

FALL 2021 RETURN TO CAMPUS FAQ

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HUMAN RESOURCES

1. Who decides my hybrid schedule?

Department and division managers are responsible for identifying employee schedules that are in compliance with all mandated building capacity limitations. If you have specific schedule needs, they should be communicated with your immediate supervisor as soon as possible. Managers are encouraged to exercise flexibility when developing schedules in a fair and equitable manner to accommodate employees' needs.

2. How are employees going to be screened for symptoms when they come to campus?

Employees will continue the practice of providing answers to the COVID-19 Questionnaire via the SSO portal prior to coming to campus (no earlier than 4 hours prior to their arrival to campus). Once employees arrive on campus, they will need to have their temperature checked at one of the kiosks on campus.

3. What should I do if I have a positive COVID-19 test?

Do not go to campus. Contact your manager immediately.

4. What if I am not exhibiting symptoms but my temperature is found to be too high to be on campus?

Employees who come to campus but are found to have a temperature of 100.4 or above will not be permitted on campus that day. Employees should return home immediately and should contact their manager to determine next steps.

5. What if employees do not report their symptoms accurately?

Employees who do not report symptoms but test positive for COVID-19 will be referred to Human Resources in order to assess their situation.

6. Who is responsible for ensuring face coverings are worn?

Employees and students share the same responsibilities to maintain social distancing, wash their hands, wear face coverings and stay home when sick. The District will employ temporary personnel to assist with compliance. These C19 liaisons should act as the role model for all the students, employees, and visitors in the college. The main duty of C19 liaisons is to maintain an atmosphere of friendly cooperation, peace, discipline and unity on campus.

7. Are employees required to sign a waiver to acknowledge the risk of being on campus?

No, they aren't. If an employee becomes ill from COVID-19 at work, the employee may file for Workers Compensation.

8. Can I take off my face covering while on campus?

Employees must wear their **face coverings** at all times while on campus. If your workstation is in an open area where there is constant foot traffic, you cannot remove your **face covering**. If your desk is in an individual office, you may remove the **face covering** when the door is closed.

9. I've been vaccinated, do I still have to wear my face covering?

Yes, you do. The vaccine protects the individual from getting infected, but the individual can still be a carrier. Having the vaccine, does not stop you from spreading COVID-19. At this time, **face coverings** are required for all employees, including those who have been vaccinated.

10. Who is responsible for ensuring we are at 50% capacity in our office?

Department managers are responsible for creating schedules that adhere to all mandated building capacity limitations, and they are also responsible for ensuring that their office(s) remain at the required capacity limit. Managers should plan accordingly to implement procedures for the monitoring of the allowed number of students and employees in their office.

11. Does 50% capacity apply to both employees and students or just employees?

Fifty percent capacity means that 50% of the building capacity is allowed, which refers to both students and employees.

12. What if someone isn't complying with the protocols?

If an employee or student isn't complying with the protocols, by refusing to wear a face covering or maintaining social distancing while on campus, please contact the manager on duty. Please keep in mind that employees of the district are expected to communicate policies and procedures in an appropriate, respectful manner at all times.

13. I have concerns about my safety working on campus, what are my rights?

The District has taken all reasonable precautions to ensure our campus meets all safety protocols to return on-site. While there are some unique circumstances (e.g., employee's serious health condition), requiring an interactive process, in general, the fear of contracting COVID-19 is not, by itself, a reason to refuse to return to campus. Employees seeking accommodations due to underlying conditions, should contact Human Resources.

14. Are leave policies still available to address medical (including pregnancy) and childcare concerns?

Yes, they are. Contact Human Resources for more information.

15. Do I have to take sick leave if I am required to quarantine after being in contact with someone who tested positive for COVID-19?

Gov. Newsom just enacted the COVID-19 Supplemental Paid Sick Leave law (SB 95) which went into effect on March 29, 2021. This law allows employees to take hours of paid COVID-19 related sick leave

prior to utilizing their own accrued sick leave. For additional information, contact Human Resources.

16. When will I receive an updated parking pass for the Fall 2021 semester?

Parking permits for the Fall 2021 semester will be not required. All current parking permits will be valid through December 31, 2021. Any vehicle that does not have a parking permit will not be cited through December 31, 2021.

17. Am I allowed to host an in-person event on campus yet?

At this time, all campus meetings and events will remain virtual. Any in-person events will need to be approved by the appropriate Vice President.

18. Will the vaccine be required for employees?

No, employees are not required to be vaccinated. However, it is highly encouraged.

19. Will Faculty and Staff be required to be fully vaccinated before being allowed to return to work on campus?

No, employees are not required to be vaccinated. However, vaccinations are highly encouraged.

20. Will fully vaccinated employees need to answer the portal questions and have their temperature taken every day? If I am teaching Monday-Thursday, will I need to answer the portal questions 4 days a week, every week?

Yes, at this time the CDC requires all employees, students, contractors, and visitors must continue to answer the portal questions.

21. Can a dean/department chair decline a request based on health concerns from a full-time/part-time, DE certificated faculty who wishes to teach exclusively online because of contractual requirements?

Any employee who has a serious health condition and is concerned about returning to campus, should contact the Human Resources Department and engage on the interactive process to determine what accommodations are needed, if any.

BUSINESS SERVICES

1. Will the District use disinfecting spray nightly?

Yes, the District has implemented additional cleaning protocols to keep campus facilities sanitized at all times. The District has implemented additional precautions to ensure a safe environment for our employees and students.

2. What personal protective equipment (PPE) will employees receive from the District?

The District will evaluate the need for Personal Protective Equipment to prevent exposure to COVID-19 hazards, such as gloves, goggles, and face shields based on the type of work performed, and provide such personal protective equipment as needed.

3. Will face coverings be provided to employees?

Yes, the District will provide disposable face coverings and hand sanitizer to employees.

4. Will face coverings be provided to students?

No, students are responsible for bringing and wearing their own face covering. However, a small supply for disposable face coverings will be provided to departments and classrooms to supply to students when they forget their face coverings.

5. What other cleaning supplies will each area, building, or classroom receive from the District?

The District will place additional sanitization supplies (wipes, disinfecting spray bottles, hand sanitizer, etc.) in classrooms for class transitions and to departments to clean more frequently. The District staff will engage in regular disinfecting and monitoring for high touch surfaces (handrails, doorknobs, etc.). High traffic areas and classrooms will be sanitized with disinfectant sprayers. Trained custodial staff will engage in increased bathroom checks and cleaning by 2-3 times per shift.

6. What is the air flow/ventilation strategies being made in buildings to help improve the health and safety of our employees?

The District is in the process of upgrading all filters from MERV 8 to MERV 13 filters. The entire project will be completed by the start of the Fall 2021 semester. In addition, the District will be increasing outdoor air ventilation by opening air dampers to 100%. Outdoor air dampers control the flow of fresh air into a building and are normally integrated into a building's air-handling system. The District will also be leaving our HVAC systems running as long as possible.

7. How often will my workspace be sanitized?

Employees and students share the same responsibilities to maintain social distancing, washing/disinfecting their hands, wearing face coverings, and staying home when sick. The District will place additional sanitization supplies (wipes, disinfecting spray bottles, hand sanitizer, etc.) in classrooms for class transitions and to departments to clean more frequently. The District staff will engage in regular disinfecting and monitoring for high touch surfaces (handrails, doorknobs, etc.). High traffic areas and classrooms will be sanitized with disinfectant sprayers. Trained custodial staff will engage in increased bathroom checks and cleaning by 2-3 times per shift.

The District will properly clean and disinfect workspaces and instructional spaces on a regular basis. Disinfecting wipes or disinfecting spray bottles with microfiber cloth will be available for you to clean more frequently, if desired. The District has established protocols to clean and disinfect high-traffic areas to maintain a safe work environment.

8. Will the District be offering COVID-19 tests for employees and students?

Yes, the District will be offering employees and students COVID-19 tests through Student Health Services. COVID-19 tests will be at no cost to students and employees.

9. Will there be increased signs throughout the Campus?

Yes, there will be ample signage for social distancing, wearing face coverings, signs limited capacity in areas such as the elevator, signs to inform of the number of people allowed in the restroom at any

given time, and increase signs encouraging individuals to wash hands properly.

10. Will temperature checks be required and if so, where will the stations be located?

All employees and students entering the campus will answer a health questionnaire, undergo temperature checks, and be required to wear face coverings. Temperature kiosks will be placed near entry points to buildings.

11. Which areas will have plexi glass protection?

The campus has begun scheduling walkthroughs of each building to include classrooms, workspace, common areas, restrooms, etc. to determine placement of sanitizing stations and signage, and to determine areas that may require plexi-glass.

12. Who is responsible for disinfecting spaces used by students throughout the day (i.e. meeting spaces, classrooms, labs)?

Employees and students share the same responsibilities to maintain a safe and clean environment. The District will place additional sanitization supplies (wipes, disinfecting spray bottles, hand sanitizer, etc.) in classrooms for class transitions and to departments to clean more frequently. The District staff will engage in regular disinfecting and monitoring for high touch surfaces (handrails, doorknobs, etc.). High traffic areas and classrooms will be sanitized with disinfectant sprayers. Trained custodial staff will engage in increased bathroom checks and cleaning by 2-3 times per shift.

13. Are visitors allowed to campus?

To keep our employees and students safe, all visitors must ensure they are healthy and follow the college protocols. All visitors entering the campus will answer a health questionnaire, undergo temperature checks, and be required to wear face coverings. Temperature kiosks will be placed near entry points to buildings. Signs are displayed at the entrance of each building to discourage sick visitors from entering.

14. Where is the information coming from for the change for Fall 2021?

Data is emerging which indicates that we can, and should, begin to re-open our campus. Los Angeles County is currently in the Orange Tier with an imminent move into the Yellow Tier in the next few weeks, and we anticipate the elimination of all restrictions by June 15, according to the newest state projections and guidelines. We are following closely all State and County guidelines, which is consistent with how we have made previous recommendations to the campus community.

15. My office also does not allow for a 6 feet apart distance since my office is probably about 6 feet in length- will the student stand outside my office?

If CDC guidelines and tiers remain the same in the fall, student counseling appointments will not be held in private offices. Student Services has reserved the conference center to hold counseling sessions with students. Student Services managers will begin to develop a reservation process to ensure the building capacity is not exceeded.

16. What measures are being taken to improve the ventilation in the AD building? Prior to COVID, the ventilations system did not function properly. Given COVID is an airborne disease, I and other Counseling Faculty are extremely concerned about the poor ventilation in our area.

The District is in the process of upgrading all filters from MERV 8 to MERV 13 filters. The entire project

will be completed by the start of the Fall 2021 semester. In addition, the District will be increasing outdoor air ventilation by opening air dampers to 100%. Outdoor air dampers control the flow of fresh air into a building and are normally integrated into a building's air handling system. The District will also be leaving our HVAC systems running as long as possible.

17. Will air purifiers be utilized in offices and larger areas?

Air purifiers will not be utilized. The District is in the process of upgrading all filters from MERV 8 to MERV 13 filters. The entire project will be completed by the start of the Fall 2021 semester. In addition, the District will be increasing outdoor air ventilation by opening air dampers to 100%. Outdoor air dampers control the flow of fresh air into a building and are normally integrated into a building's air handling system. The District will also be leaving our HVAC systems running as long as possible.

18. What cleaning will be provided between student appointments? Counseling appointments are generally booked back-to-back. This does not allow for time for the area to air out and/or clean between students.

Employees and students share the same responsibilities to maintain social distancing, washing/disinfecting their hands, wearing face coverings, and staying home when sick. The District will place additional sanitization supplies (wipes, disinfecting spray bottles, hand sanitizer, etc.) in classrooms for class transitions and to departments to clean more frequently. The District staff will engage in regular disinfecting and monitoring for high touch surfaces (handrails, doorknobs, etc.). High traffic areas and classrooms will be sanitized with disinfectant sprayers. Trained custodial staff will engage in increased bathroom checks and cleaning by 2-3 times per shift. The District will properly clean and disinfect workspaces and instructional spaces on a regular basis. Disinfecting wipes or disinfecting spray bottles with microfiber cloth will be available for you to clean more frequently, if desired. The District has established protocols to clean and disinfect high-traffic areas to maintain a safe work environment.

19. How do we find out the capacity of our individual offices?

Facilities will work with each department manager to identify the capacity for each office.

20. Will employees be allowed to participate in the walkthroughs?

Department chair(s) and classified will have an opportunity to participate in a walk-through of campus facilities after an initial assessment of the space by facilities, area dean, and appropriate Vice President(s).

21. Will the District be providing masks for students who come to campus without them?

All students will be required to bring and wear face coverings while on campus-owned or operated facilities, and/or at any time while participating in District activities, which fully cover the nose and mouth. Each classroom and office will be supplied with a limited amount of face coverings to distribute to students who come to campus without one.

1. How many classes will be offered on-site or in a hybrid format for Fall 2021?

While the exact guidelines for which classrooms and at what capacity are being determined, we are asking everyone to prepare for the necessary return of significantly more activity and lecture classes in Fall 2021. Every department/division will offer 50% of its class offerings in a hybrid format. Instruction will continue to follow the course outline of record and be designed to meet stated learning outcomes in conformance with existing CCCC and ACCJC standards. The manner of delivery (e.g. synchronous/asynchronous, hybrid, etc.) will be determined by the instructional deans, in consultation with department chairs.

2. What is the definition of a hybrid course?

A hybrid class represents a combination of on-site sessions and online instruction. A hybrid course replaces a portion of the traditional face to face instruction with web based online learning (e.g., video lectures, online discussions, or other instructional activities).

3. Do I need to have the distance education certification for the fall 2021 term?

All faculty teaching the Fall 2021 semester must document at least *minimum competency* to teach online. Both *minimum competency* and *full certification* must be validated by the Distance Education (DE) Coordinators who can be contacted at DECoordinators@cerritos.edu.

4. Can I use an empty room to record or broadcast course content without any students present?

To request use of a classroom to record or broadcast lectures contact your dean for classroom availability. However, please make every effort to teach remotely from off-campus if possible. This helps to keep density low and preserves use of on-campus space for colleagues who are teaching in-person.

5. How may I conduct office hours?

Faculty members are allowed to use their assigned offices to hold virtual student engagement hours in their assigned divisional office. No students are allowed to physically come to offices for office hours.

6. What access will I have to my office or campus facilities when I am not teaching in-person?

Employees will have access to their offices when they are not teaching in person. However, all employees will need to complete the COVID-19 Questionnaire no earlier than 4 hours prior to their arrival and take their temperature at temperature kiosks.

7. Which physical distancing and other COVID-19 policies am I responsible for enforcing in my classroom?

You should feel empowered to maintain control of your classroom, including requiring anyone attending class to wear face coverings, utilize additional personal protective equipment as appropriate and maintain recommended physical distancing guidelines. In addition, you may contact your dean or manager on duty who will address the concerns with the student, offer an additional opportunity to comply, and may require the review of training materials. If the student refuses to comply, he or she

will be required to leave campus and may return when willing to comply.

8. What else can I do to help reduce the risk of COVID-19 transmission in my classroom?

- Limit the use of shared objects. Assign each student their own supplies, or disinfect between use.
- Implement procedures for turning in assignments that minimize contact.

9. Who will inform my students about their health and safety responsibilities?

Students enrolled in classes that are held on campus will be emailed a notice regarding important information related to health and safety measures being taken, and their responsibility as students to maintain them, in the best interest of our Falcon community. They will also be required to fill out a [student waiver form](#), complete the COVID-19 Pre-Screen Survey from OptimumHQ within 4 hours before coming to campus each day, and visit a temperature screening kiosk to obtain a daily access wristband.

It is also strongly recommended that you document in your syllabus that student non-compliance with COVID-19 health and safety standards or with related directions from the instructor is considered a violation of the Cerritos College [Standards of Student Conduct \(Board Policy 5500\)](#).

10. How do I protect myself if I work in an open office environment or in close quarters with other colleagues?

All facilities are arranged to limit population density and room capacity to maintain physical distancing.

In addition to the preventative measures above, you can:

- Limit your time on-campus to perform only those activities which cannot be completed remotely
- Avoid any physical touch with others and do not congregate in groups
- Maintain good hygiene including frequent hand washing and the use of hand sanitizer
- Avoid sharing food or beverages

11. How will physical distancing be implemented in the classroom?

Enrollment capacity of on-site or hybrid classes are based on Los Angeles County Department of Public Health protocols and may be subject to change. No exceptions will be made.

12. Am I required to clean my classroom between or after my classes?

Classrooms will have limited supplies in the room at your disposal such as face coverings in case a student forgets their own, hand sanitizer, and disinfecting wipes. Classrooms will be cleaned at the end of the day by trained custodial staff in accordance with CDC guidelines.

13. Whom should I contact if my classroom runs out of hand sanitizer or disinfecting wipes, or if I have concerns about cleanliness?

If you run low on supplies, please contact your dean so they can coordinate with facilities.

14. Can I get some extra face coverings to hand out to students if they come to class without one?

All students will be required to bring and [wear face coverings](#) while on campus-owned or operated

facilities, and/or at any time while participating in District activities, which fully cover the nose and mouth. However, each classroom will be supplied with a limited amount of face coverings to distribute to students who come to class without one.

15. What should I do if a student claims a medical exemption from wearing a face covering or is hearing impaired?

If a student is unable to wear face coverings due to a medical or mental health condition or disability, or is hearing-impaired or communicating with a hearing-impaired person, please contact the dean or manager on duty. The dean or manager should refer the student to SAS. A SAS professional will engage in an interactive process with the student to determine appropriate and reasonable accommodations based on the student's disability/medical condition. While SAS will not exempt a student from wearing a mask, they will work with the student and professor to find another way to complete a course or secure an alternative course, if possible.

16. Can I invite a guest speaker to participate in-person?

No. Per the Governor's August 7 guidance, in-person activities involving external groups or organizations – especially with individuals who are not from the local geographic area – are not allowed at this time.

17. Can my class meet face-to-face if any of the safety standards are not upheld, even if just for one day?

No. If you are unable to uphold any of the safety standards, even for just one class meeting, you should cancel that class and resort to remote delivery until you are able to uphold all of the safety standards.

18. Who will inform me of any changes to in-person instruction protocols?

The Vice President of Academic Affairs, in consultation with instructional deans, will monitor public health conditions and relevant guidelines and recommendations closely, and will notify you of any changes to in-person instruction protocols including curtailment. It is possible that such changes may happen quickly, but we will work to provide as much advanced notice as possible.

19. What do I do if a student in my on-site class is perceived to exhibit symptoms of COVID-19 while in the classroom or laboratory?

To keep our campus community safe, it is best to refer the student to SHS for an in-depth review of their symptoms with our healthcare providers.

- Excuse the student from class and refer the student to immediately call SHS at (562) 860-2451 Ext. 2321.

Please send a follow-up email to SHS with the student's name & SID at studenthealth@cerritos.edu

20. What are my responsibilities if one of my students tests positive for COVID-19?

In the past year, instructors have often been the first to be informed by a student when they have tested positive for COVID-19.

- You are mandated to report positive student cases to Student Health Services to ensure appropriate contact tracing can begin to keep our campus community healthy.
- This is confidential medical information and should not be disclosed to other students.
- If you overhear students discussing their test results:

- Please address the concern individually with the student.

Please call ext. 2321, and email SHS with the student's name & SID at studenthealth@cerritos.edu

21. What are my responsibilities if one of my students does not come to class due to a reported illness?

Students who feel ill and need to miss class usually notify their instructor. If the student is already at the college and begins feeling sick, the student is supposed to notify the instructor. Please communicate with the student that they should immediately call SHS at (562) 860-2451 Ext. 2321 so that we can verify they are within the parameters to return to campus.

Please send a follow-up email to SHS with the student's name & SID at studenthealth@cerritos.edu

22. How should I respond when things inevitably don't go according to plan?

Despite your best efforts and those of your students, things may go wrong. If they do, hopefully it will be a brief delay and minor disruption before you are back up and running again. Be flexible and cut yourself and your students some slack. None of us expected to be teaching during a pandemic and the transition to the new normal will take time and patience.

Lead with compassion, be adaptable and reasonable as circumstances change, and allow yourself to be less than perfect when things happen that you can't control.

23. Can we offer students the same quality of learning environment while physically distanced?

Cerritos College faculty have been providing quality education during the stay-at-home order virtually. Additionally, we have many faculty members currently providing quality education on campus while following all social distancing guidelines.

24. How many students will be in a hybrid course? I see that labs cap at 10 persons.

Classes will be scheduled at the maximum capacity established in the curriculum process as reflected in the Course Outline of Record.

25. I have heard mention of a Hyflex teaching format where half of the students are physically in the classroom and the other half are remotely watching the live lecture via Zoom, will that be the format of the in-person classes for fall 2021?

The online component of the class will be utilized to provide the balance of instruction for the required contact hours when students are not attending their designated on-campus class meeting.

26. If my in-person class normally has a maximum enrollment of 35, will that max enrollment now be 18 to be at 50% capacity? Or will it need to be 35 but taught in the Hyflex method referred to above?

Classes will be scheduled at the maximum capacity established in the curriculum process as reflected in the Course Outline of Record. Half of the max capacity can attend on a rotating basis.

27. What if the 50% of classes a department that will be offering in hybrid format does not include enough sections (if that is how "class offerings" is defined) of the course a particular instructor teaches to meet their 50% on-campus obligation. For example, if an instructor's normal assignment is a 9TU course and two, 3TU courses and the 9TU course is not offered in hybrid then that instructor cannot make the 50% on-campus obligation.

Instructional deans may use their judgment and discretion to address exceptions to the 50% guideline.

28. Will instructors be required to teach new and unfamiliar course, even ones outside their area of expertise in order to meet the 50% on-campus obligation?

No.

29. If classes are hybrid, how will the 50% on-campus requirement be calculated. For example, if a 9TU class has 3 contact hours as lecture and 6 contact hours as lab and only the lab is on campus, does that class count as 9TU of on-campus or 6TU on campus (this assumes the labs have extensive lab status)?

50% will be a simple count of total number of section offerings.

30. What if physical distancing requirements prevent a specialized lab to be taught at full capacity, that would prevent entire courses from resuming in a hybrid format (at least not at their typical enrollment numbers) and further hamper a department from meeting its 50% hybrid obligation.?

Instructional deans may use their judgment and discretion to address exceptions to the 50% guideline.

31. Do faculty committees such as Program Review, etc., have to meet on campus or can they stay virtual (Virtual would be ideal)?

No. Committees will continue to meet virtually.

32. Does this policy mean that all full-time faculty must teach 50% of its load on campus even if they have full DE certification?

Yes.

33. Does this mean the department is not under a commitment to accommodate adjunct faculty based on seniority, if they do not wish to return to campus but are assigned a hybrid course?

No. The department has to follow the provisions of the CCFF contract. Article 13.2.3 states in part: "Among the factors considered in determining retention and all assignments, including additional assignments that become available are relative experience, qualifications, program need and seniority in that order." If a part-time faculty member refuses an assignment, you offer the assignment to another part-time faculty member.

34. Office hours: As a full-time faculty, am I obligated to be in my division office to host virtual office hours?

No. You can hold virtual hours off campus.

35. Will adjunct faculty host virtual office hours from home or need to be on-campus at an approved office like CTX or division office?

Adjunct faculty can hold virtual hours off campus.

1. How are students going to be screened for symptoms when they come to campus?

Each time students come to campus, they will be required to fill out the symptom questionnaire in the SSO portal and get their temperature checked at the kiosks on campus.

2. What if students do not report their symptoms accurately?

If students do not report their symptoms and they are found to have tested positive, they will be referred to the Office of Student Conduct and may be held responsible for violating the student code of conduct.

3. What is contact tracing?

Contact tracing is a critically important tool in the pandemic response to COVID-19 to break the chain of transmission and limit the spread of COVID-19. Contact tracing helps protect you, your family, and your community by implementing self-quarantine or isolation.

4. What is the difference between self-quarantine and isolation?

Self-Quarantine keeps someone who might have been exposed to the virus away from others. Isolation keeps someone who is infected with the virus away from others, even in their home.

5. I tested positive for COVID-19, what should I expect during the contact tracing process?

Student Health Services will instruct you to isolate, at home and away from household members, even if you do not have symptoms, for:

- At least 10 days since symptoms first appeared and
- At least 24 hours with no fever without fever-reducing medication and
- Other symptoms of COVID-19 are improving

SHS will review your symptoms, testing dates/outcomes, recent travel, and ask for individuals that you may have been in close contact with (within 6 feet for a total of 15 minutes or more) during the infectious period. An infected person can spread COVID-19 starting from 48 hours (or 2 days) before the person has any symptoms or tests positive for COVID-19. A person is still considered a close contact even if they were wearing a face covering while they were around someone with COVID-19.

Student Health Services will ask you to continue to monitor for new and old symptoms, such as fever (100.4°F), cough, shortness of breath; remember, symptoms may appear 2-14 days after exposure to COVID-19.

Student Health Services will intermittently check in with you over the isolation period, 2-3 times per week.

6. I was in close contact with someone with COVID-19, what should I expect?

Student Health Services will ask a series of questions to determine if you were "at risk" as a close contact. If you are deemed a close contact, SHS will instruct you to self-quarantine:

- Stay home for no less than 10 days after your last contact with a person who has COVID-19.

- SHS will review your symptoms, testing dates/outcomes, and recent travel. If you develop symptoms, SHS will ask for individuals that you may have been in close contact with (within 6 feet for a total of 15 minutes or more) 2 days prior to developing symptoms.
- Student Health Services will intermittently check in with you over the self-quarantine period, 2-3 times per week.

7. Who has access to my testing results?

Discussions with Student Health Services staff are confidential. This means that your personal and medical information will be kept private and only shared with those who may need to know, like other health care providers within SHS. Your name will not be shared with individuals that you were in close contact with during the contact tracing process.

You will not be allowed to come to campus and your pre-screen questionnaire will be "locked" until SHS clears you to return to campus. Your instructors will be informed that you are not allowed on campus, however, we do not provide specific details about your symptoms, travel, or test results.

8. How else can Student Health Services assist me with medical or mental health needs?

Enrolled students are welcome to contact SHS at (562) 860-2451 Ext. 2321 Monday through Friday 8 a.m. to 4 p.m. with questions. We offer [Zoom medical and counseling appointments](#) to support you during this time.

If you need assistance outside of regular business hours, the [California's nurse advice line](#) can help.

9. What can I do if students refuse to wear their face covering or maintain 6 feet distance?

If students refuse to wear their face coverings while on campus, staff and faculty have the right to refuse to provide instruction/services. Please keep in mind that employees of the district are expected to communicate policies and procedures in an appropriate, respectful manner at all times. If after asking politely to wear the face covering the employee refuses to comply, contact your manager.

10. Are students required to sign a waiver to accept the risk of being on campus?

Students are not required to sign a waiver; however, all students are required to sign an acknowledgment of the on-campus guidelines and protocol at the beginning of each term.

11. Are students allowed to work on campus part-time and for federal work study?

Short-term hourly and federal work study employees are allowed to work on campus on an as-needed basis. They will be expected to follow the same employee protocols that all full-time employees are required to follow.

12. Will there be any on-campus events for students in the fall semester?

In-person campus events are not being scheduled at this time. Students should only be on campus to attend their registered in-person courses and to receive services.

13. Will the vaccine be required for students once it is more available?

The district encourages all employees and students to get vaccinated but will not require vaccinations at this time.

14. Will food vendors be back on campus?

Food vendors will also return to campus following the same guidelines and protocols as employees and students. Additional information will be shared with the campus prior to the start of the fall semester.

15. Which facilities are open for student use?

All departments on campus are open to students Monday thru Thursday in the fall 2021 semester. All services are online every Friday during the fall 2021 term. However, specific services may be offered differently than they were in previous semesters, so check with specific departments to inquire how their programs and services will be delivered while the college operates under mandated capacity restrictions.

16. If I am uncomfortable meeting with a student in my office, what should I do?

CDC guidelines allow for 50% capacity at this time. Most faculty/employee offices have a capacity of 2; therefore, you may schedule your individual student meetings not in your office, but rather in common areas (e.g. such as conference center, conferences rooms, outdoors, etc.). In addition, you may request that the student meet with you using Zoom technology.

17. Does 50% capacity apply to both employees and students or just employees?

Fifty percent capacity means that 50% of the building capacity is allowed, which refers to both students and employees.

18. What if a line of students forms and our office is over capacity?

Department managers are expected to manage the capacity of their respective offices. Managers are also expected to determine a protocol for their department to be able to manage potentially high traffic times and their compliance with the required capacity limitation.

19. What if an employee or student isn't complying with the protocols?

If an employee or student isn't complying with the protocols, by refusing to wear a face covering or maintaining social distancing while on campus, please contact the manager on duty. Please keep in mind that employees of the district are expected to communicate policies and procedures in an appropriate, respectful manner at all times.

20. In the counseling setting, how will we maintain confidentiality between student and counselor if the student will need to stand 6 feet away from the counselor and wear a mask? This means I will need to speak loudly, as will the student, which will then broadcast private information to the surrounding area.

If CDC guidelines and tiers remain the same in the fall, student counseling appointments will not be held in private offices. Student Services has reserved the conference center to hold counseling sessions with students. Student Services managers will begin to develop a reservation process to ensure the building capacity is not exceeded.

21. Will Students be required to be fully vaccinated before being allowed to return to classes on campus?

No, students are not required to be vaccinated. However, vaccinations are highly encouraged.

22. May we, the entire campus community, have access to the data indicating that students wish to return to campus this Fall?

Data will be shared with campus community at the forum on April 14.

23. What will happen if students choose not to enroll in on-campus classes?

Cerritos College is a public and open institution which allows students to choose their educational pathway and courses. Survey data demonstrates that students are looking for all delivery modes.