

Executive Summary

The objective of the Laramie County Community College (LCCC) Return to Business (R2B) plan is to establish a structure of protocols that will allow LCCC to return to a state where people can engage with each other as appropriate to effectively carry out the programs, services, and activities necessary for the attainment of LCCC's mission. LCCC's Phase III Plan will at a minimum align with state and local guidance. There may be times when LCCC's guidance is more stringent than state and local guidance to maintain a safe environment for our students, employees and visitors.



R2B Plan Phases

Phase I – June 1 – August 14, 2020	Phase II – Fall 2020 August 15 – December 31, 2020	Phase II – Spring 2021 January 1 – May 16, 2021	Phase III – Summer & Fall 2021 May 17 – December 31, 2021
---	---	--	--

Phase III Summer & Fall 2021

LCCC College Operations:

- Summer 2021: LCCC will increase on-campus, in-person physical operations to serve students and community members.
 - Summer operating hours: 7:30 a.m. to 4 p.m., May 17 – August 15
- Fall 2021: LCCC will be fully open for on-campus, in-person physical operations to serve students and community members.
 - Fall operating hours: 8 a.m. – 5 p.m., beginning August 16
- Functional areas will be open and may require appointments.
- In-person, on-campus meetings may be scheduled in rooms that allow for social distancing; online conferencing (e.g., Zoom and Microsoft Teams), email, or telephone may be used to address limits to social distancing when necessary.
- Certain areas of campus may have alternate hours of operation, to meet the needs of stakeholders, which will be posted on the office door and department website.
- College-sponsored travel will continue to be restricted for Summer & Fall 2021 and must be approved by an area's Cabinet representative.



Face Coverings, Distancing and Screening:

- Do not come to campus if you are experiencing COVID-19 related symptoms.
- All LCCC employees, students and visitors that are not vaccinated for COVID-19, are recommended to use face coverings and practice social distancing. This guidance is subject to change based on the local conditions around the COVID-19 pandemic.
- All new employees and residence hall students will participate in education and training regarding COVID-19, unless training was completed in a previous R2B phase.

Testing, Contact Tracing, Quarantine:

- Testing will be based upon state and local guidance, availability and funding.
- Contact tracing will be coordinated by the LCCC task force and/or the Cheyenne-Laramie County Health Department.

COVID Vaccination Education:

- With the approval and distribution of several vaccines, it is important to provide easy access to credible vaccine information. There are several links to credible information provided in Appendix I in the R2B Plan.

Academic Course Delivery:

- LCCC will plan to deliver a standard number of on-campus, in-person classes for the Summer & Fall semesters. They will also continue to offer academic courses in both hybrid and online modalities.
- **Summer 2021:** Schools will adjust the scheduled instructional spaces, number of course sections, and course capacities as necessary in the following order of expectations:
 - When a valid and demonstrable risk exists to students and employees as a result of population density.
 - Small classrooms capable of hosting a pre-COVID class cap of 15 will be considered “full” at 75% capacity, or 12 students.
 - Larger classrooms capable of hosting a pre-COVID class cap of 20 will be considered “full” at 90% capacity, or 18 students.
 - Lab spaces in Pathfinder and the Science Center will “fill” at 100% pre-COVID capacity. The need to reduce gathering size in these spaces is mitigated by the ventilation and size of these rooms.
- **Fall 2021:** Capacities in instructional spaces will not be adjusted; 100% occupancy will be allowed.
- The academic calendars for LCCC will remain the same as posted.

Residence Halls:

- LCCC will have three residence halls open for the Summer & Fall 2021 semesters with normal density models.
- Students living in the residence halls will be tested prior to moving into the halls, unless they provide proof of being fully vaccinated.
- Non-Students (i.e. vendors, camp participants, etc.) temporarily residing in the Halls will complete a waiver upon check-in.

LCCC Athletics:

- Golden Eagle Athletics will resume practices and competitions, in alignment with current health order guidance, and further determined by NJCAA, NIRA guidance, and Region IX coordination.

Events and Gatherings:

- Events and gatherings that meet state and local health guidelines and with approval of Facilities and Events Office will be considered.

Operations Plans:

- Functional areas will be required to submit a Phase III Summer & Fall 2021 Operations Plan for their specific area demonstrating how they will meet stakeholder needs, while adhering to LCCC guidance and how COVID-19 mitigation strategies will be maximized.

Communication:

- Official LCCC email will remain the College’s main source of communication for all students and employees regarding updates to this R2B plan. Additionally, critical updates are available at lccc.wy.edu/covid.
- Town Hall meetings will be conducted throughout Phase III, with Dr. Schaffer providing updates on how COVID-19 continues to impact the campus and community.
- R2B forms, the complete R2B plan, and approved area-specific Operations Plans are available to employees and students on the College’s portal, myLCCC.

