

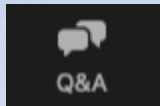
RETURN TO CAMPUS UPDATE FORUM May 21, 2021



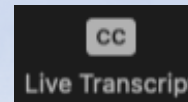
The event is being recorded and will be shared with the campus.



Welcome our ASL Interpreters, Alpin and Jeannine.



Use Q&A button to ask Questions.



Live Captions are available.

W E L C O M E

California Vaccination Progress

Nearly
35 Million
Doses Administered

64%
of Californians are
partially or fully
vaccinated

Service Area Vaccination Progress

City	Vaccinated as of May 7	Increase since February 24
Artesia	61.7%	43.5%
Bell Gardens	45.9%	38.4%
Bellflower	49.3%	37.8%
Cerritos	70.6%	46.0%
Downey	57.0%	43.5%
Hawaiian Gardens	47.9%	40.3%
La Mirada	56.4%	41.0%
Lakewood	58.3%	42.7%
Norwalk	54.3%	42.3%
Paramount	46.5%	38.0%
Santa Fe Springs	56.7%	43.9%
South Gate	51.3%	42.5%

Important Dates



June 15, 2021 State Aims to Fully Reopen

July 18, 2021 Finalize Return to Campus Document

August 2, 2021 Return to Campus

TEACHING AND LEARNING TASK FORCE

Teaching and Learning Task Force



Administrative Representative	Rick Miranda
Classified Representative	Michele Kingston
Classified Representative	Jan Senf
Confidential Representative	Julie Mun
Confidential Representative	Andrea Wittig
Faculty – CCFF Representative	Janet Mitchell-Lambert
Faculty – Senate Representative	Henrietta Hurtado
Management Representative	Frank Mixson
Management Representative	Nick Real
Student Representative	Jeremy Ramos
Student Representative	Alan Andrade

Teaching and Learning Task Force Recommendations



HYBRID COURSE DESIGN

1. Develop a joint communication from Academic Affairs and the Faculty Distance Education Coordinators to recommend that all hybrid classes hold their first week of meetings online to introduce syllabus and determine which days students will be on-ground.
2. Request that faculty be encouraged to utilize Canvas to post information regarding course delivery and the meeting schedule for each class.
3. Add a standard note to hybrid sections in the Fall 2021 schedule.
Note: If enrolled in a hybrid course, students are required to attend both the online and on ground components. Students will be encouraged to check Canvas for additional information from their instructor.
4. Develop campus-wide guidelines for students enrolling in hybrid classes prior to fall registration. This is especially important for students who will be attending the college for the first time.

Teaching and Learning Task Force Recommendations



STUDENT SUCCESS AND SAFETY

1. Request that all faculty be mindful and understanding of challenges students may be facing, and to be more flexible with the post no-show drop policy.
2. Request that faculty add student safety requirements (health questionnaire, wristband, etc.) to syllabi.
3. Ensure information regarding Fall 2021 classes, the different types of course delivery, services available, contact information, etc. are posted online and well publicized.
4. Communicate with students that although there may be some classes on campus on Fridays, there will be no staff on campus. All services will be provided virtually on Fridays.

Teaching and Learning Task Force Recommendations



CLASSROOMS AND CAPACITY

1. Post temporary classroom maximum capacity signs in each room to avoid confusion.
2. Provide the room capacity list to the division office with the maximum number of student seats for all classrooms online.

Note: This has already been sent to the instructional deans.

3. As the Fall 2021 schedule is built and published, IT should test all technology in classrooms and labs, including document cameras, to make sure everything is in working order before classes begin.
4. Review emergency posters and signage to make sure they are up to date.
5. Post signage that no food or drink is allowed in classrooms.
6. Post a list of campus resources and contact information on podiums in every classroom.

Teaching and Learning Task Force Recommendations



DRAFT CONTACT SHEET FOR CLASSROOMS

Contact Information for Automotive Building Classrooms
562.860.2451

<p>Instructional Dean Dr. Nick Real Ext. 2903 yreal@cerritos.edu</p> <p>Division Office Ext. 2900 tech-info@cerritos.edu</p>	<p>Student Health Services Ext. 2321 studenthealth@cerritos.edu</p> <p>Dr. Hillary Mennella Associate Dean Student Health & Wellness Ext. 7830 hmennella@cerritos.edu</p>
<p>Facilities Luz E. Ocampo Ext. 2307 locampo@cerritos.edu</p> <p>Shannon Kaveney, Facilities Manager Ext. 2315 skaveney@cerritos.edu</p> <p>Carlos Serna, Operations Manager Ext. 2302 cserna@cerritos.edu</p>	<p>Student Affairs Ext. 2458 oscg@cerritos.edu</p> <p>Dr. Cynthia Lavarieri Coordinator, Student Conduct & Grievances Ext. 2852 clavarieri@cerritos.edu</p> <p>Dr. Elizabeth Miller, Dean of Student Services Ext. 2476 emiller@cerritos.edu</p>
<p>Information Technology Ext. 2166 HelpDesk@cerritos.edu</p> <p>Patrick O'Donnell, Director of Information Technology Ext. 2171 podonnell@cerritos.edu</p> <p>Javier Banuelos, IT Manager Ext. 2167 ibanuelos@cerritos.edu</p>	<p>Campus Police Ext. 3076 or 562.402.3674 (non-emergencies) 911 (emergencies) campus-police@cerritos.edu</p> <p>Don Mueller, Chief of Campus Police Ext. 2299 dmueller@cerritos.edu</p> <p>Wayne Rehnelt, Captain of Campus Police Ext. 2327 wrehnelt@cerritos.edu</p>

Teaching and Learning Task Force Recommendations



RETURN TO CAMPUS PLAN REVISIONS: HIGHLIGHTS

- Clarify that the college will continue following Yellow Tier guidelines through Fall 2021.
 - *In the event the state further relaxes the guidelines, the college will reconvene the Return to Campus Task Forces to discuss possible changes to the plan such as, but not limited to, the indoor mask policy and requests by faculty to expand classroom capacity.*
- While LA County Department of Health guidelines permit libraries to open at 75% capacity, the college, out of an abundance of caution, will open the library at 50% capacity and in some areas of the LRC even less than that, based on six-foot distancing protocols.
- The college will allow outdoor recreational sports courts, fields, and facilities for permitted recreational sports activities and physical conditioning in compliance with all relevant LACDPH protocols, including Protocols for Youth and Adult Recreational Sports, Reopening Protocol for Gyms and Fitness Establishments, and Protocols for Reopening of Public Swimming Pools.
- Update protocols for faculty with regard to course syllabi, safe office spaces, teaching courses with labs, etc.

FACILITIES AND SAFETY TASKFORCE

Facilities and Safety Task Force Workgroup



Administrative Representative	Felipe Lopez
Classified Representative	Isabel Aguilar
Classified Representative	Maricela Pedroza
Confidential Representative	Linda Kaufman
Confidential Representative	Cheryl Thury
Faculty – CCFF Representative	April Bracamontes
Faculty – Senate Representative	Rebekah Hathaway
Management Representative	Shannon Kaveney
Management Representative	Rory Natividad
Student Representative	Jay Perez

Facilities and Safety Task Force Recommendations



HEALTH AND SAFETY

- Important to acknowledge the fluctuating guidelines
- Health Screenings
 - Campus kiosks map.
 - Answer health screening questions.
 - Continue to provide daily clearance wristbands.
- Require Face Coverings
 - The District will follow CDC, state, local and federal mandates pursuant to face covering guidelines.
 - List all acceptable face coverings/masks per CDC guidelines.

Facilities and Safety Task Force Recommendations



HEALTH AND SAFETY

- Face Coverings for Indoor and Outdoor relating to Gyms and Fitness Activities
 - Students, faculty and staff must wear an appropriate face masks that covers the nose and mouth as directed federal (CDC), state, and local mandates . Masks should be changed if they become wet, stick to a person’s face, or obstruct breathing” From LA County Guidelines for Reopening Fitness Establishments.
 - Students, faculty and staff who have been instructed by their medical provider that they should not wear a face mask must wear a face shield with a drape on the bottom edge, to be in compliance with State directives, as long as their condition permits. A drape (face covering) that is form fitting to the chin is preferred. Masks with one-way valves must not be used. Masks that restrict airflow under heavy exertion (such as N-95 masks) are not advised for exercise.
- Workspaces
 - Plexiglass will be installed for those areas with walk-up service, front office counters, and in classrooms.

Facilities and Safety Task Force Recommendations



HVAC SYSTEM PLAN

- All buildings that will be occupied in Fall 2021 will be retrofitted with high efficiency MERV 13 filters. Buildings that cannot accommodate MERV 13 filters will be supplemented with either bipolar ionization or HEPA air purifiers.
- All outdoor air dampers will be opened to 100% to control the flow of fresh air into campus buildings.
- All repairs, service, and maintenance noted in the HVAC assessment needs to be addressed.
- This project be completed by the end of summer 2021.

Facilities and Safety Task Force Recommendations



CAMPUS PHYSICAL DISTANCING

- Hire C19 liaisons to monitor masks requirements and social distancing.
- Recommend a minimum of six-feet distance will be remained at all times in:
 - Employee workspaces
 - Lobbies
 - Classroom
 - Labs
 - Campus interior including quad, walkways and other common areas, both indoors and outdoors
 - Signs will be posted with occupancy limits based on the size of each restroom and offices.
- Recommend all outdoor activities will adhere to a minimum of six-feet distancing.
- Recommend all shared governance committee meetings will continue to use video conferencing tools to conduct meetings until further notice.

EMPLOYEE RELATED MATTERS, POLICY AND COMPLIANCE TASK FORCE

Employee Related Matters, Policy and Compliance Task Force Workgroup



Administrative Representative	Adriana Flores-Church
Classified Representative	Kathy Hogue
Classified Representative	Vanessa Salas
Confidential Representative	Michael Meadors
Confidential Representative	Donna Sheibe
Faculty – CCFF Representative	Lynn Wang
Faculty – Senate Representative	Dennis Falcon
Management Representative	Nancy Buvinger
Management Representative	Sandy Marks
Student Representative	Armando Avila
Student Representative	Jose Hernandez

Employee Related Matters, Policy and Compliance Task Force Recommendations



VACCINATIONS

- The Task Force recommends not to mandate vaccinations to return to campus for the Fall 2021 semester.
- This recommendation may change due to CDC, state, local and federal mandates pursuant to their guidelines.
- At this time, the District will continue to encourage employees to get vaccinated.
- The District shall continue to offer vaccination clinics on campus or referral to clinics offering vaccinations.
- Vaccination information and availability is posted on the District website.

Employee Related Matters, Policy and Compliance Task Force Recommendations



FACE COVERINGS

- Indoors
 - Guidelines: All employees vaccinated or not must always wear a face covering when they are in District owned buildings, including hallways, restroom, etc.
 - Face coverings should be properly worn (must cover nose and mouth).
 - In single occupancy offices, an employee may remove their face covering when their door is closed and alone.
- Outdoors
 - Guidelines: The District will follow CDC, state, local and federal mandates pursuant to face covering guidelines.

Employee Related Matters, Policy and Compliance Task Force Recommendations



SOCIAL DISTANCING

- The Task Force recommends all employees to maintain 6ft social distancing while indoors or outdoors while on campus.
- We ask that all employees of the District set an example to both other employees and students in maintaining social distancing.
- Remember these recommendations are for both vaccinated and unvaccinated employees.

Employee Related Matters, Policy and Compliance Task Force Recommendations



ACCOMMODATIONS

- Employees seeking accommodations for the Fall 2021 semester, should contact the accommodationrequests@cerritos.edu.
- Requests for accommodations for the employee's own health condition or unique circumstances at home, should be submitted to the accommodations email ASAP for the fall 2021 semester.
- Human Resources will evaluate each case and contact the employee to schedule an interactive meeting.
- Accommodations may be made as appropriate. Each case has unique circumstances.

Employee Related Matters, Policy and Compliance Task Force Recommendations



DISTRICT MEETINGS AND EVENTS

- The District will continue to have all District meetings held via virtual setting during the Fall 2021 semester.
- Including these types of meetings:
 - Board of Trustees
 - Shared Governance
 - Department
 - Division
 - ASCC
 - District Events
- Any in-person meetings must be approved by the area VP or President of the District, including selection committees, etc.

Employee Related Matters, Policy and Compliance Task Force Recommendations



PRE-SCREENING QUESTIONNAIRE

- The Task Force recommends the continued use of the COVID-19 Employee Pre-Screen Portal within four hours prior to all campus visits.
- This pre-screening is required to ensure the District knows who is on campus at all times. This information is necessary for Human Resources to conduct contact tracing in the event of a positive COVID-19 case.
- All employees must have their manager's approval prior to unscheduled campus visit.

Employee Related Matters, Policy and Compliance Task Force Recommendations



KIOSKS

- The Task Force recommends eliminating the temperature checks for employees.
- It is recommended to issue a wristband with a unique color to identify employees.
- Each Division Office/Manager will issue these wristbands to its employees.
- The employee must wear the wristband at all time while on campus.
- Employees who forget their wristband, must go to the kiosk to obtain a wristband by showing their approved pre-screening questionnaire.

Employee Related Matters, Policy and Compliance Task Force Recommendations



ENFORCING GUIDELINES

- The Task Force recommends hiring and training C19 liaisons in the summer to be fully operational at the start of the Fall 2021 semester.
- C19 liaison will be easily identified by a campus supplied T-Shirt.
- When a situation arises, the manager on duty will talk to the student, and if the student still refuses to leave, then the manager will contact the C19 liaison. The C19 liaison will contact campus police only if needed.
- Contact information will be provided to faculty and staff.

Employee Related Matters, Policy and Compliance Task Force Recommendations



CAMPUS VISIT

- The Task Force recommends finalizing the Campus Visit PowerPoint presentation by June 30, 2021.
- The Campus Visit PowerPoint shall be emailed to all employees by July 15, 2021, and then be posted to the Campus COVID-19 website.
- Prior to August 2, 2021, all campus visits outside of the employee's regular schedule must be approved by their manager, area Vice President, and/or President.
- Employees must follow the guidelines in effect when visiting the campus.

STUDENT SAFETY AND PROTOCOLS TASK FORCE

Student Safety and Protocols Task Force Workgroup



Administrative Representative	Dilcie Perez
Classified Representative	Brian Cable
Classified Representative	Amna Jara
Confidential Representative	Kelly Rios
Confidential Representative	Edith Finney
Faculty – CCFF Representative	Rosa Carrillo
Faculty – Senate Representative	Debra Moore
Management Representative	Lauren Elan-Helsper
Management Representative	Elizabeth Miller
Student Representative	Johnny Wallace
Student Representative	Grace Medrano

Student Safety and Protocols Task Force Recommendations



OUTREACH & COMMUNICATION

- Launch a “Clean Campus” Campaign (email blasts, social media posts, A-frames, bulletin boards, dept monitors, banners, and prominent website presence)
- Revamp COVID-19 page to clearly outline Return to Campus Plan, campus resources, and communication archive. The page also needs to be more prominent on main page.
 - Student Communication Archive – Send faculty, managers, and staff email notifications, Canvas notifications, and post to COVID-19 page.
 - Create a Campus Services Grid for students
 - Create a Campus Kiosk Map for students



Student Safety and Protocols Task Force Recommendations



RETURN TO CAMPUS PLAN & PROTOCOLS

- Important to acknowledge the fluctuating guidelines;
 - Recommend to continue conservative campus guidelines and continuously assess for needed changes.
- Recommend removing Student Acknowledgement, Waiver of Liability, Assumption of Risk & Indemnity Agreement (Appendix A) but add an acknowledgement that students have read the Return to Campus Plan...
 - Add the acknowledgement to the Optimum HQ portal with a link to the Return to Campus Plan.
 - Students should also receive an electronic copy of the plan.
- Ensure that the Return to Campus Plan language incorporates additional student campus services outside of classrooms (i.e. library, campus offices, student services, etc.)
 - Make adjustments to student conduct language in plan to be more affirmatively worded and expand guidelines for health and safety accountability (already in progress).
 - Create a Student Protocols section in the Return to Campus Plan and create a separate Student Protocols guide listing the same information.



Student Safety and Protocols Task Force Recommendations



CAMPUS LIFE

- Recommend that food vendors will be open for limited hours (similar to summer hours)
 - Recommendation to identify where students can safely eat on campus (i.e., Student Center and outside spaces). (already in progress)
- Recommend that students should be able to informally congregate outside as long as they wear a proper face covering and practice physical/social distancing*
 - Recommendation to provide students with furniture check-out. (already in progress)

*In accordance with CDC, state, local and federal mandates pursuant to face covering guidelines.



PUBLIC HEALTH TASK FORCE

Public Health Task Force Workgroup



Administrative Representative	Jose Fierro
Administrative Representative	Hillary Mennella
Classified Representative	Monica Acuna
Classified Representative	Erik Duane
Confidential Representative	Hugh Nguyen
Confidential Representative	Rebecca Pang
Faculty – CCFF Representative	Paulina Acosta
Faculty – Senate Representative	Ralph Casas
Management Representative	Maria Castro
Management Representative	Miya Walker
Student Representative	Valery Escobar
Student Representative	Angel Sanabria

FACE COVERING RECOMMENDATIONS

- Recommendations:
 - Wearing indoor face coverings ***without exception***.
 - The District will follow CDC, state, local and federal mandates pursuant to face covering guidelines.



Public Health Task Force Recommendations



ACCEPTABLE FACE COVERINGS

- ***Cloth Masks***

- Are washable and re-usable.
- Should have 2 or 3 layers of washable tightly woven, breathable fabric or two layers with a pocket for a filter.
- To see if the fabric is tightly woven, see if it blocks light when it is held up to a bright light source.
- For extra protection, a cloth mask can be worn OVER a disposable mask.

- ***Disposable Masks***

- Also called medical procedure or surgical masks.
- Should be made of multi-layered, non-woven material.
- Should be thrown away once they become wet/or dirty or after a day of use, whichever comes first.
- For extra protection, a disposable mask can be worn UNDER a cloth mask.

- ***Gaiter Masks***

- Tube of fabric that goes around the neck and can be pulled up over the chin, mouth, & nose.
- Wear a gaiter with two layers or fold it to make two layers.

- ***KN95 Masks***

- These are a type of disposable respirator that are commonly made and used in China.
- Similar to N95 masks that are used by healthcare professionals in the United States.
- Look for KN95 masks that meet requirements set by CDC's National Institute for Occupational Safety.

UNACCEPTABLE FACE COVERING

- Are made of loosely woven fabrics.
- Are made of a fabric that is hard to breathe through such as vinyl, leather, or plastic.
- Have valves, vents, or holes.
- Bandanas and scarves (unless you wear a mask underneath).
- Face shields worn alone.



Public Health Task Force Recommendations

FACE COVERINGS MUST BE WORN CORRECTLY

- Completely covers the nose and mouth.
- Fits snugly against nose, sides of your face and chin and doesn't leave a gap.



KIOSKS AND SCREENING

- Recommend continue daily automated pre-screening questionnaire.
 - Continue pre-screen with Optimum HQ 4 hours prior to every visit to campus for SHS symptom tracking purposes. (Students)
 - Continue with Kiosk Attendants for pre-screen troubleshooting/assistance and to provide daily clearance wristbands.
 - Expectation that students will be able to show a daily digital badge, as requested.
 - Continue daily pre-screen questionnaire through Cerritos portal. (Employees)
- Recommended removing daily supervised temperature screening.
 - Recommend students to self-check temperatures at kiosks, using the threshold of ≤ 100.4 °F for entry.

Public Health Task Force Recommendations



MANDATORY REPORTING

Student Responsibility

- Contact SHS at ext. 2321 to report exposure or positive case.
- Work with SHS medical staff to follow contact tracing guidelines.

Employee Responsibility

- Contact SHS at studenthealth@cerritos.edu
 - Include student name/SID
 - Date/time last in class
 - Classroom location/online course
 - Number of students total in class
 - Short narrative about the student's symptoms, illness, or correspondence

Thank you to our Campus Constituent Group Leaders!



Lynn Wang
CCFF President



Dennis Falcon
Faculty Senate President



Gary Pritchard
ACCME President



Irlanda Lopez
CSEA President



Cheryl Thury
Confidential Representative



Johnny Wallace
Student Trustee

Questions and Answers

Thank you for attending!