodate additional activities.

What This Looks Like

• The majority of classes, learning, and services are online.
• Remote work may occur as part of each unit’s plan to meet the College’s needs and comply with county and state guidelines.
• Employees are providing services and performing work that cannot be effectively done remotely.
• Support services are offered with limited service hours or appointment windows while minimizing walk- in traffic.
• Additional class meetings and learning activities are scheduled and administered under protocol.

Stage 4

The campus is open to all students and visitors to access services and conduct business in adherence with county and state guidelines.

Some campus facilities remain restricted and business hours are limited. The College is operating under required protocols and/or applicable guidelines and best practices.

Activities

• Reintroduction of in-person class meetings with social distancing protocols.
• Meetings and gatherings limited to a set number of people still to be determined.
Requirements

- Evaluate and adjust facilities modifications, space layouts, cleaning schedule, signage/markers to accommodate expanded activities.

What This Looks Like

- Most standard employee operations have resumed. Vulnerable employees continue to work with HR to request accommodations
- Limited resumption of most non-instructional/services programs and services
- The college is close to normal operational levels with prohibition of certain activities, events based on guidelines.
- Synchronous online classes are scheduling some in-person class meetings to accommodate learning needs.