

Western Technical College - Phased Return Plan V.10 (9.20.2021)

Requirements	Critical - Suspend all F2F at all locations	Severe - Only essential programs and services	High - Essential programs and services with expanded student support	Medium - F2F with Significant Safety Measures	Modified Medium Phase - F2F with Significant Safety Measures Masking Required and Physical Distancing Wherever Possible	Low - F2F with Minor Safety Measures
Face-to-Face Instruction	None	Only students and coworkers in programs that can't go fully online - all others working from home unless given approval - 10 or less in given space	Only students and coworkers in programs that can't go fully online - some support staff with approval - 10 or less in a given space	F2F programs and academic services based on individual space capacity and ventilation with safety measures	F2F programs and academic services with safety measures	F2F programs and academic services with safety measures
Physical distancing	Required	Required	Required	Required	Required when possible	Required when possible
Masks	Required	Required	Required	Required	Required in all spaces including cubicles that do not have walls to the ceiling or doors that can be closed.	Required
Access to campus - Students	Students may not access campus.	Students may access campus when required for face-to-face instruction, leaving immediately afterward (variances subject to vice president approval). Allowances granted for students who need to eat between classes.	Students may access campus when required for face-to-face instruction and support, leaving immediately afterward (variances subject to vice president approval). Allowances granted for students who need to eat between classes.	Expanded options for students to access campus for instruction, support, and activities.	Near-full options for students to access campus on demand with safety measures.	Near-full options for students to access campus on demand.
Access to campus - Coworkers	Coworker access is allowed for critical functions only (or with HR/VP approval).	Coworkers may access campus when required for face-to-face activities, leaving immediately afterward (variances subject to HR/vice president approval).	Coworkers may access campus when required for face-to-face activities, leaving immediately afterward (variances subject to HR/vice president approval).	Expanded service areas and departments are open with staggered in-person staffing and scheduling to meet student and coworker needs as determined by each department/area	All service areas and departments are open with staggered in-person staffing and scheduling to meet student and coworker needs as determined by each department/area. Remote work arrangements paused if necessary to accommodate this.	Full co-worker access to campus with expansion of in-person service hours and staffing as determined by each department/area
Meetings					Conduct virtually if at all possible.	
Computer labs	Closed	One at each RLC and one at La Crosse - for students without internet/technology access for classes	One at each RLC and one in two buildings at La Crosse - for students without internet/technology access for classes	Expanded options for computer lab access based on space capacity and ventilation	Near full options for students with safety measures.	Near full options for students
Access to facilities	Open for critical function only (or with HR/VP Approval) - no public access	Open for critical function only (or with HR/vice president approval) - no public access	Open for critical function only (or with HR/vice president approval) - no public access	Open to students and coworkers with limited access for public	Open to students and coworkers with expanded access for public with safety measures	Open to students and coworkers with expanded access for public
Bookstore	Open - curbside/shipping	Open - curbside/shipping only	Open to Western students, coworkers, and prospective students (and family members) - with limit of 5 guests in shop	Open to Western students, coworkers, prospective students (and family members), and limited public - with limit of 5 guests in shop	Open to Western students, workers, prospective students (and family members), and limited public - with expanded numbers in shop with safety measures.	Open to Western students, workers, prospective students (and family members), and limited public - with expanded numbers in shop
Residence Hall	Closed with allowance for extenuating circumstance exemption	Open at 50% capacity	Open at 50% capacity	Open with 75% capacity	Open with expanded capacity (85%). Guest restrictions and safety measures in place.	Open with expanded capacity - maximum of 90-100%

Union Market	Closed with modified food service for Res Hall	Open to students and coworkers with limited service and physically distanced seating - open only for eating and with limited hours around meal times	Open to students and coworkers with limited service and physically distanced seating and service	Open to students and coworkers and to limited public (based on availability of seating) with physically distanced seating and service	Open with expanded seating and service to students and coworkers with limited access to the public based on availability of physically distanced seating. Masking required at all times unless actively eating or drinking.	Open with expanded seating and service to students and coworkers with limited access to the public based on availability of physically distanced seating
Study Space	Closed	Closed	Open with limited study space in Kumm stage area and RLC computer lab based on capacity and ventilation	Open with limited study space in all buildings including RLCs based on capacity and ventilation	Expanded number of study spaces with safety measures	Expanded number of study spaces
Screening	Required self-screening	Required and monitored by staff	Required and monitored by staff	Required self-screening and monitored by staff	No screening	No screening
Physical Plant Staffing	Adjusted staffing	Adjusted staffing	Full	Full	Full	Full
Learning Commons	No F2F	Alternative formats only	Limited F2F	Open with expanded services based on space capacity and ventilation	Open with expanded services with safety measures	Open with expanded services with physical distancing required whenever possible
Welcome Center	No F2F	Alternative formats only	Open with triage and limited services and staggered staffing	Open with limited services and staggered staffing	Open with expanded services with physical distancing required whenever possible	Open with expanded services with physical distancing required whenever possible
Testing Center	No F2F	Exceptions Only	Open for F2F based on space capacity and ventilation	Open for F2F based on space capacity and ventilation	Open with expanded services with safety measures	Open with expanded services with physical distancing required whenever possible
Access to restrooms	None	Limited	Limited	Expanded	Expanded	Expanded
Access to non-instructional areas (break areas, lounge areas)	None	Approval only	Approval only	Open with limits and based on space capacity and ventilation	Open with expanded services with safety measures	Open with expanded services with physical distancing required whenever possible
Supplemental Food Offerings/ Shared Food	None	Individually wrapped provided individually (no common basket or bowl); no potlucks or shared food activities	Individually wrapped provided individually (no common basket or bowl); no potlucks or shared food activities	Individually wrapped provided individually (no common basket or bowl); no potlucks or shared food activities	Individually wrapped provided individually (no common basket or bowl); no potlucks or shared food activities	Individually wrapped and available in common basket/bowl; limited food sharing activities with food handling and safety precautions
Tutoring	No F2F	Alternative formats only	Alternative formats only	Open with limited face-to-face based on space capacity and ventilation	Open with expanded services with safety measures	Open with expanded services with physical distancing required whenever possible
Classroom					Open with masking and physical distancing whenever possible	
Office Spaces and Conference Rooms					Open with masking and physical distancing when in the presence of others. Staggered scheduling is encouraged.	
Cubicles					Masking required at all times if cubicle does not have a door and walls that extend to the ceiling.	
Room and office capacities	No F2F	Up to 10 including the instructor (with exceptions) - Urge acceleration or alternative methods	Up to 10 including the instructor (with approved exceptions)	Expanded based on space capacity and ventilation	Open with expanded services with safety measures	Open with expanded services with physical distancing required whenever possible
Travel	None	None	None	Limited approved by president/vice president	Expanded approved by president/vice president with safety measures	Expanded approved by president/vice president
Fleet vehicle use	Allowed for critical functions only	Limited to critical functions	Limited to critical functions	Limited with approval	Expanded with approval. Masking required at all times when traveling with others.	Expanded with approval

Campus events (tours, pinnings, etc.)	None	Approval only	Approval only	Limited with physical distancing and masking	Limited with safety measures. Must meet criteria and be approved by Vice President.	Open with expanded services with physical distancing required whenever possible
Telework	All but critical functions	All employees (except for critical function) not required to be on campus or with HR/Vice President approval	All but critical function (with approved exceptions)	Leadership discretion	Leadership discretion	Apply remote work benefit.
Outdoor group size	None	10 or less	10 or less (or approved exceptions) with physical distancing and masks	50 or less (or approved exceptions) with physical distancing and masking	50 or less (or approved exceptions) with physical distancing and masking	TBD
Public access	None	None	None	Limited	Expanded with safety measures	Expanded
Health Science Center	Operates under HSC guidelines	Operates under HSC guidelines	Operates under HSC guidelines	Operates under HSC guidelines	Operates under HSC guidelines	Operates under HSC guidelines
Athletics and extracurricular organizations	None	Approval only	Approval only	Resume limited in-person activities in staggered or cohort scheduling; remote activities where possible; individual recruiting tours for athletics; limited travel for athletics	Follow athletic conference and Athletic Director plan.	Small to medium group activities with safety precautions; expanded in-person activities/programming; expanded travel for athletics
Renters	TBD	TBD	TBD	TBD	Open with safety measures.	TBD
Lunda Center	Closed	Closed	Closed	Services based on capacity and ventilation; Prepackaged or plated catering only; No more than one event/meeting allowed in the facility at a time	Expanded services based on capacity and ventilation and safety measures. Follow the Lunda Center plan.	Expanded services based on capacity and ventilation; buffet service food/bev available w/staff to service; Multiple meetings allowed but no more than 150 people in the facility at one time
Illness Reporting	Yes	Yes	Yes	Yes	Yes	Yes