St. Stephen’s College
Information for Returning to Campus
3 May 2022

To: All Faculty and Students

Regarding: Return to Campus Information

As St. Stephen’s College pivots back to in-person course delivery, this document outlines specific information for faculty and students who will be teaching/learning on-campus in Spring/Summer 2022 and beyond. The guidance set out here is rooted in our commitment to being in care of one another, and it is intended for the support of both our faculty and our students.

Health and Safety Measures on Campus:
While on Campus, all courses must abide by the Health and Safety Measure in place at the time the course runs. At present (May 2022), these measures are as follows:

- Before coming to campus, individuals are asked to complete the AHS Personal Health Check. If you are feeling unwell, please stay home in order to take care of yourself and others (see below for more details).

- The College has installed portable air purifiers with medical grade HEPA filters in all classrooms and common spaces. These units are tailored to our spaces to ensure a minimum of four air-changes per hour. Air purifiers should remain running at all times on “Setting 2”.

- Whenever possible, faculty and students are encouraged to open windows and other ventilation points, to allow for fresh air circulation. Make sure to close open windows prior to leaving campus; this is important for both security and to avoid damage due to inclement weather.

- While on campus, individuals are encouraged and strongly recommended to wear masks that cover the nose, mouth, and chin.

- Physical distancing is not required, though instructors and students are encouraged to maintain distancing whenever possible.

- Proof of Vaccination is no longer required on the St. Stephen’s campus; the College continues to support public health vaccination efforts and strongly encourages all who can get vaccinated to do so.

What to do if Someone Cannot Attend Campus due to COVID-19 Safety Measures?
Current COVID-19 precautions at St. Stephen’s College state that, “If you are feeling unwell, please stay home in order to take care of yourself and others.” This applies equally to faculty and students.

Given the likelihood that either an instructor and/or a student may be unable to attend at least some portion of a course due to COVID-19 precautions on campus, instructors are asked to consider ahead of time the degree to which their course and its content is amenable to
accommodate temporary, online delivery/participation. Such delivery/participation is an exceptional and temporary measure only, and we recognize that not all courses will be amenable to this form of delivery/participation. By preparing for this possibility, our learning community will be ready and equipped to respond to the everyday challenges of the pandemic.

*If a student cannot attend on campus:*

If a student is unable to attend on campus due to COVID-19 health and safety measures, they must reach out to their instructor to indicate that they are unable to come to campus. Each student’s situation will be different, and instructors (with the support of the College) will endeavour to work creatively to find solutions for students. Options include (note: not all options will be available in every course):

- If a student otherwise feels well despite having mild symptoms that would not normally prevent them from coming to campus, then they may be able to:
  - At the discretion of the instructor, students may be able to participate in the course via remote delivery (e.g., participate via Zoom in lectures and whole-class discussions, but complete skills/studio work either independently at home or through a make-up assignment). Instructors should use the Zoom platform (which is embedded in eClass) for remote participation. The College has upgraded the audio equipment in both the Green Room and Library to support temporary remote delivery. Note: participating online may result in a more limited course experience for the affected student.
  - At the discretion of the instructor, students may be able to complete alternative or make-up assignments or readings, or engage in independent study.

- If a student is unable to continue in the course due to their sickness, they should speak with the registrar regarding what options are available to them.

*If an instructor cannot attend on campus:*

If an instructor is unable to attend on campus due to COVID-19 health and safety measures, they must reach out to the students in their class and to the Registrar’s Office to indicate that they are unable to come to campus that day. Each instructor’s situation will be different, and the College will endeavour to work creatively to find solutions for instructors. Options include:

- If the instructor otherwise feels well despite having mild symptoms that would not normally prevent them from coming to campus, and they are willing to teach, then they can proceed with the course by temporarily pivoting to online delivery. Instructors should use the Zoom platform (which is embedded in eClass).

- If the instructor is not able to teach due to their sickness, either the entire course will be cancelled and rescheduled to the next possible date (in the case of Week-Long Intensives), or in the case of Semester courses, the classes for the affected week will be canceled and resumed once the instructor has recovered.

**St. Stephen’s Ongoing COVID-19 Response**

We continue to navigate the challenging and unexpected waters of the COVID-19 pandemic. As always, the College will remain vigilant and nimble. In the future, we will respond quickly and as needed to put in place any new or reinstated restrictions as required by the everchanging realities of the pandemic.