Introduction

At Green River College (GRC), our top priority is the safety and well-being of the GRC community. Over the past year, the GRC COVID-19 Reopening committee comprised of numerous students, instructional, technology and community facing departments, has tracked the rapidly changing information from local, state, and federal authorities to monitor the situation and adjust plans for the College according to their guidance. From the start of the pandemic, we committed to bringing students, faculty, staff, and community members back to campus only when it was safe to do so, according to science, hard data, and the guidance of public health experts. Best practices implemented by Career and Technical Education (CTE) programs since the Governor allowed CTE programs back to campus also informed the protocols and additional changes made to create a safe return to campus.

The GRC COVID-19 Reopening committee is pleased to announce campus will continue the phase approach reopening August 23, 2021, for employees and a phase 2 reopening of additional face-to-face and hybrid courses, student support services, and other College operations beginning September 9, 2021.

This GRC Campus Reopening Plan embraces our "new normal" and provides a comprehensive set of guidelines to safely reopen campus, in accordance with the latest health recommendations from the State of Washington, the U.S. Centers for Disease Control, and other relevant authorities such as King County Health Department and Social Services.

The various campus units represented in the Reopening committee are as follows:

Instruction
Student Affairs
Campus Safety
Facilities
Business Office
Branch Locations
AFT
WFSE
College Relations
Institutional Effectiveness
Information Technology
International Programs
Campus Corner Apartments
Human Resources

Spring 2021: There were students and employees on Auburn Main campus and Auburn Center facilities. The majority of students participating in face-to-

programs, Nursing, Natural Resources, and Aviation. Facilities, Campus Safety and other essential personnel were also on campus to support instructional programs and other College operations and business needs. Employees were on campuses to provide essential work to maintain the College's service to the community, as well as complete essential college functions. Campus Corner Apartments, Conference Services, and College Athletics were

Please contact your supervisor or HR to ensure you understand important details if you have any questions or concerns about:

Your safe return to work on campus by Spring Quarter 2022.
Unmet needs for your child or family care due to the pandemic when your return to work on campus is required.
Any personal or family health medical needs that are affected by your return to work on campus when required (contact Benefits Office directly).
Available leave options (contact Benefits Office directly).

As early as possible, any employee with personal and/or family health needs that may limit your ability to safely return to work on campus in spring quarter 2022 should contact the Benefits Office and request a confidential discussion with the HR Benefits Consultant who directly supports employee medical and family leave issues. HR will advise you on your best available work and leave options.

Timeline:

March 2021

Gain an understanding of the courses and campus support services that may be offered with on-campus components in Fall 2021.
Finalize plans for a phased return to campus approach, including gradual on-campus staffing and instructional capacities with planned percentage increases for each quarter in the 2021-22 academic year.
Develop department EOC safety plan for future use by department leads.
Survey on the services and needs in order to prioritize for on-campus work.
Engage subcommittees in determining next steps and budget needs during the budget process for reopening.
Determine a flow chart of local and federal funding allocations and distributions adhering to directives of the funding sources.
Continue to present to campus on updates on what is happening with Reopening Committee.
Create an internal system for communications and questions to be asked of the Reopening Committee.
Place all information and meeting minutes into one location for internal partners to view what is happening monthly on planning and implementation.

April 2021
Develop support documentation for supervisors and managers to help them in leading through onboarding classes and other operations.
Establish guidelines on equitably managing teams whose members work both remotely and on-campus.
Develop documentation for staff to help them understand what support they can plan to receive from the college, and what expectations they should have moving

- Share with faculty and staff an outline of the phased return to campus plan at the various campus forums including managers meetings, faculty, and all campus.
- Utilize results of surveys to aid in determining when and at what capacity to return specific services to campus.
- Offer multiple ways of Q&A information for faculty, staff, and students to further provide clarity on the planned phased return. Will also include the option to

Courses offered on all campuses must also have remote sections available. *(Exceptions will be made on a case-by-case basis, with the approval of the Vice President of Instruction.)*

At least 2 months before the start of the Fall Quarter, and subsequent quarters, final decisions will be made on whether each identified course in collaboration with faculty, division chair and dean will be (a) allowed to run on-campus, or (b) converted to be offered remotely.

Each department must work with the appropriate director, dean, or vice

Green River College is serving students and community members remotely by offering a full spectrum of classes and support services online and face-to-face.

- o 3-in-1 stands with signage, touchless hand
     sanitizer, masks and sanitizer wipes
- o Signage for physical distancing and ppe usage
- o Window stickers delineating

and Holdings

Main welcome desks will house some PPE (masks, gloves) to distribute upon request

Bulk order of GRC-branded pens that people can take with them after use

GatorNet will include access to templates for access to various signage

<u>Considerations and Needs:</u>

Custodial staff will check on/refill stock daily

Communicate mockups to campus

- o Include pictures/videos of set-ups
- o Create videos and explanation of HEPA filters and UVC lighting and how it works
- o Create master list of where PPE is accessible across campus for those who need/forget theirs and post on GatorNet and website

QR codes on signage directing to our policies/processes for PPE compliance

More

leave their individually assigned spaces for the duration of their isolation. Should a student not comply with isolation requirements, they may be dismissed from housing immediately and not be allowed to return to campus until they are medically cleared.

All students who are designated as close contacts of COVID-Positive students identified through contact tracing will be asked to self-quarantine for 10 days and monitor their symptoms for 14 days in coordination with Campus Safety. These students will need to quarantine in the designated quarantine housing on campus or may choose to go home.

A close contact is someone who:
• Was within 6 feet of someone who is positive for COVID-19 for at least 15 minutes cumulative time in a 24-hour period.
• Provided care for someone with COVID-19
• Had direct physical contact with someone who is positive for COVID-19 (hugging, kissing, touching)
• Shared eating or drinking utensils with someone with COVID-19
• Was sneezed or coughed on, or otherwise got respiratory droplets on them from a person with COVID-19

Contact Tracing Contact

The College will perform contact tracing internally in addition to any local health department contact tracing.

Effective contact tracing will be managed through a partnership between Human Resources, Benefits Services, Student Affairs, and Campus Safety. Collaboration between these departments is crucial to ensure the alignment of strategies to regularly monitor the status of the health environment of the campus. Campus Safety, within Student Affairs oversees contact tracing for student cases and contacts. Benefits Services, within Business Administration oversees contact tracing for employees. Additional assistance with employee contact tracing will be provided to Benefits Services by Human Resources upon request.

Contact Tracing Record Keeping

To monitor and control contact tracing practices, Campus Safety will use a shared communication system. Departments with access to the shared information will be Campus Safety, Student Affairs, Benefits Services and Human Resources as needed.
The purpose of this shared information system will be to:
o Contain the spread of the disease through effective monitoring and rapid response on campus.
o Isolate positive cases or quarantine of close contacts, which can slow and stop the transmission on campus.
o Allow for collaboration between departments.

Student-Related Cases

Students are permitted to remove their mask or face covering to eat and drink, with physical distancing still required.

Physical Distancing

Students, faculty and staff are expected to maintain 3-6 feet of distance from one another under all reasonable circumstances. This policy applies to all classrooms, offices, indoor and outdoor gathering spaces, including residence halls, the Student Center, Dining Hall, athletic gym, RAC, or fitness center, computer labs and the Library.

Failure to Comply or Following the Directive of a College Employee

WAC 132J-126-090 Conduct-Student Responsibilities
(10) Failure to comply.

> Failure to comply with directions of college officials, campus safety officers, or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so. Not abiding by the direction of college officials (safety officers, administrator, staff, or faculty member) in the exercise of their duties, including both written and verbal instruction as well as producing College identification when asked. This includes abiding by all College-required physical distancing, face coverings, crowd sizes, reporting, and contact tracing measures. This charge may be applied if a student has been instructed to quarantine/self-isolate and fails to do so.

Fraud, Lying, or Misleading Lying or Fraudulent Misrepresentation

WAC 132J-126-090 Conduct-Student Responsibilities
(24) Forgery or alteration of records
Any student who, while in any college facility or participating in a college

(2) Probation - A written reprimand for violation of specified regulations. Probation is indefinite or for a designated period and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.

(3) Loss of privileges - Denial of specified college privileges for a designated period.

(4) Fines - Previously established and published monetary charges.

(5) Restitution - Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

(6) Discretionary sanctions - These may include, but are not limited to, work assignments, essays, service to the college, or other related discretionary assignments.

(7) College suspension - Separation of the student from the college for a definite period, after which the student is eligible to return. Conditions for readmission may be specified.

(8) College dismissal - Permanent separation of the student from the college.

(9) Revocation of admission and/or degree - Admission to or a degree awarded from the college may be revoked for fraud, misrepresentation, or other violation of college standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.

(10) Registration hold - Students may have their registration privileges blocked pending the completion of specified sanctions/conditions. Holds may be placed and removed only by the vice president of student affairs or designee.

(11) Revocation of club status and loss of college recognition - Applies to clubs and organizations.

Facilities Management and Disinfection Practices

<u>Laboratory Space:</u> The disinfection of laboratories will be conducted by the laboratory techs working in designated areas. Facilities staff will not be cleaning

Create dedicated line to central hub that will facilitate direction of students to the correct services.

Which logistics need to be worked out on an individual office/service area level.

Establish and post/publish room/space capacity restrictions,

Define flow of student traffic,

Identify which essential services will be offered in-person by individual area.

Support Services:

Student Affairs (M & Th, 8:00am Ë 5:00pm)

Assessment & Testing Center

Athletic & Recreation

Career, Advising, and Completion Center

Conference Services

Disability Support Services

Financial Aid

Gator Grill/Daily Grind

M-TH, 7:30-2

Temporary Trades services will remain M-TH, 11:00-1:00

Gator Pantry service

Judicial Affairs

Office of the Registrar

Paper Tree Bookstore

M-F, 7:45 – 3:00

Open Doors (M & Th 8:00-5:00 pm)

Branch Locations (times are adjusted depending on needs of these locations, please contact site for specific hours of operation)

Kent (M-Th 8:00am- 8:00pm. Friday 8:00am to 4:00pm)

Enumclaw (M-Th 8:00am to 5:00pm and virtual until 8:00pm)

Auburn Center (M & Th 7:00am-3:00pm. Virtual assistance will be available 7:30am-11:30am, M-F)

Continuing & Community Education (TBD)

Workforce Education (M & Th 8:00-5:00 pm)

Counseling (TBD)

Holman Library (Limited hours)

MESA (M & Th 8:00-5:00 pm Virtual on Friday)

Building secretaries (M & Th 7:00 Ë 3:30 pm)

Information Technology:

Employee IT Support Helpdesk – Virtual Assistance remotely (M-F 8:00 – 5:00pm)

Student IT Support Helpdesk -Virtual Assistance Lobby Support (M-TH 8:00- 7:00pm, F 8:00-5:00pm)

College Advancement (M & Th, 8:00am-5:00pm)

Institutional Effectiveness (M & Th, 8:00am-5:00pm)

APPENDIX A

King County Updates

1. What is the current state of the COVID-19 epidemic and vaccination efforts in King County?

    o Current Data: [COVID-19 information and resources for King County, WA - King County](#)
    - o Cases peaked in Dec and Jan. Levels are declining, but still of concern.
    - o Test positives are decreasing but still high.
    - o Good news: Another vaccine will be authorized soon, and more are in the pipeline.
    - o Bad news: Variant strains have been detected in WA state.
    - o The leading number of cases is still in the 20-30-year-old range; also, an increase in the under 20 as well. 20-30 are 40% of the cases.
    - o 70-80% of the community needs to be vaccinated to begin to reach "[herd immunity](#)"

2. Do you recommend college employees and students wait until be fully vaccinated to return to campuses?

    o It is NOT recommended that employees and students wait to be fully vaccinated before returning to campuses. It is especially important to ensure needed mitigation: mask-wearing, social distancing, frequent hand washing.

3. Are you concerned with King County community & technical colleges reopening this fall?
    - o There is no great concern if this were to happen, if safety protocols are enforced and people follow required: mask-wearing, social distancing, frequent hand washing.
    - o GRC has develop a phased plan for reopening. When developing reopening plans, it is extremely important to continue to message the importance of needed behavior on and off-campuses. This includes following the

☐ This guidance should be used if we have programs on campus open to the public, or continuing education programs.

☐ [Higher Education Proclamation](): This should be followed for general instruction and operation.

In many ways, these guidelines provide greater flexibility for colleges than the Healthy Washington guidelines.

These guidelines do not indicate class caps and provide greater flexibility to run needed courses and programs.

It still important to require:

o Needed physical distancing of at least 6 feet

o Health attestations

o Masking

o Frequent hand washing

It is important when developing reopening plans that flexibility to return instruction and operations back to remote operation is included. This allows for the ability to quickly make needed changes if the COVID situation worsens.

Testing

There is no requirement to test on an ongoing basis.

It is not recommended to complete regular testing for all employees and students. It is important to do so for certain groups, such as nursing students and faculty, student-athletes, and athletics staff.

We must have the ability to provide access to testing whenever it is needed.

There are many testing options.

o Testing locations: [COVID-19 information and resources for King County, WA - King County]()

5. Has science determined that a certain percentage of vaccinations is needed for us to think about in reopening planning?

70-80% of the community needs to be vaccinated to begin to reach "[herd]() [immunity]()"

Herd immunity is notstructions notHerd immunity imm

7. Will college faculty and staff be able to be vaccinated when public school teachers are allowed to?
    o Vaccinations are currently being offered.
    o It is important to remember that college faculty and staff may qualify for earlier vaccinations based on their individual needs that align with the current phased plan.
    o Most individuals over the age of 16 are currently able to be vaccinated.

8. What information might we communicate to staff, faculty, and students who may rem- 107.43 608.350.08 0 0o st

Criteria for Prioritization of Department/Areas/Programs

Critical college services or programs that cannot adequately be completed remotely.

Services that must meet compliance regulations (Disability Support Services, Veterans Services, etc.).

Student facing services that support marginalized populations and students who are struggling with remote learning.

Services for students in jeopardy of failing that may need one-on-one tutoring/counseling/assistance.

Services/Resources with no alternative remote option or could be better served on campus.

Services supporting enrollment activities and access to critical support, such as the Benefits Hub, food pantry, etc.

Technology

Cost vs benefit for physical space adaptation needed to meet safety requirements.