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I. MESSAGE FROM THE PRESIDENT TO STUDENTS

Dear Lasers,

On behalf of Irvine Valley College (IVC), I would like to thank you for choosing IVC in these challenging times. It is essential that IVC stay true to its mission of providing quality education, even in this trying situation. This Guide provides students and visitors with the knowledge to be able to return in a safe manner according to public health guidelines.

We are anticipating having more students physically returning to campus after February 7, 2022. We are actively scheduling in-person classes, student support services, activities, events, and some beloved IVC traditions with health and safety remaining first and foremost as our top priority. If you are not quite ready to come back in person, that’s okay too. IVC offers plenty of online and hybrid options for you.

As a reminder, vaccines are required for students taking in-person or hybrid classes, and masks continue to be required when in indoor spaces on campus. The College is here to support you both on-campus and online. Consult the website for more information about appointments and online access to student services and resources.

Please keep in mind, these health and safety rules could evolve during the semester as conditions warrant or guidelines from the Centers for Disease Control and Prevention (CDC), the State Department of Public Health (CDPH), or the Orange County Health Care Agency (OCHCA) change.

We thank you for your continued understanding and cooperation in ensuring the health and safety of everyone at Irvine Valley College.

We wish you a happy, healthy, and successful new year.

John Hernandez, PhD
President
II. GUIDING PRINCIPLES
IVC aligns itself with the latest in scientific understanding on how to prevent the spread of the virus and has protocols in place should someone contract the virus. This document lists the College’s practices and protocols and the preventative measures IVC has taken to protect the campus community from COVID-19. The College is in close contact with health authorities such as the OCHCA and receives guidance from the CDC, the CDPH and other agencies. The success of our efforts to prevent the spread of coronavirus will largely depend on students’ cooperation and following the principles included in this Guide.

III. CRISIS MANAGEMENT
IVC has formed a Crisis Management Team, also called the COVID-19 Response Task Force, that coordinates all aspects of the COVID-19 pandemic, response, and recovery efforts on campus. Recovery teams from departments such as Facilities, the Health and Wellness Center (HWC), the Office of Instruction, Student Services, the Public Information Office, Finance, and Police Services work on specific areas and issues.

IV. EDUCATION AND TRAINING
The education and training of students about COVID-19 is critical to establishing a safe learning and working environment. Upon returning to campus, students will be introduced to COVID-19 protocols including those designed for specific in-person classes. This information is disseminated through websites, email, social media, messaging, posters/signage, and other methods.

V. RETURN TO CAMPUS – ADHERENCE TO PUBLIC HEALTH GUIDELINES
Resumption of in-person activities will be gradual and phased according to the guidelines of the OCHCA, the CDC, the CDPH, and District’s-specific guidelines. In the 2020-21 academic year and in the fall of 2021, the majority of classes were held online, with a limited course offering phased in with necessary safeguards in place as public health considerations warranted. The College requires and promotes adherence to public health, including:

1. Hand hygiene: Wash your hands often, with soap and water, for at least 20 seconds each time. Use hand sanitizer when access to a sink/hand washing facility is unavailable
2. Physical distancing (see Section VI)
3. Proper cough/sneeze etiquette (cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow, and do not ever spit)
4. Frequent disinfection of common and high-traffic areas
5. Symptom self-assessment, including temperature checks
6. Mandatory face coverings when indoors (see Section VII)
7. Contact tracing and action plans if someone becomes ill from COVID-19
8. Avoiding large gatherings
9. Staying at home if you are sick
10. Knowing where to find credible resources

These control measures include the availability of appropriate Personal Protective Equipment (PPE), supplies, and guidance on how to use them.

VI. VACCINATION

Vaccinations are effective at preventing COVID-19 and protecting against both transmission and serious illness or death. Beginning in Spring 2022, all students taking classes at the College and all adult students taking classes at satellite locations must be fully vaccinated against COVID-19 prior to attending classes, unless approved as exempt due to a verified disability/medical condition or a sincerely held religious belief. The College continues to require face coverings indoors including in all learning spaces and spaces where students or external customers are served to further reduce the risk of breakthrough cases.

You can find more resources on vaccination, including locations of vaccination clinics and FAQs, by visiting this page. You can also contact the Student Health and Wellness Center for information regarding the COVID-19 vaccinations.
VII. PHYSICAL DISTANCING
Physical distancing is not necessary for fully vaccinated students, faculty, and staff on campus for where everyone is fully vaccinated or have an approved exemption in accordance with Administrative Regulation 5210. CDC recommends continued masking and physical distancing (a minimum of 6 feet) for people with weakened immune systems. Additionally, a face covering and physical distancing is recommended for 14 days while on campus following the last day of a close contact with individuals who had COVID-19.

VIII. MANDATORY USE OF FACE COVERINGS
Consistent with the South Orange County Community College District (SOCCCD)’s Return to Work Guidelines, students are required to wear face coverings (masks or two-layer gators) that cover the nose and mouth at all times while indoors on district property, including the IVC main campus and the Advanced Technology and Education Park (ATEP). It is recommended that students wear a surgical mask under a well-fitted cloth mask for optimal safety. For further information on face covering, please refer to CDC’s Improve How Your Mask Protects You page.

Masks are not required outdoors.

If you are unable to wear a mask indoors because of a medical or psychological condition, you must wear an approved clear face shield with a full drape from the bottom of the shield to your chest. For information about mask accommodation due to disability or a medical condition, contact the Health and Wellness Center.

Students are advised to bring their own masks to campus. However, masks will be available if necessary. Appropriate use of face coverings is critical in minimizing risk to others near you.

It is important to know the procedure for using a face mask or face covering:

1. Putting on the face covering:
   a. Wash hands or use hand sanitizer prior to handling the covering.
   b. Ensure the face covering fits over the nose and under the chin.
   c. Secure straps behind the head or loop around the ears.
   d. Throughout the process, avoid touching the inside of the mask.
2. Removing the face covering:
   a. Do not touch your eyes, nose, or mouth when removing the face covering.
   b. Loop your finger into the strap and pull the strap away from the ear, or loosen straps.
   c. Wash hands immediately after removing.
3. Care, storage, and laundering:
   a. Keep face covering stored in a paper bag when not in use.
   b. Cloth face coverings may not be used more than one day at a time and must be washed after each use.
 IX. SCREENING, TESTING, AND CONTACT TRACING

The initial critical point of screening is to make sure that an individual stays home if they are ill or experiencing COVID-19 symptoms (please note symptoms of COVID below). Prior to coming to the campus, students are required to self-screen and confirm that they:

1. Are not currently experiencing symptoms associated with COVID-19 as defined by the CDC.
2. Have not come in close contact (six feet or less for an extended period) with a person experiencing symptoms or who has tested positive within the last 14 days.
3. Will self-quarantine if they have been in close contact with someone who tested positive for COVID-19.
4. Will call the Health and Wellness Center at 949-451-5687 Ask a Nurse line and get instructions prior to attending in-person class following a positive COVID-19 test.

In addition, students and visitors are to self-screen utilizing a QR code technology at the Student Services Center welcome desk prior to accessing in-person services in the building.

The Health and Wellness Center is available for students to seek medical attention, including through online appointments, when ill. Students should call the Health and Wellness Center before dropping in. As of the date of this publication, these are the symptoms or potential symptoms of COVID-19, according to the CDC:

1. Fever or chills
2. Cough
3. Shortness of breath or difficulty breathing
4. Fatigue
5. Muscle or body aches
6. Headache
7. New loss of taste or smell
8. Sore throat
9. Congestion or runny nose (cold-like symptoms)
10. Nausea or vomiting
11. Diarrhea

If you suspect that you might have COVID-19:

1. Stay home or leave work or school immediately if you feel sick.
2. Call your health provider or healthcare facility in advance of a visit.
3. Slow the spread by staying at home and self-quarantining away from others. Students CDC quarantine guideline can be found here.
4. Always wear a mask in public or with others.
5. Call your healthcare provider to get guidance before returning to campus.

The Health and Wellness Center has the capacity to test for COVID-19 and is available for students who have been tested positive and/or qualify for financial aid. If you are experiencing symptoms of COVID-19 and need to be tested, contact the Health and Wellness Center hotline at 949-451-5687 and speak with a medical provider for instructions on what to do next and where to be tested. In an emergency, go to your local hospital or call 9-1-1.

Contact tracing is one of the most powerful defenses we have against COVID-19 because currently there is no treatment. By identifying new cases and alerting anyone who was potentially exposed, contact tracing will:

1. Reduce the number of people who get sick from COVID-19.
2. Lessen the burden on our health system and healthcare workers.
3. Allow unaffected people to socialize with less risk.

IVC partners with the OCHCA to perform contact tracing in the case of a confirmed positive test for COVID-19 within the campus community. The College does the tracing on campus while the OCHCA works on contact tracing of the individual away from the campus (i.e., family, work). If the Health and Wellness Center is informed of a positive test result, IVC will immediately perform contact tracing for the student and their potential for exposure to others in the campus community. It is the obligation of the student to immediately inform the Health and Wellness Center about a positive test.

X. FACILITIES PREPAREDNESS FOR RETURN TO CAMPUS

This section outlines the College’s plan to prepare its facilities for students to return. Each facility that is open to students will have designations regarding entrance, exit, and movement around the campus, including:

1. Signage that identifies entrances and exits within buildings
2. Other designated paths to move around campus and within buildings and stairwells
3. Sneezeguards, stanchions, and spacing markers and circulation flow markers on floors in high traffic and common use areas
4. Reminders that masks are required indoors per Section VII.

The College will maintain a high level of cleanliness in all common areas, as well as private and instructional areas that are in use. In study areas and in the library, stations may be removed/blocked, and partitions may be installed as needed.
XI. HEALTH AND WELLNESS CENTER

The role of the Health and Wellness Center is crucial in ensuring that public health best practices are followed at IVC. The Health and Wellness Center provides health services to enrolled students, including those without health insurance, and plays a pivotal role in screening and evaluation of potential COVID-19 infections. Health and Wellness Center preparations focus on maximizing assets and capabilities before a large-scale physical return to campus. The Health and Wellness Center has strengthened community partnerships with the OCHCA, nearby hospitals, and other public health agencies. The Health and Wellness Center follows the guidelines provided by the American College Health Association:

1. Advise students to make online appointments or call before coming to the Health and Wellness Center for provider visits or drop-in appointments.
2. Develop processes to limit student contact while being seen or treated in the Health and Wellness Center.
3. Continue to utilize telemedicine visits when appropriate. Students at higher risk are strongly encouraged to use telemedicine.
4. Update triage protocols incorporating the Health and Wellness Center as well as telemedicine.
5. Develop a screening process for students, faculty, and staff that daily and routinely checks for potential COVID-19 symptoms before entering the campus.
6. Develop a protocol for people who are showing or identifying potential COVID-19 symptoms.
7. Always require patients to wear face coverings.
8. Develop close relationships with local hospitals and the Orange County Health Care Agency to deal with symptomatic patients.
9. Work in partnership with the Public Information Officer to centralize and focus the messaging so that IVC speaks with a single voice.
10. Reconfigure the Health and Wellness Center to segregate waiting areas and exam rooms for potential COVID-19 exposure.
11. Have signage and/or posters that instruct patients on Health and Wellness Center procedures in the pandemic.
12. Work with Facilities to ensure there are adequate cleaning and disinfection protocols in place and that the appropriate number of hand-sanitizing stations across the campus.
13. Ensure there is adequate PPE on campus for the Health and Wellness Center, students, faculty, and staff as required in specific situations.
14. Develop a robust influenza vaccine program on campus that will ensure that the maximum number of students, faculty, and staff receive access to the flu vaccine. As necessary, launch an educational initiative to maximize vaccinations.
15. Work with the CMT and the Public Information Officer to ensure there are educational, informational, and specific signage, posters, and communications about the virus, prevention, use of masks, hygiene, physical distancing, and other subjects.
The Health and Wellness Center will continue to monitor and address the medical and mental health concerns of students. Section XIII specifically addresses mental health on campus.

**XII. AT-RISK STUDENTS**

IVC’s mission is one of equity and inclusion. It is critical we protect our at-risk students. The underlying medical conditions that put an individual at a higher risk for severe illness from the COVID-19 virus are periodically updated and listed on the [CDC website](https://www.cdc.gov). Student Services is prepared to work with students to meet their individual learning needs due to functional limitations that necessitate accommodations, including increased use of technology. IVC is committed to privacy and confidentiality in accordance with the Health Insurance Portability and Accountability Act (HIPAA).

Student Services pays special attention to the needs of students stemming from the many challenges they face during the pandemic. They work individually with these students to address their concerns about travel, financial aid, living situations, prevention of COVID-19, and other concerns such as mental health and well-being.

**XIII. ADDRESSING FEAR/ANXIETY AND MENTAL HEALTH**

The COVID-19 pandemic is one of the most frightening, disruptive, and potentially dangerous ongoing events that the College community has endured. Most disasters, no matter how traumatic, are of short duration, allowing for the rebuilding and recovery process to begin. The pandemic is an ongoing situation that will unfold over a longer period and will dramatically affect the lives of people globally. Our lives have been changed, in some ways forever. IVC is committed to actively addressing the mental health needs of the campus community.

Enormous efforts to establish physical distancing have resulted in both isolation and a change in routine for many people. The emotional, social, and financial disruptions, in combination with 24/7 media, fear, and uncertainty surrounding this pandemic, continue to take a toll on students’ well-being. This leads to concerns about increased anxiety, fear, and the mental health of the campus community.

Many students are experiencing grief, disruption, depression, and anxiety related to the changes. If students do not require mental health services, they may need an accessible, responsive venue for ongoing validation and support. Conversely, students with pre-existing depression, anxiety, and trauma are often more symptomatic during times of heightened stress and may require extra support in terms of more frequent contacts, sessions, and resources. Needed mental health services and education will be provided by the Health and Wellness Center as well as outside resources.
At IVC, there has been a rapid migration of counseling and mental health to telemedicine health venues. Moving back to in-person counseling will follow the same phases of bringing back people to campus. It will be critical to find the optimal balance between telemedicine mental health and in-person care. In-person counseling will ultimately be done using distancing, face coverings, and strenuous hygiene procedures.

It is important that IVC use various methods to address students’ fears and anxieties. Through collaboration between the Health and Wellness Center and Student Services, workshops, mindfulness training, and other skill-building programs have been placed in the virtual environment. IVC has developed mechanisms for virtual drop-in counseling as well as scheduling numerous town halls and group sessions to discuss COVID-19 concerns including returning to the campus safely, how to prevent COVID-19 infection, how to deal with a potential infection, and addressing anxiety.

XIV. COMPREHENSIVE STUDENT SERVICES
IVC provides comprehensive student support services as well as instructional support programs to our students. This effort will require the ongoing innovation and engagement of campus stakeholders that directly provide these services. Technology plays a large role in providing student services during this pandemic and is also part of the IVC mission of equity and inclusion. Therefore, the College has invested much time, energy, and funding to enhance the technological learning environment. Student Services already has moved its services online and can adapt its services to the situation. Its efforts include:

1. Providing training for students on how to succeed in online classes and how to access virtual advising, tutoring, supplemental instruction, testing, and other academic and student support services.
2. Offering critical mental health services during this period.
3. Providing robust access to remote library services.

The COVID-19 health emergency exacerbates inequities, especially for the most vulnerable student populations, who were already under-resourced before the pandemic. Student and faculty access to advanced technology is even more critical. IVC has provided laptops, hotspots, and other technology to students to help in this learning process.

XV. CONCLUSION
This Student Return-to-Campus Guide conveys our number one priority: the health and safety of the campus community. The Guide supports our mission of providing quality education while doing everything possible to establish and maintain a healthy environment for learning. IVC has
a comprehensive communications plan to keep the campus community informed about the latest information and updates regarding COVID-19.