

**Walla Walla Community College**  
**SAFE RETURN TO CAMPUS PLAN**  
**2022-2023 Academic Year**



WWCC Reentry Planning Task Force

9/12/2022

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## Purpose & Focus

Walla Walla Community College (WWCC) has developed this Safe Return to Campus Plan in accordance with Governor's Proclamation 20-12.5 (Higher Education). This plan is also in accordance with Walla Walla County and Asotin County Health Departments, the Washington State Department of Health (WSDOH), the Washington State Department of Labor and Industries (L&I), the Occupational Safety and Health Administration (OSHA), and the Center for Disease Control and Prevention (CDC). This plan is in accordance with Governor proclamations [21-14.5](#) and [20-12.5](#) for the IHE without fully vaccinated campuses. The intent of this plan is to provide safety measures for those exempted and others.

This plan provides information for employees and students on how WWCC plans to limit the spread of Covid-19 among the campus community.

## Reporting Concerns

President Dr. Chad Hickox has designated Tracy Klem, Director of Safety and Security, as the WWCC COVID-19 Supervisor. He is responsible for monitoring and updating this plan and ensuring compliance.

Students may report concerns related to the WWCC COVID-19 response directly to their instructors and employees may report concerns directly to their supervisors. All individuals may also report concerns, safety issues or violations regarding this plan and the College's response to the WWCC COVID-19 Supervisor, Tracy Klem, Director of Safety and Security at 509-526-5317 (SAFE) or [campussafety@wwcc.edu](mailto:campussafety@wwcc.edu). Any members of the WWCC campus community are asked to report if they have been exposed or have become infected too.

## Covid-19 Prevention Guidelines

Per [the higher education proclamation](#), everyone on WWCC campuses are required to;

- Complete a daily screening log posted on the college website prior to entry to campus each day. Anyone exhibiting Covid-19 symptoms are required to stay away from campus;
  - More Specific Symptoms of Covid-19
    - Fever (defined as subjective or 100.4 degrees F)
    - Cough
    - Loss of sense of taste and/or smell
    - Shortness of breath
  - Less Specific Symptoms of Covid-19
    - Fatigue
    - Headache
    - Muscle or body aches
    - Sore throat
    - Congestion or runny nose
    - Nausea or vomiting
    - Diarrhea (defined as 3 or more loose stool in 24 hour period)
- If anyone is experiencing known Covid-19 symptoms, are confirmed to have Covid-19, or have been exposed to a confirmed case of Covid-19, they are required to follow the direction of the local Department of Community Health, and to the extent not inconsistent with that direction, DOH's [Evaluation and Management of Persons with New Unexplained Symptoms of Covid-19](#),

[What to do if you were potentially exposed to someone with Covid-19](#), [What to do if you have confirmed or suspected Covid-19](#), and CDC's [What to Do if You Are Sick](#) guidance.

- Although not required, wearing a face covering is recommended while in indoor public areas. An upgraded face covering (double masking, KN-95 or N-95) is required for those returning from isolation, or who have been exposed to Covid-19.
- Although social distancing is no longer required, being cognizant of distance from others is encouraged.
- Frequent handwashing and sanitization is encouraged for all members of the campus community.

### **Procedure for Sick Employees or Students**

WWCC will depend on individuals to report when they have a confirmed or suspected case of COVID-19. If you have a confirmed or suspected case of COVID-19:

- Please stay home or leave campus immediately
- Contact your supervisor or instructor remotely.
- Contact your health care provider or local department of health
- Get tested for COVID-19 and follow all guidance from public health officials

WWCC is required to notify the local health department within 24 hours if WWCC suspects COVID-19 is spreading in the workplace or if we are aware of two or more employees, students or visitors who develop confirmed or suspected COVID-19 within a 10-day period. This includes all persons who have been on campus and report a positive test result. WWCC will inform involved persons about the notification and what information (if any) was shared.

### **WWCC Response Protocols for a Suspected or Confirmed Case**

In the event of a suspected or confirmed case within our campus community, WWCC will take the following steps:

- Campus Security, or designee, may contact the local health department to receive specific guidance for how to proceed for the rest of the campus and determine if temporary closure of facilities is needed
- Initiate cleaning and disinfecting protocols as required
- If asked by the Public Health department, WWCC may assist in identifying close contacts to the individual
  - WWCC may identify and notify people they have been in close contact with on campus; close contact is defined as someone the infected person had face-to-face contact with within 6 feet for a cumulative total of more than 15 minutes within a 24 hour period.
  - WWCC may locate contact information for persons identified as possible close contacts
  - The local health department will determine who is considered a close contact
- If WWCC is needed to assist in notification of close contacts, WWCC will
  - Keep the name of the person who tested positive confidential
  - Tell the individual they have contacted the local health department and will be in contact with further instructions
  - Ask that they mask with an upgraded mask (double masking, KN-95 or N-95) while on campus
  - Ask that they follow any guidance that the health department gives them
  - Refer them to any internal resources or guidance

- WWCC will communicate via email a confirmed or suspected positive case by notifying all students, employees or visitors who were in close proximity to the infected individual

### **If you are a close contact to / have been exposed to Covid-19**

Masking with an upgraded mask on campus for the period of 10 days after Covid-19 exposure has taken the place of self-quarantine, which is no longer required when you are a close contact with someone who is infected with COVID-19. Close contact is defined as;

- You were within 6 feet of someone who is COVID positive for a cumulative total of at least 15 minutes within a 24-hour period.
- You provided at home care to someone who is COVID positive
- You had direct physical contact with someone who is COVID positive
- Someone who is sick with COVID coughed, sneezed, or otherwise transferred respiratory droplets on you

If you have had close contact with someone who is infected with the Covid-19 virus, you are required to mask while on campus with an upgraded mask\* for the period of 10 days from last exposure, and test day 6 with either rapid or PCR test. In the event you become symptomatic or test positive, follow the when to isolate guidance on the next page.

- \*Upgraded masks referenced above include double masking, KN 95s, or N 95s. Fit testing is not required under these circumstances as long as the employee has a choice in which mask to wear or the mask requirement is for source control (keeping the workplace and others safe during the remainder of the 10-day isolation or quarantine period).

Infectiousness usually begins 2 days before symptoms or if no symptoms, 2 days before test results, and will last throughout the duration of symptoms, or 10 days after a positive test. If a person (case) with COVID-19 is isolating for 5 days followed by 5 days of consistent mask use out of isolation because their symptoms were improving or gone on day 5, people around them are not exposed during days 6-10 so long as the case is wearing a well-fitting mask. If the case is not wearing a well-fitting mask, close contacts on days 6-10 are considered exposed to COVID-19.

## When to Isolate

Isolation applies when someone tested positive for COVID-19 or has symptoms, regardless of vaccination status. It is when someone who has COVID-19 symptoms, or has tested positive, stays home and away from others (including household members) to avoid spreading their illness. An employee or student who has been in isolation may return to campus under the following conditions:

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|---|--|
| <p><b>Employees and students who are symptomatic or tested positive for COVID-19, regardless of vaccination status.</b></p> | <ul style="list-style-type: none"><li>• Do not return to campus for at least 5 days after the positive test or symptom onset.</li><li>• Isolation ends and they can return to campus after 5 full days if employee has had no symptoms or their symptoms are improving and they are fever free for 24 hours without the aid of fever reducing medication.</li><li>• If they continue to have a fever or their other symptoms have not improved after 5 days of isolation, isolation does not end until they are fever-free for 24 hours without the use of fever-reducing medication and their other symptoms have improved.</li><li>• When returning to campus, they must wear a <a href="#">well-fitting</a> upgraded mask* on campus for 5 additional days.</li><li>• If symptoms get worse or new symptoms occur, the employee should isolate until a medical professional or a negative test confirms symptoms are not related to COVID-19 or the isolation period ends as described above.</li><li>• If an employee was severely ill or are immunocompromised, they should let WWCC know, isolate at least 10 days and consult a doctor before ending isolation.</li></ul> |
| <p><b>Employees and students who test positive for COVID-19 and are asymptomatic, regardless of vaccination status.</b></p> | <ul style="list-style-type: none"><li>• Do not return to campus for at least 5 days after the positive test.</li><li>• Isolation ends after 5 full days if the employee has not developed any symptoms.</li><li>• When returning to campus, they must wear a well-fitting upgraded mask* at the worksite for 5 additional days.</li></ul>  |

- |  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>• If symptoms develop, follow requirements for isolation when symptomatic above.</li></ul> |
|--|--|

- \*Upgraded masks referenced above include double masking, KN 95s, or N 95s. Fit testing is not required under these circumstances as long as the employee has a choice in which mask to wear or the mask requirement is for source control (keeping the workplace and others safe during the remainder of the 10-day isolation or quarantine period).

### **Indirect Contact:**

If you had indirect contact with someone who had contact with someone who tested positive but are not sick:

- Self-monitor and contact your healthcare provider if any symptoms develop
- You are not required to self-isolate or self-quarantine unless you develop symptoms

## **Facility Modifications**

WWCC has provided additional equipment and made modifications to prevent the spread of COVID-19 in our campus facilities. Physical cues and signage have been posted to ensure safe practices throughout campus. Our facilities management actions include workspace modifications and an increased level of cleaning and disinfection services. In addition:

- Hand sanitizer dispensers have been positioned at every building entrance, department office space, and common areas that are being utilized
- Plexiglas barriers have been installed at service counters across campus

## **Communication**

WWCC uses various channels to communicate with employees and students. Communication regarding the operations and practices in response to COVID-19 will come in many forms before, during and after the return of employees and students.

Information will be disseminated to the campus community as follows:

- WWCC will primarily communicate information through the college email system
- The plan will be posted on WWCC's [COVID-19 webpage](#), messaged out through Canvas and will be posted on WWCC's social media pages
- Information regarding case exposure for employees will be sent out by Human Resources
- Information regarding case exposure for students will be sent out by the communications team
- Clery-required notifications and emergency information (such as temporary building closures) will also be disseminated to students and staff through the WWCC Alert system; to sign up for alerts, or to update your contact information, please visit [www.wvcc.edu/alerts](http://www.wvcc.edu/alerts)

Signage will be posted throughout campus reminding employees and students of the shared responsibilities while they are on campus. WWCC will post signs as follows throughout campus:

- Decals, markers or signage to encourage physical distancing will be posted at/in student services counters, elevator lobbies and stairwells, cafeteria and other shared spaces

- Hand washing and proper hygiene signage will be posted in restrooms
- Proper sanitation signage (wipe down tables and chairs after use) will be posted in common areas and any shared spaces
- Wash your hands, cover your cough/sneeze, stay home if you're sick, facial covering requirements, COVID-19 general information and shared on-campus responsibility signage will be posted throughout buildings
- OSHA/WSDOH signage will be posted in the cabinet outside of Admissions
- Signage regarding facial covering requirements, and where to report concerns will be posted at entrances

## Operational Safety Protocols

Maintaining a safe campus is a responsibility we all share as we continue operations in the COVID-19 era. The following are the operational safety protocols that WWCC has implemented:

- Increased cleaning and disinfection of frequently touched surfaces in high traffic areas
- Supplying additional cleaning products for departments and programs to ensure increased sanitation of work and classroom spaces
- Employees are responsible for routinely cleaning and disinfecting their own workstations, keyboards, telephones, and desk surfaces
- Adoption of the CDC process for enhanced cleaning and disinfecting [here](#) after persons suspected/confirmed to have COVID-19 have been in the facility

## Cleaning & Disinfecting

WWCC has established campus-wide cleaning and disinfecting protocols. As staffing levels allow, Custodial Services will provide regular ongoing cleaning and disinfection pursuant to [CDC guidelines](#). In order of priority these services will be;

- Classrooms and labs will have trash emptied and high touch areas (door knobs/light switches/hand rails) done no less than once every 24hrs. (based on rooms listed as occupied in 25Live)
- Tables and keyboards are to be wiped down by the individual users
- Restrooms
- Counter tops, doorknobs, drinking fountains, etc.
- Common areas (break rooms, areas where food is consumed, etc)
- Vacuuming hallways.

Supplemental to custodial services, every member of the WWCC community has a joint responsibility for sanitation in their own work or study area and when using shared resources. Cleaning and disinfecting supplies will be available to aid in completing basic cleaning and disinfection of surfaces. Supplies will be ordered by the Purchasing Department to ensure that the products are approved by WWCC and that all SDS information has been reviewed, approved and documented.

## Physical Distancing Protocols

Minimizing close contacts and personal interactions helps prevent the spread of COVID-19. Covid-19 protocols no longer require physical distancing, but it is encouraged to be cognizant of others and space where practical in the interest of inhibiting transmission. The definition of close contact is being within 6 ft of an infected person for more than a cumulative 15 minutes in a 24 hour period. Engineering or administrative controls such as plexi-glass barriers may also be implemented to minimize exposure.



## Face Coverings

WWCC recommends all students, employees, and visitors to wear face coverings at all times while in indoor public or shared spaces on campus. Upgraded face coverings (double masking, KN-95 or N-95) are required of those returning from isolation through day 10 from symptom onset or positive test. Anyone who has been exposed to (are a close contact to a person with) Covid-19 must wear an upgraded mask on campus for the period of 10 days from exposure.

Pursuant to [Healthy Washington-Roadmap to Recovery Version 21](#) any person returning to campus from isolation will be required wear an upgraded mask for the period of 5 days (days 6-10 after onset of symptoms or positive test) while on campus. The upgraded mask is defined as double masking, KN-95 or N-95 mask. The college may require indoor public masking during an outbreak, or when [community levels](#) are high.

WWCC will provide face coverings to individuals on campus who did not arrive with one. Employees and students are expected to retain and properly clean and disinfect the face coverings provided to them by WWCC.

For purposes of this plan, a face covering should;

- Fit snugly against the sides of the face
- Completely cover the nose and mouth
- Be secured with ties, ear loops, elastic bands, or other equally effective method; and
- Include at least one layer of tightly woven fabric without visible holes, although multiple layers are strongly recommended.

## Accountability

WWCC has a responsibility to comply with all requirements set by State of Washington and Public Health agencies. Failure to do so could result in fines, penalties, or temporary closure, and the ultimate desire is to keep the campus community safe from spread of infectious disease.

Accommodations are allowable for individuals who are unable to follow the requirements due to a documented disability or medical reason. Those accommodations will consist of remote learning or work, or some manner of facial covering so as not to endanger the campus community. If any person who has been directed to leave campus pursuant to the provisions of this plan refuses to leave campus, that refusal may be deemed as an act that could represent a safety or security concern to the college. Appropriate law enforcement may be called and the non-compliant subject may be trespassed from the campus per [WWCC Policy 3550](#) The individual issuing the trespass will submit written documentation of the trespass to the WWCC Security and Environmental Health and Safety Department.

- If a student does not comply with safety requirements, it will be considered a student conduct issue and the employee will direct the student to leave immediately and contact the administrator/supervisor for their department
- If an employee does not comply with safety requirements, the supervisor will direct the employee to leave immediately and contact Human Resources at [HR@wwcc.edu](mailto:HR@wwcc.edu)
- If a visitor does not comply with safety requirements, the employee will direct the person to leave immediately; Campus Security can assist with non-compliant individuals and can be

reached at 509-526-7233. If campus security is not available, the employee may call police pursuant to policy 3150 for trespass of the individual pursuant to the aforementioned guidelines.

## **Other Resources**

[Proclamation 20-12.5 Higher Education](#)

[Proclamation 21-14.5 Covid-19 Vaccination Requirement](#)

[CDC 8-11-22 Covid-19 updated quarantine guidance](#)

[Healthy Washington-Roadmap to Recovery Version 21](#)

[CDC Guidance for Cleaning and Disinfecting Your Facility](#)

[CDC Guidance for Institutions of Higher Education](#)

[Washington Department of Health Covid-19](#)

[Recommendations for Higher Education](#)

The CDC recommended booster calculator is [here](#).

