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**Subject:** COVID-19 Information for Faculty  
**Date:** Friday, August 20, 2021 4:44:00 PM  
**Attachments:** [image003.png](#)

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## GOLDEN WEST COLLEGE

ACADEMIC SENATE

Dear, GWC Faculty,

Given the continued severity of COVID-19, the Coast Community College District and Golden West College want to take the proper steps to ensure the safety of our community and minimize the impact of the pandemic. To help achieve this for everyone that will be on campus, we strongly recommend that anyone who is able to receive the vaccine should do so or get tested weekly to ensure they are free from the virus. While there is no vaccine or testing mandate at this time, a policy for it has been requested by the Board of Trustees for the Coast Community College District, the details of which are being worked on and is likely to be implemented in the near future.

Due to the recent Board Resolution #21-40, everyone on Coast Community College property is required to wear a mask at all times, regardless of vaccination status, and subject to a few exceptions (see below for the details). If you face difficulties instructing in the classroom because of these requirements, please speak with your Dean to see what accommodations or adaptations might be possible to help make your experience successful. Any necessary protective equipment, including face shields and N95 respirators, will be available for you if needed.

Faculty are an important part of maintaining the safety of our GWC community as we navigate the COVID-19 pandemic. If you become aware of any student who has contracted, been exposed, or possibly ill with COVID-19, please submit an IR (Incident Report) using the link below. Please include as much information as possible in the report. A medical professional from the Student Health Center will contact the student and begin case investigation/management according to the most current CDC, CA public health dept, and OC public health dept guidelines. Due to student privacy consideration, faculty will receive a short summary after the case has been investigated with only action items listed if necessary. Feel free to email the Student Health Center ([healthcenter@gwc.cccd.edu](mailto:healthcenter@gwc.cccd.edu)) for any questions.

Incident Reporting form: [https://cm.maxient.com/reportingform.php?CoastColleges&layout\\_id=4](https://cm.maxient.com/reportingform.php?CoastColleges&layout_id=4)

We also recommend that you include the following information in your syllabus, regardless of mode of instruction, as students may come to campus for services even if their entire load is online and the information can be important for them to have. The below protocols and procedures for COVID-19 exposure and infection apply to faculty as well, but instead of informing the Health Center, you should inform your Dean first who will then follow up with the appropriate individuals. Remember that you are the authority in your classrooms and should enforce all district policies for the health, safety, and success of all our students.

Keep in mind that this language is based on current policies that are subject to change.

### COVID-19 Information:

The information and policies below are subject to change. For the latest information on COVID-19 from the Coast Community College District, please check <https://ccd.edu/aboutus/novelcoronavirus/index.cfm>

### Masks are required at all times:

[Board Resolution #21-40](#) (passed August 18, 2021) requires masks to be worn properly (covering both mouth and nose) by everyone on Coast Community College District property **at all times, regardless of vaccination status**. Exceptions are allowed for medical reasons that must be on file with the appropriate area or while you are alone, eating/drinking, or outdoors, provided effort is taken to maintain proper spacing and avoid close contact. If you do not have a mask, one will be provided for you. If you are not wearing a mask when you should be, like in a classroom, then you will be asked to wear one. Not doing so is a violation of policy and will be dealt with appropriately.

### COVID-19 reporting and safety:

If you have new and unexplained fever or chills, cough, shortness of breath, other breathing difficulties, fatigue, stomach illness, loss of smell or taste, or other feelings of being unwell, you should notify the Health Center or inform a trusted individual who will notify the Health Center and President's Office.

Students that have been exposed to COVID-19 on campus will be notified by the school. In the event you are knowingly exposed to the virus at any point or have symptoms indicative of the virus, you are encouraged to get a test and can check with the school's health center for how to obtain a free COVID-19 test (<https://www.goldenwestcollege.edu/student-health-center/covid/index.html>). If you are exposed to the virus and vaccinated but are asymptomatic, you are allowed to remain on campus. If you are not vaccinated and knowingly exposed to the virus, have symptoms (regardless of vaccination status), or test positive for COVID-19, then you should remain off-campus until:

- At least 10 days have passed since symptoms first appeared, your first positive test, or your last known exposure, AND
- At least 24 hours have passed with no fever (<100.4°F without use of fever-reducing medications), AND
- Other symptoms have improved or remain absent.

**Class absence, cancelation, or change of instruction due to COVID-related reasons:**

In the event you must miss class or an assignment deadline due to COVID-related reasons... [fill in with your own policies]

In the event class gets canceled... [fill in with your own policies]

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Sincerely,

**Academic Senate Executive Board**

Pete Bouzar, President

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