

May 14, 2020

KPU's Academic and Operational Continuity Plan

This is a proposal to ensure academic and operational continuity during the COVID-19 pandemic, as directed by the BC Public Health Officer. This includes limited and specific opportunities for employees and students to safely attend our campuses.

KPU is guided in its planning by the public health directions and the expectations of post-secondary institutions provided by the Government of BC in the first week of May 2020 as follows:

- The health and well-being of students, staff, and faculty is paramount above all other considerations.
- KPU commits to continuing to deliver a quality educational experience for its post-secondary learners regardless of the learning delivery model, and respecting transfer pathways.
- Decisions will be communicated as soon as feasible for students, faculty and staff to provide as much certainty as possible.
- Physical distancing and directives on gathering size will remain in effect consistent with Provincial Health Officer's guidance.
- KPU will continue to support students, faculty and staff to successfully study and work remotely and on campus as appropriate. This includes mental wellness, learner success, personal safety and accountability.
- KPU will continue to use remote, asynchronous delivery of its programs, and very limited and approved in-person learning and on-campus services.
- KPU acknowledges that international students returning to Canada will need to self-isolate for 14 days and we will endeavor to support these students should that two-week period disrupt their studies.

To this end, remote asynchronous delivery of the majority of classes will continue for Fall 2020 and possibly for the Spring 2021 semester.

Our approach to on-campus working and learning will be a careful phasing-in of a very limited number of courses that require use of labs, shops, studios, etc.

The initial stage of the return-to-campus process would occur over the May-August period, and assumes that KPU may well be required to maintain physical distancing until end of the next cold and flu season (March/April 2021).

A detailed academic and operational continuity plan is being developed in collaboration with each division and faculty and will be shared with Senate as it evolves. Within this plan the KPU

Executive will review and determine the priority of who should return to campus and when, with the following considerations:

1. KPU will ensure compliance with WorkSafe BC (WSBC) Level 2 safety guidelines in order to respond to any COVID-19 incidents. To do so, KPU must ensure that it has adequate first aid, cleaning and other supplies on all campuses and that it meets any other WSBC orders to ensure a safe work environment.
2. All instructional faculty and students will remain off-campus during Stage 1 of the return. This will allow an assessment of the systems and processes at KPU to ensure safety. Any on-campus programming in Stage 2 will be tightly regulated and must have a rationale and a Health and Safety plan approved by the Provost.
3. A 90-day rolling review of planned on-campus events will continue each month to determine what, if any, will be permitted. The possibility of hosting events for the fall, including an in-person Convocation, appears to be low.
4. All KPU-funded travel is cancelled until further notice. Any exception must be approved by the relevant Vice President.
5. The staged return to campus will:
 - ensure that the supply chain of first-aid and cleaning supplies is sustainable;
 - evaluate the results of the gradual return to work on campus by employees
 - allow time for consultations and to address any further concerns of employees;
 - mitigate the risk to KPU of having a confirmed case of COVID-19 on campus; and
 - allow re-assessment of safety protocols on an ongoing basis.

Stage 1 will start on May 19 and will last for at least six weeks.

During this stage, employees who are able to effectively work from home will continue to do so.

Governance and operational meetings will continue to be held remotely, along with the remote delivery of the Summer semester offerings (with only very limited exceptions approved by the Provost).

Only those few employees who are not already on campus but need to be in order to do their jobs, will return, as long as physical distancing measures can be guaranteed. These employees will be notified over the next few weeks.

KPU will further enhance cleaning and sanitizing protocols and further develop procedures and signage that will maintain physical distancing in anticipation of the subsequent stage, and will continue to develop health and safety plans in anticipation of stage 2.

The KPU Executive will determine when it is time to move to Stage 2.

Stage 2 will start at the end of June at the earliest, if there has not been a confirmed case of COVID-19 on any campus, and will continue through the fall semester.

Employees who can effectively work from home will continue to do so.

There will be a gradual and tightly-managed return of some more employees and students to campus as follows:

- **Expansion of access to computer work stations, and of in-person services offered by the Libraries, Student and Enrollment Services, the International Office and other student-focused areas will occur as required, but will remain very limited.**
- **The only on-campus instructional opportunities will be for students in those programs or courses for which the use of labs, shops, studios etc. is essential.** A rationale, a detailed delivery plan, and a Health and Safety assessment must be approved by the Provost prior to any students returning to campus.
- **Employees who need to be on campus to perform the duties of their jobs will come back to areas where we are able to maintain physical distancing and proper cleaning standards.** Occasional visits to campus to pick up and drop off materials or hold small meetings will be scheduled through each faculty and division so as to avoid close contact and ensure safety.