

Policies/Mitigation Measures	Action(s) to Date	Action(s) Planned	Future Considerations
<p><b>Vaccine Policy</b> <i>The Board adopted a vaccine mandate for employees and students.</i></p>	<p>Policy went into full effect for employees for fall 2021 semester; and full effect for students for Spring 2022 semester.</p>	<p>Follow-up continues for those who have not provided vaccination status.</p> <p>Administrative Procedure to be brought to Board for review.</p>	<p>District will continue to monitor definition of “fully vaccinated” by San Mateo County Public Health and will make changes to the administrative procedure as necessary.</p>
<p><b>Vaccine Exemption Process</b> <i>Board policy allows for medical and religious exemptions from the vaccine policy.</i></p>	<p>Process was established for employees by District Human Resources and began accepting requests in Fall 2021. <a href="https://smccd.edu/return-to-campus/employees.php#exemptions">https://smccd.edu/return-to-campus/employees.php#exemptions</a></p> <p>Process is in place for students and is administered by campus Vice Presidents for Student Services. <a href="https://smccd.edu/return-to-campus/students.php#verify">https://smccd.edu/return-to-campus/students.php#verify</a></p> <p>Those with exemptions are subject to additional testing requirements.</p>		
<p><b>Face Coverings/Masking</b> <i>The District has aligned to San Mateo County Public Health Orders.</i></p>	<p>Per San Mateo County Public Health Orders, masking is required of all individuals, regardless of vaccination status, when indoors (with limited exceptions); this applies to all employees, students, and visitors on-site.</p> <p>Surgical masks are widely available at various locations in each campus building.</p>	<p>The District distributed 10,000 N95 masks the week of January 17 to all District sites. The District has received an additional 50,000 N95 masks as of 1/24/2022.</p> <p>The District has also received 10,000 KN95 masks. There will be widespread distribution of KN95 masks for students (beyond bookstores) once the new inventory is processed.</p>	<p>The District will continue to monitor inventory and assess the supply chain for re-orders.</p>

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	<p>Personal Protective Equipment (PPE) – N95, KN95, and surgical masks and face shields – are widely available for any employee who wants them.</p> <p>Free KN95 masks are available to students via the bookstores.</p>	<p>The District does not mandate the type of face covering required. N95 and KN95 masks are preferred and the District will continue to message this to students, while also increasing KN95 availability and distribution.</p>	
<p><b>Testing</b> <i>Each college site offers testing services with a dedicated employee responsible for administering tests and tracking compliance.</i></p>	<p>The District is prioritizing tests to employees and students who are required to regularly test due to having an exemption from the vaccination requirement. Information about on-campus testing can be found here: <a href="https://smccd.edu/return-to-campus/employees.php#covidthesting">https://smccd.edu/return-to-campus/employees.php#covidthesting</a></p> <p>The District offers on-site COVID-19 testing at CSM, in cooperation with San Mateo County, for employees, students, and members of the public. <a href="https://smccd.edu/return-to-campus/testing.php">https://smccd.edu/return-to-campus/testing.php</a></p> <p>Regardless of test availability, employees and students are encouraged to stay home if they are not feeling well. MOUs with the collective bargaining units allow employees to work remote while under quarantine if they are feeling well enough to do so. This benefit extends to employees who may need to stay home because of child or dependent care responsibilities due to COVID. The Academic</p>	<p>The District will receive its first order of 7,500 antigen rapid test kits on 1/27/2022. Antigen test kits will be made available to all employees, free of charge, by 1/31/2022. Antigen tests will also be available to any student who needs a test to return from required isolation due to an on-campus exposure.</p> <p>The District is has ordered an additional 15,000 antigen rapid test kits, with the plan to make kits readily available to all employees and students.</p>	<p>The District is evaluating vendors to provide expanded testing capabilities.</p>

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	Senate has provided guidance for faculty working with students who may miss on-campus classes due to illness.		
<p><b>Vaccination Clinics</b> <i>The District is conducting COVID-19 vaccination pop-up clinics, which have been hosted at all three campuses for all members of the community.</i></p> <p><a href="https://smccd.edu/return-to-campus/vaccine-info.php">https://smccd.edu/return-to-campus/vaccine-info.php</a></p>	<p>Pop-up clinics have been available at all three campuses (for use by all District employees and students) for the last few semesters.</p> <p>Clinics are for first-time vaccination and boosters.</p>	<p>For Spring 2022 semester, seven dates were/are available: January 11, February 1 and 22, March 15, April 5 and 26, and May 17, 2022.</p>	
<p><b>Ventilation/Filtration</b> <i>Appropriate ventilation/filtration and sanitation protocols are in place (or alternatives have been identified) for buildings to ensure compliant working conditions.</i></p> <p><a href="https://smccd.edu/return-to-campus/facilities-safety.php">https://smccd.edu/return-to-campus/facilities-safety.php</a></p>	<p>All the spaces in the District have adequate ventilation, either using mechanical ventilation or natural ventilation. In addition, the District has met or exceeds Cal/OSHA requirements by enhancing ventilation, air flow, and filtration in the buildings.</p> <p>A report was prepared and video was produced explaining the ventilation and filtration processes.</p>	<p>Employees can request a workplace assessment by facilities team.</p> <p><a href="https://smccd.edu/return-to-campus/recovery.php#workplace">https://smccd.edu/return-to-campus/recovery.php#workplace</a></p> <p>The District will take action to accommodate employees where necessary.</p>	
<p><b>Sanitization and Hygiene</b> <i>The District utilizes sanitization and hygiene strategies are identified to mitigate the spread of COVID-19.</i></p>	<p>Facilities custodians clean and disinfect the following spaces/items at least once daily:</p> <ul style="list-style-type: none"> <li>• High use community spaces: in-use classrooms, break rooms, work rooms, conference rooms, etc.</li> <li>• High touch points: handrails, door handles, elevator buttons, etc.</li> <li>• Restrooms</li> </ul>		

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	<p>All campus community members are expected to participate in effective hand hygiene by washing and sanitizing hands frequently, and sanitizing the furniture, fixtures, and equipment they touch and use.</p> <p>Hand sanitizing stations are available in each building and cleaning wipes are available in offices.</p>		
<p><b>Isolation/Quarantine/Reporting</b> <i>Public health officials have prescribed isolation/quarantine/reporting protocols for those who contract and/or who are exposed to COVID-19.</i></p>	<p>The District follows San Mateo County Public Health protocols regarding COVID-19 isolation and quarantine.</p> <p>The latest requirements regarding isolation and quarantine can be found here (this includes an instructional video): <a href="https://smccd.edu/return-to-campus/employees.php#cases">https://smccd.edu/return-to-campus/employees.php#cases</a></p> <p>Additionally, the District investigates reports of positive COVID cases or exposures on District property in collaboration with the San Mateo County Health Department. An active report is maintained at: <a href="https://smccd.edu/return-to-campus/exposures-report.php">https://smccd.edu/return-to-campus/exposures-report.php</a></p>	<p>The CDC and County Public Health have recently revised their isolation/quarantine protocols. The District is aligned with these new standards and documentation regarding isolation and quarantine reflects the most recent County health directives.</p>	
<p><b>Accommodations</b></p>	<p>The District established accommodations protocols for both medical and non-medical accommodation requests. All medical-related</p>		

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<p><i>Some employees may have circumstances that will prevent them from returning to on-site work immediately.</i></p>	<p>requests are processed by District Human Resources utilizing an established interactive process; and most non-medical-related requests are processed at the site-level.</p> <p><a href="https://smccd.edu/humanresources/reasonable-accommodation.php">https://smccd.edu/humanresources/reasonable-accommodation.php</a></p>		
<p><b>Flexible Work Location</b> <i>Flexibility to work on-site and remotely has allowed employees to support students and has created a modern working environment that creates positive employee morale.</i></p>	<p>Flexible work location pilot began in fall 2021, allowing employees to work remotely up to two days per week, with at least three days per week on-site (3-2 or 4-1 schedule).</p>	<p>This pilot program continues for the 2022 spring semester.</p>	
<p><b>Union MOUs</b> <i>The District engaged in impact bargaining with the three collective bargaining units regarding COVID-19-related issues.</i></p>	<p>MOUs have been negotiated on a semester-by-semester basis, addressing issues current at the time of negotiations.</p>		<p>The District will engage in impact bargaining, as needed, in future semesters.</p>
<p><b>Communication</b> <i>Accurate and timely information is shared with employees and students.</i></p>	<p>COVID-19-related conditions and guidance (from health officials) changes on a regular basis and the District makes every effort to be current on all matters impacting employees and students.</p> <p>District-wide written communications have been sent to all employees and students as appropriate since March 2020, providing information on operations, health protocols, safety, etc. Additionally, in preparation for the fall 2021 semester, all COVID-19 information was consolidated onto one website for ease of use by all stakeholders:</p>	<p>The Return-to-Campus website continues to be updated and information revised to maintain current information.</p>	



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	<p><a href="https://smccd.edu/return-to-campus/">https://smccd.edu/return-to-campus/</a></p> <p>Additionally, there have been various virtual briefings held by District leadership, explanatory videos created on specific topics, and college-level briefings and forums to address employee questions and concerns.</p>		