



RETURN TO CAMPUS PLAN

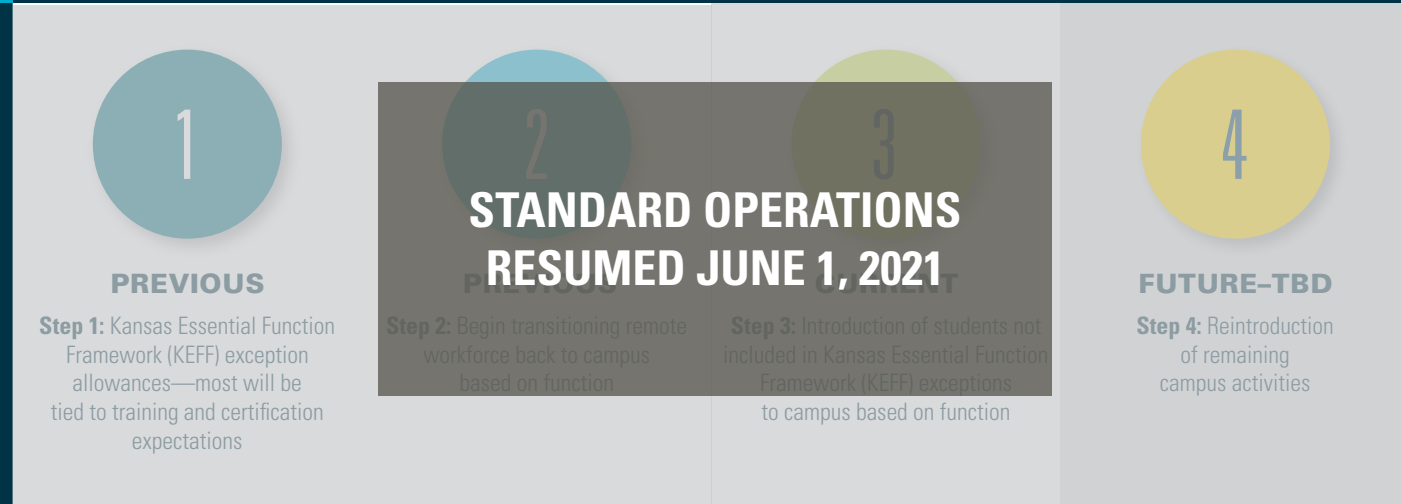
Objectives

- Protect the health and safety of the campus community
- Resume on-campus instructional, student support and administrative services
- Appropriate resumption of additional on-campus activities

Values-driven Guiding Principles

- **Integrity:** Fully adhere to Federal, State and County guidance
- **Collaboration:** Institution and department plans and timelines must be flexible
- **Responsiveness:** Transitions between steps must be coordinated and will be dependent upon access to protective supplies and materials
- **Leadership:** Clear communication to students, faculty, staff and community is essential

PHASED REOPENING STEPS Employees and Students



EMPLOYEE PHASED APPROACH

<p>Employees performing essential framework related activities are working on campus; all other employees will continue working remotely.</p>	<p>Additional employees will return to campus as departmental plans are approved by IRT so that they may prepare for opening the campus to students.</p>	<p>Remote work may occur as part of each department's plan to meet the College's needs and comply with County and State guidelines.</p> <p>April 5, 2021, all departments have an on-campus presence.</p>	<p>Standard employee operations have resumed. Employees continue to work with HR to request medical accommodations.</p>
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STUDENT PHASED APPROACH

<p>Only those students taking essential workforce training are allowed on campus.</p>	<p>Only those students taking essential workforce training are allowed on campus.</p>	<p>Students return to campus for face-to-face support while continued remote support remains available.</p>	<p>Students are welcomed back in adherence with County, State and JCCC guidelines.</p>
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The Johnson County Department of Health & Environment (JCDHE) recommends that JCCC follow its workplace guidance with regard to contact tracing and management. These factors will be used as gating criteria when considering back to campus presence:

- Internal Influencers: Positive COVID-19 cases, supply chain disruptions
- Community Indicators: State of Kansas or Johnson County executive orders, Johnson County incidence rate and percent positivity

Change in on-campus status will be communicated to campus via updates to the JCCC Return to Campus Plan and College Guidelines on jccc.edu and internally on InfoHub. Specific questions can be directed to your instructor, department manager or to the IRT members at incidentresponseteam@jccc.edu.

Personal Protective Equipment Requirements

RETURN TO CAMPUS PLAN



PREVIOUS

Step 1: Kansas Essential Function Framework (KEFF) exception allowances—most will be tied to training and certification expectations

College efforts to centrally source and distribute in a prioritized manner:

- Cloth face coverings
- Disposable face coverings
- Hand sanitizer
- Plexiglass or equivalent protective shields
- Cleaning supplies
- Sanitizer stands for entry points
- Signage



PREVIOUS

Step 2: Begin transitioning remote workforce back to campus based on function

Personal Protective Equipment (PPE), 2 cloth face masks, will be distributed to all returning employees

Plexiglass or equivalent protective shields will be installed in conjunction with department plans

Cleaning supplies will be distributed in a prioritized manner

Sanitizer stands will be placed at designated entry points

Signage will be installed in conjunction with department plans



PRESENT

Step 3: Introduction of students not included in Kansas Essential Function Framework (KEFF) exceptions to campus based on function

PPE will continue to be distributed to all returning employees

Plexiglass or equivalent protective shields will be monitored and new requests will be evaluated

Cleaning supplies will continue to be distributed upon request

Sanitizer stands will be monitored for effectiveness and refilled

Signage will be monitored for effectiveness and replaced as needed

Temperature scanners continue to be used upon entering a building; this is included in the Daily Wellness Self-Check



FUTURE-TBD

Step 4: Reintroduction of remaining campus activities

PPE will continue to be distributed upon request

Plexiglass or equivalent protective shields needs will be evaluated

Cleaning supplies will continue to be distributed

Sanitizer stands will be evaluated for effectiveness and refilled

Signage will be monitored for effectiveness and replaced as needed

Temperature scanners will be evaluated

**STANDARD OPERATIONS
RESUMED JUNE 1, 2021**

Employee / Work Area Requirements

RETURN TO CAMPUS PLAN



PREVIOUS

Step 1: Kansas Essential Function Framework (KEFF) exception allowances—most will be tied to training and certification expectations

Practice social distancing

- Gatherings are not to exceed 15 individuals
- 6 feet apart, do not congregate
- Meetings continue remotely when possible
- Plan, place and order signage

Draft safety and health reminder language

Develop appropriate COVID-19 awareness training

Departments plan for shift work

- Staggered start times
- Rotate days
- Continue to work remotely

Introduce JCCC's Telework Guidelines and Procedures



PREVIOUS

Step 2: Begin transitioning remote workforce back to campus based on function

Practice social distancing

- Gatherings are not to exceed 15 individuals
- 6 feet apart, do not congregate
- Meetings continue remotely when possible
- Install signage

Start all meetings with safety and health reminders

Complete appropriate COVID-19 awareness training before returning to campus; certificate must be submitted to supervisor before engaging with others

Begin shift work with staggered start times or rotation of days or continue to work remotely in compliance with JCCC's Telework Guidelines and Procedures



PRESENT

Step 3: Introduction of students not included in Kansas Essential Function Framework (KEFF) exceptions to campus based on function

Practice social distancing and wear facial covering

Start all meetings with safety and health reminders

Monitor effectiveness of signage

Staffing considerations: shift work, rotation of days, telework guidelines

Managers schedule employees to meet social distancing and work expectations

Daily Wellness Self-Check continues to be required

Work area sanitation procedures continue to be required



FUTURE-TBD

Step 4: Reintroduction of remaining campus activities

Practice social distancing and wear facial covering

In-person meetings continue based on College Guidelines

Start all meetings with safety and health reminders

Refresh signage

Shift work and remote work is department driven in compliance with JCCC's Telework Guidelines and Procedures

Daily Wellness Self-Check continues to be required

Work area sanitation procedures continue to be required

**STANDARD OPERATIONS
RESUMED JUNE 1, 2021**

Student / Instruction Requirements

RETURN TO CAMPUS PLAN



PREVIOUS

Step 1: Kansas Essential Function Framework (KEFF) exception allowances—most will be tied to training and certification expectations

Transition to remote delivery:

- Student support services (admissions, registration, financial aid, etc.)
- Spring semester – deferred hands-on training
- Work from home with College and/or personal equipment

Kansas Essential Function Framework (KEFF) exception allowances tied to training and certification expectations

Courses taught in synchronous and asynchronous manner

Draft and approve syllabus language insert

Seating arrangement and attendance monitoring for contact tracing protocol

Classroom cleaning by Housekeeping based on utilization patterns

Instructors and students cleaning workspaces after each use



PREVIOUS

Step 2: Begin transitioning remote workforce back to campus based on function

Remote services:

- Student support
- Summer semester
- Instructors teach remotely with College-provided technology and equipment

Courses taught in synchronous and asynchronous manner

Deliver syllabus insert for deferred courses

Seating arrangement and attendance monitoring for contact tracing protocol

Classroom cleaning by Housekeeping based on utilization patterns

Instructors/students clean workspaces after use



PRESENT

Step 3: Introduction of students not included in Kansas Essential Function Framework (KEFF) exceptions to campus based on function

Practice social distancing and wear facial covering

Student support services continue remotely and on campus

80/20 online instruction / face-to-face instruction for Spring 2021

Hands-on training and approved courses return to campus

Instructors continue to teach remotely with College-provided technology and equipment

Deliver syllabus COVID-19 insert for every course

Seating arrangement and/or attendance monitoring for contact tracing protocol

End of day classroom cleaning by Housekeeping

Instructors/students clean workspaces after use

Library, resource centers and labs open



FUTURE-TBD

Step 4: Reintroduction of remaining campus activities

Practice social distancing and wear facial covering

Student support services available on campus and remotely

Library, resource centers and labs open 80/20 online instruction / face-to-face instruction for Spring 2021

Hands-on training and approved courses return to campus

Instructors teach remotely with College-provided technology and equipment

Coordinated courses may return to campus upon Dean approval

Modify syllabus based on College COVID-19 Guidelines

Seating arrangement and/or attendance monitoring for contact tracing protocol

Instructors/students clean workspaces after use

End of day classroom cleaning by Housekeeping

Facility Requirements

RETURN TO CAMPUS PLAN



PREVIOUS

Step 1: Kansas Essential Function Framework (KEFF) exception allowances—most will be tied to training and certification expectations

The following are not allowed on campus; planning for next phases is in progress:

- Community events
- Dining
- Child care
- Athletics

Site assessment in progress:

- Space planning for walkabouts (remove and/or mark chairs, map out lines and barriers for shared spaces)
- Outside airflow within buildings monitored by Facilities
- Cleaning schedules based on utilization patterns by Housekeeping
- Discontinue use of air dryers in restrooms

Planning, placement and ordering of signage for:

- Social distancing
- Handwashing in restrooms



PREVIOUS

Step 2: Begin transitioning remote workforce back to campus based on function

Not allowed on campus, but planning continues as College Guidelines develop:

- Community events
- Athletics

Limited services of the following will be allowed:

- Dining, takeout only; no self-serve
- Child care

Site assessment continues:

- Adjustments to space layout in conjunction with department plans
- Outside airflow within buildings monitored by Facilities
- Common high-touch equipment cleaned by departments after each use
- Scheduled cleaning by Housekeeping
- Paper towels only in restrooms

Signage for handwashing and social distancing installed (digital signs, floor adhesives, table tents, posters)



PRESENT

Step 3: Introduction of students not included in Kansas Essential Function Framework (KEFF) exceptions to campus based on function

Practice social distancing and wear facial covering

Community events are evaluated individually for on-campus presence

As the College COVID-19 Guidelines continue to develop, expanded options can continue up to a 50% venue capacity:

- Dining/Catering
- Athletics
- Rentals / Public Events

Monitor site assessment for effectiveness:

- Adjustments in space layout
- Outside airflow within buildings
- Common high-touch equipment cleaning
- Scheduled cleaning/sanitizing
- Paper towels only in restrooms

Monitor signs for effectiveness:

- Handwashing
- Social distancing
- Closed/open seating



FUTURE-TBD

Step 4: Reintroduction of remaining campus activities

Practice social distancing and wear facial covering

Community events are evaluated individually for on-campus presence

As the College COVID-19 Guidelines continue to develop, expanded options can continue up to a 50% venue capacity:

- Athletics
- Dining
- Rentals/Public Events

Evaluate adjustments for:

- Space layout
- Outside airflow
- Cleaning of high-touch equipment
- Paper towels only in restrooms
- Cleaning/sanitation

Refresh signage for:

- Handwashing
- Social distancing
- Closed/open seating