

# Limited Onsite Instruction Plan

## *Dear Westcliff Family-*

*One of the greatest strengths of our University is our sense of community— specifically, the relationships that develop among classmates in our learning environment. As we plan for the future, we are prioritizing the health and well-being of our Westcliff Family while simultaneously recognizing the importance of what defines us— Westcliff’s Mission and Core Values.*

*In order to minimize the risks related to the COVID-19 virus, it is highly likely that colleges across California and the nation will look different. While we hope to be back on campus for all aspects of in-person classes, Westcliff has created a limited approach to onsite instruction in the Fall 2020 semester for those students who would request it.*

*Based on the guidelines from the Governor of California and the Centers for Disease Control (CDC), we have made adjustments to our routines and protocols to mitigate the risks for students, staff and faculty, as well as the wider community, as we face COVID-19 together.*

*Our approach is a multi-layered “Safeguard” defense, but please know that even as we do our best to mitigate risks of transmission on our campus, COVID-19 is an extremely infectious virus that could result in severe illness and/or death. At this time, there is no way to guarantee that these safeguards will eliminate the risk entirely. All safeguards have been developed carefully using public health guidance and are being clearly communicated to all community members in advance.*

*Sincerely,*

*Westcliff University COVID-19 Task Force*

# Limited Onsite Instruction in Fall 2020

To meet the needs of students, Westcliff is providing students who would typically take classes onsite opportunities for limited onsite instruction in the Fall 2020 semester. The details of these onsite opportunities are listed below:

**Weekly Onsite Classes** | Weekly classes meet each week for two (2) hours across an eight (8) week session. **In the Fall 2020 semester, all weekly onsite classes are going to have an onsite option for two (2) of the eight (8) sessions.** Students who opt in to onsite instruction will attend these two (2) class sessions at the Irvine campus while those who do not opt in will attend them online. The remaining six (6) sessions will be facilitated 100% online.

**Professional (Weekend) Format** | Classes in the professional program are going to maintain a similar structure to how they were facilitated in the Summer 2020 semester. All classes will have four (4) sessions across the entire semester that meet for six (6) hours each. **In the Fall 2020 semester, all onsite professional (weekend) classes are going to have an onsite option for one (1) of the four (4) sessions.** Students who opt in to onsite instruction will attend the first of these four (4) sessions at the Irvine campus while those who do not attend will attend that session online. The remaining three (3) sessions will be facilitated 100% online.

**Process for Students Opting In** | Students will have the opportunity to opt-in for onsite instruction in the Fall 2020 semester by completing a survey that will be distributed in early August. The survey will be available for one week, and students must opt-in to secure a seat for onsite instruction. Students who do not complete the survey opting in to onsite instruction will be considered as preferring to attend onsite program classes in a 100% online format for the Fall 2020 semester.

*Please note - An additional survey for students to opt in for onsite instruction in the Fall 2 session will be distributed closer to the start date for that session.*

**Notification of Onsite Meetings** | Once the time period for students to opt-in to onsite instruction has passed, students will be notified of when the onsite meeting options will be held for their class(es) before the semester begins. Classes with no students opting in to onsite instruction will be held 100% online.

# Required Campus Safety Protocols & Safeguards

Westcliff has identified health and safety protocols based on the current recommendations from the Centers for Disease Control (CDC), World Health Organization (WHO), and other regulatory agencies. To lower the risk of possible transmission to students, staff and faculty, you can expect some changes if you return to campus, which are outlined below.

**Westcliff is now deploying seven safeguards to help keep everyone safe while on campus. These safeguards include:**



The Westcliff campus facilities have been reconfigured to promote social distancing. This includes changes to capacity limits in classrooms, restrooms, common areas, and elevators, as well as markers reflecting appropriate spacing on the floors.



Westcliff has sanitizing supplies, hand sanitizers, and disinfecting wipes, which are readily available on all campuses.



We are requiring all students, faculty, and staff to wear a face covering while on campus, which covers the nose and mouth. You can bring your own face covering and we also have disposable face coverings available for every campus.



Westcliff will be staggering start and end times of class sessions, so students, faculty, and staff will enter campus at different times and the total number of people on campus at any time will be limited.



We are placing physical barriers through the use of Plexiglass in reception area, small meetings rooms, and classrooms.



All students, staff, and faculty members will be subject to daily health screenings at entrance points, as well as anyone visiting the campus. Westcliff will be identifying anyone with symptoms and will immediately send them home.



Classrooms will undergo enhanced cleaning and sanitizing processes after every class session. Protocols will include additional hand sanitizing stations and twice per day cleaning in common areas as provided by Westcliff's contracted cleaning companies.

**Westcliff remains committed to prioritizing the health and safety of our students, staff and faculty members.**