

FACULTY OF EDUCATION RETURN TO CAMPUS GUIDELINES



2021-2022

The Path Back to UM

Guidelines to ensure a safe environment for educational and operational activities as advised by the Manitoba Health Authority.

December 2021

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Faculty of Education Return to Campus Guidelines

ENGAGE ENVISION EMPOWER

INTRODUCTION

- Thank you for your ongoing, proactive work to support each other as we move forward with campus resumption, especially as these last couple of months have required so much time, energy, adaptation and flexibility. Your dedication to a safe, measured return is appreciated. The University of Manitoba (UM), the UM COVID Recovery Steering Committee (CRSC) and the Faculty of Education (FoE) are providing the necessary tools and measures to ensure a safe environment for educational and operational activities as advised by the Manitoba Health Authority.

Return-to-campus planning considerations

The phasing-in for all UM academic and professional staff will occur over the next five months with the intention of a full 100% return to in-person work/activities by January 2022. The planning parameters are:

| | |
|----------------|------|
| July 2021 | 50% |
| August 2021 | 50% |
| September 2021 | 60% |
| October 2021 | 70% |
| November 2021 | 80% |
| December 2021 | 90% |
| January 2022 | 100% |

Refer to p. 3 **COVID-19 Guidelines for Health and Safety Protocols** for an overview of safety measures for UM staff, faculty and students

Core measures that are expected to remain in place until otherwise determined by the Provincial Health Officer, include:

- **Completing a daily COVID-19 self-assessment**
- Not attending campus when ill;
- Following handwashing and hygiene protocols;
- Maintaining up-to-date campus COVID-19 Safety Plans;
- Continuing daily cleaning protocols in all indoor settings and on high touch surfaces; and
- Requiring non-medical masks in indoor common areas depending on the rate of COVID-19 transmission.

| ACTIVITY | GUIDELINE |
|--|---|
| Instruction | <ul style="list-style-type: none"> • All Fall term 2021 in-person instructional activities will proceed as planned and currently as scheduled • All remote instructional activities will proceed as planned and as currently scheduled |
| Research | <ul style="list-style-type: none"> • In-person research activities will continue to be considered subject to public health guidance and the ability to conduct the research safely. • COVID related expenses (RT-PCR tests, mandated quarantine etc) are eligible for reimbursement for research/university related travel. • The CRSC will continue to review only those proposals to engage in research that involves human participants. All <u>other research activities</u> will be allowed to proceed in accordance with relevant UM policies (including travel, room and building occupancy, % employees limits, vehicle occupancy, and health and safety requirements) and public health restrictions. Deans will be responsible for approving all other research activities. |
| Work | <ul style="list-style-type: none"> • Increase the percentage of employees who are eligible to return to campus using a phased approach not later than September 2021, presuming it is safe to do so and public health orders allow. • A full return to campus in January 2022 is planned. • This includes teaching, research and work in support of the academic mission |
| Other connections activities/experience | <ul style="list-style-type: none"> • In-person activities/experiences that maintain group sizes (in accordance with public health orders) and provide opportunities for connection such as cultural teachings, social events, tours, learning and skill building sessions, support systems and essential to in-person health and wellness should be explored and considered |

GUIDING PRINCIPLES

The UM continues to follow these guiding principles for a safe and strong start of the Fall term:

- The health and safety of students, staff, faculty and visitors are the overarching priority.
- All activity on campus, whatever its nature, will be carried out while strictly respecting the constraints of public health authorities and in accordance with government guidelines and directives.
- Recovery of on-campus activities will occur over the course of the Fall term with a planned full return for the Winter term and in keeping with the University's stated principles and recovery plan.
- The University will continue to take into consideration and accommodate special circumstances for students, staff and faculty, including health conditions.

In determining in-person priorities, consideration was given to:

- Instructional approach as recommended by the Academic Team /COVID Recovery Steering Committee (CRSC).
- In-person research activities as recommended by the Research Team and approved by the CRSC/President's Executive Team.
- Essential services and operational needs.
- Specific skills or level of expertise that is required on campus to support in-person activity.
- Need for managerial presence in support of on-campus staffing.

Consultation process

This document was prepared based on information from Human Resources, Physical Plant, Dean's Council, the COVID Operations Sub-Committee, the COVID Recovery Steering Committee and the Faculty of Education Administration.



COVID-19 GUIDELINES FOR ON CAMPUS RETURN 2022

The following guidelines apply to all non-instructional on campus activities such as meetings with faculty, staff, students.

- Vaccinations are mandatory
- No capacity limitations
- **3-ply masking while indoors at all times**
- **UM instruction will return to in-person delivery (accommodations/adjustments for faculty)**
- **Employees use the Provincial public health self-assessment tool and not attend campus activities if they are experiencing COVID symptoms**

Vaccinations:

UM employees and students are required to upload their proof of vaccination whether they intend to be working or learning on or off campus during the term. By November 14th, proof of full immunization has to be uploaded to a secure website. All individuals who do not submit such proof will be considered unvaccinated. The vaccination status is being verified under the authority of The University of Manitoba Act and will be used for the purpose of addressing the ongoing health and safety risks posed by COVID-19. All necessary steps have been taken to protect privacy. Other than your name, the QR code contains no personal health information or data. Please visit COVID-19 vaccination information page for more details. <https://umanitoba.ca/coronavirus/safe-return-to-campus>

The COVID-19 Campus Rules are framed around the province's 4-3-2 One Great Summer' Reopening Path <https://www.gov.mb.ca/covid19/index.html>

and hygiene etiquette, and following public health orders and guidelines both on and off campus (<https://www.manitoba.ca/covid19/vaccine/>)

It is up to each one of us to do our part, but it is our collective efforts that will make the difference.

In addition to a comprehensive immunization program, a number of core public health measures and tailored infection prevention and control measures are expected to continue to support the safe resumption of on-campus activities. <https://www.manitoba.ca/covid19/vaccine/>

SELF-MONITORING

Together, we can help slow the spread of COVID-19 throughout our campuses. It is essential that employees and students self-monitor for COVID-19 symptoms and/or exposures before attending to any on-campus activities.

Prior to coming to campus, complete the COVID-19 Screening Checklist (appendix A)

- If the checklist advises you not to enter; stay home, isolate and refer to the:
UM COVID Faculty-Staff On Campus
Online COVID-19 Screening Tool, or Call Health Links – Info Santé at 204-788-8200
Toll free at 1-888-315-9257 for further guidance

Guidance for faculty, staff, students are found in the Appendix B, C, D, E

- Faculty or Staff Contacted to Self-Isolate by Public Health or Receive COVID-19 App Notification
- Faculty or Staff Not Feeling Well and On Campus
- Student Contacted to Self-Isolate by Public Health or Receive COVID-19 App Notification
- Student Not Feeling Well and On Campus for Classes/Instruction

Latest updates, COVID-19 cases, safety measures, information and tips will be posted here as new information becomes available.

<https://umanitoba.ca/coronavirus>

<https://umanitoba.ca/coronavirus/latest-updates-and-safety#latest-covid-19-updates>

The following UM Health and Wellness resources are available:

- University Health Services <https://umanitoba.ca/student-supports/health-wellness/university-health-service>
- Health and Wellness <https://umanitoba.ca/student-supports/student-health-and-wellness>
- Counselling resources for students <https://umanitoba.ca/student-supports/counselling-resources-students>

HEALTH AND SAFETY MEASURES TO PREVENT INFECTION

What are the symptoms of COVID-19?

Information on the prevention, transmission, symptoms, and treatment of COVID-19 can be found at the

<https://www.gov.mb.ca/covid19/>

What precautions can I take to stay healthy and prevent the spread of infections?

- Wash your hands frequently for at least 20 seconds using soap and water.
- If a sink is not available, 60-90% alcohol-based hand rubs (hand sanitizer) can be used to clean hands if they are not visibly soiled. If they are visibly soiled, you can use an alcohol-based disposable hand wipe to remove the dirt and then use an alcohol-based hand rub.
- Do not touch your eyes/nose/mouth with unwashed hands.
- When you sneeze or cough, cover your mouth and nose with a disposable tissue or the crease of your elbow, and then wash your hands.
- Stay home when you are ill to avoid spreading the illness to others.
- Avoid close contact with people who are sick with an infection.
- If you are ill, have symptoms of flu like a fever or cough, you should stay home.

GUIDANCE AND RECOMMENDATIONS FOR SUPPLEMENTARY CLEANING

Definitions & Reference Information

Cleaning is the physical removal of visible soiling (e.g. dust, soil, blood, mucus). Cleaning removes rather than kills, viruses and bacteria. It is done with water, detergents, and steady friction from cleaning cloth. Cleaning for the COVID-19 virus is the same as for other common viruses.

For cleaning, water, detergent (e.g. liquid dishwashing soap), or common, commercially available cleaning wipes should be used, along with good physical cleaning practices (i.e. physical agitation of the substance on the surface it is being applied to). Cleaning visibly soiled surfaces prior to disinfection is critical in order to get effective kill of microbes.

Sanitizing lowers the number of viable bacteria & viruses on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

Disinfection is the application of chemical agents to objects and surfaces kill microorganisms. A chemical disinfectant works best when applied to clean objects. Never use disinfectant on the human body! Note that not all disinfectants are effective against all microorganisms, and are not as effective against bacterial spores

Health Canada published a List of disinfectants with evidence for use against COVID-19. The list is updated regularly and products can be searched by name or Drug Identification Number (DIN). A DIN is an 8-digit number given by Health Canada that confirms it is approved for use in Canada. This number can be found on the label of the product or on the Safety Data Sheet of the product.

UM Spaces and Cleaning Protocols

Below are the minimum requirements for regular cleaning and recommendations for additional cleaning. The requirements are based on current industry standards and provincial guidelines.

Building Common Areas (Including Washrooms, Learning Spaces & Study Spaces)

Regular cleaning

- UM Operations and Maintenance will continue to clean public spaces and sanitize high touch areas daily. For further information, visit <https://umanitoba.ca/facilities/operations-and-maintenance>

- Users are expected to perform frequent hand hygiene with sanitizer or at hand wash sinks upon arrival and when moving between spaces.

- For learning spaces users should verify the frequency at high touch points are sanitized by the local service provider to determine the extent of supplementary cleaning required.

Offices/Administrative Areas/Meeting Rooms

Regular cleaning

- UM Operations and Maintenance will continue to clean public spaces and sanitize high touch areas daily. For further information, <https://umanitoba.ca/facilities/operations-and-maintenance>

- Circulation areas and other shared spaces (including but not limited to staff lounges) will be on a daily cleaning/sanitizing schedule. Normal use of these spaces may resume.

Supplemental cleaning

- Desktops and personal items are not cleaned by UM Caretaking Services. Waste must be brought to the centralized sorting stations provided on all floors each building. Everyone is encouraged to wipe down their own worksurfaces and common office equipment regularly

- Users are expected to perform frequent hand hygiene with sanitizer or at hand wash sinks.

Laboratories & Workshops (Including Teaching Laboratories)

- Regular service levels apply

- UM Operations and Maintenance will continue to clean workshops and research labs as regularly scheduled. For further information, visit <https://umanitoba.ca/facilities/operations-and-maintenance>

- Building Operations is not responsible for cleaning any laboratory or shop equipment and will not be using cleaning products on worksurfaces.

Supplemental cleaning

- Everyone is encouraged to wipe down their own worksurfaces and common equipment regularly. Questions and Resources: If you have any questions or require advice about surface cleaning or hygiene recommendations at UM, please contact. Requests for service at UM, please contact Ophelia Morris, Manager, 204-890-7311, ophelia.morris@umanitoba.ca or through your departmental administrator.

Questions and Resources:

If you have any questions or require advice about surface cleaning or hygiene recommendations at UM, please contact Ophelia Morris, Manager, 204-890-7311, ophelia.morris@umanitoba.ca

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FAQS

Are vaccines mandatory for students, faculty or staff to be on campus?

The University of Manitoba requires faculty, staff, students and campus visitors to be fully vaccinated against COVID-19. Individuals aged 12 and over are required to have their first dose by September 22, 2021 and their second dose by the end of October 2021. This vaccine protocol is in place for the balance of the 2021-22 academic year, with more details to come.

This recommendation was made by the COVID Recovery Steering Committee with input from each of the four sub-committees. The President's Executive Team approved the recommendation after consulting with all unions and confirming support from Deans and the Chair of UM's Board of Governors. Additionally, we sought legal advice, met with Public Health, and consulted with our post-secondary partners in Manitoba and across Canada.

All Manitobans ages 12+ will have an opportunity to receive at least one dose of the COVID-19 vaccine before July 1, 2021, and two doses by the end of August.

What do we know about the efficacy of current vaccines to protect against the different COVID-19 variants?

According to the MB Health Authority, the vaccines offered in MB are expected to protect people against the different COVID-19 variants circulating in MB, including the variants of concern. Getting vaccinated also decreases the risk of having severe COVID-19 disease or dying from it, prevents new variants from arising, and helps control the spread of COVID-19.

Will it be safe to return to campus if many students, faculty and staff only have one dose of a vaccine?

We recognize that some students, faculty or staff may return to campus after only having one dose, or may be unable to get their second dose due to medical complications from their first dose. UM is following all the public health guidelines and direction set by the appropriate health authorities. The public health authorities have determined that with the expected number of partially and fully vaccinated individuals the public health risk is low.

Do well-functioning HVAC systems support overall COVID-19 safety protocols?

The University of Manitoba heating, ventilation, and air conditioning systems meet or exceed the ASHRAE standards for building ventilation and filtration standards. These standards are supported by the Government of Canada and are part of the guidance for ventilation created by the Public Health Agency of Canada (PHAC) to prevent COVID transmission. See <https://news.umanitoba.ca/hvac-at-um/> for information. An external report on Indoor Air Quality (IAQ) of the Education Building was submitted by Pinchin Engineering. All measures reported are within threshold and meet the standard for Indoor Air Quality requirements.

Faculty of Education Proposed Phased In Return

| Proposed Modelling | | | | | | |
|-----------------------------------|------------|------------|------------|------------|------------|-------------|
| | | Jul-21 | Sep-21 | Oct-21 | Nov-21 | Jan-21 |
| By Head Count | 40% | 50% | 60% | 70% | 80% | 100% |
| Dean's Office 225 | 1 | 2 | 2 | 2 | 2 | 3 |
| Department Head Office 227 | 2 | 2 | 2 | 3 | 3 | 4 |
| Department Offices 232-239 | 3 | 4 | 5 | 6 | 6 | 8 |
| Department Offices 240-287 | 9 | 12 | 14 | 16 | 18 | 23 |
| Department Offices/Admin 230 | 8 | 10 | 12 | 14 | 16 | 20 |
| ADU/ADGR/Student Services 203-215 | 6 | 7 | 8 | 10 | 11 | 14 |
| Communication/Facilities 221/221A | 1 | 1 | 1 | 1 | 2 | 2 |
| Technology 223 | 1 | 1 | 1 | 1 | 1 | 1 |
| TOTAL | 31 | 38 | 45 | 53 | 60 | 75 |
| Total % | 41% | 51% | 61% | 70% | 80% | 100% |
| | | | | | | |
| | | | | | | |

COVID-19 Screening Questions



Symptom and exposure screening questions (check all that apply)

| A. Do you have a new onset, or worsening, of any ONE of the following symptoms? | | Yes | No |
|---|--|-----|----|
| | • Fever > 38°C or subjective fever/ chills | | |
| | • Cough | | |
| | • Sore throat/ hoarse voice | | |
| | • Shortness of breath/ breathing difficulties | | |
| | • Loss of taste or smell | | |
| | • Vomiting or diarrhea for more than 24 hours | | |
| If "yes" to any one of the above, DO NOT ENTER | | | |
| B. Do you have a new onset, or worsening, of any TWO of the following symptoms? | | Yes | No |
| | • Runny nose | | |
| | • Muscle aches | | |
| | • Fatigue | | |
| | • Conjunctivitis (pink eye) | | |
| | • Headache | | |
| | • Skin rash of unknown cause | | |
| | • Nausea or loss of appetite | | |
| | • Poor feeding (if an infant) | | |
| If "yes" to any two of the above, DO NOT ENTER * | | | |
| * If you have only one symptom in section B and it has been less than 24 hours since it started, stay home and avoid contact with others. Re-evaluate after 24 hours, and use the on-line COVID-19 Screening Tool. https://sharedhealthmb.ca/covid19/screening-tool/ . | | | |
| Exposure history | | Yes | No |
| 1. | Have you, or a member of your household, been in close contact (within 2 metres / 6 feet for more than 10 minutes total over 24 hours) in the last 14 days with a confirmed COVID-19 case? | | |
| 2. | Have you been exposed to COVID-19 in a work or public setting? | | |
| 3. | Have you or a member of your household, traveled outside of Manitoba in the past 14 days and are required to self-isolate (quarantine) ** | | |
| 4. | Is a member of your household sick with COVID-19 symptoms, and waiting for COVID-19 test results? *** | | |
| 5. | Are you, or a member of your household, waiting for COVID-19 testing results? *** | | |
| If "yes" to any of the above, DO NOT ENTER. Take the online screening tool https://sharedhealthmb.ca/covid19/screening-tool/ | | | |

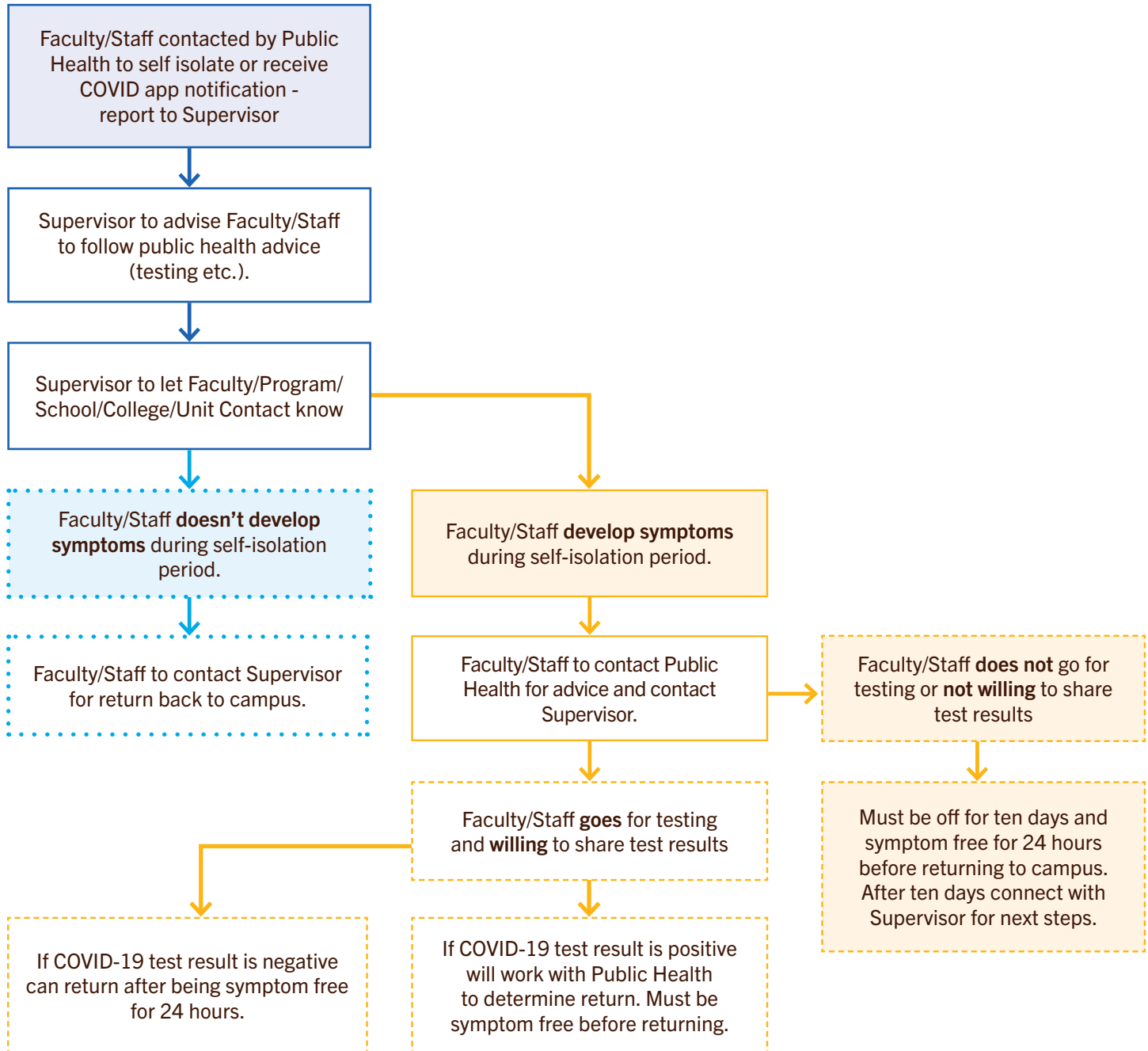
** Exemptions from self-isolation (quarantine) orders include some essential workers and those that are fully immunized, if they have no symptoms.

*** Exemptions are in place for asymptomatic household members if they are an essential worker required to wear medical grade PPE while at work, such as health care workers and first responders.

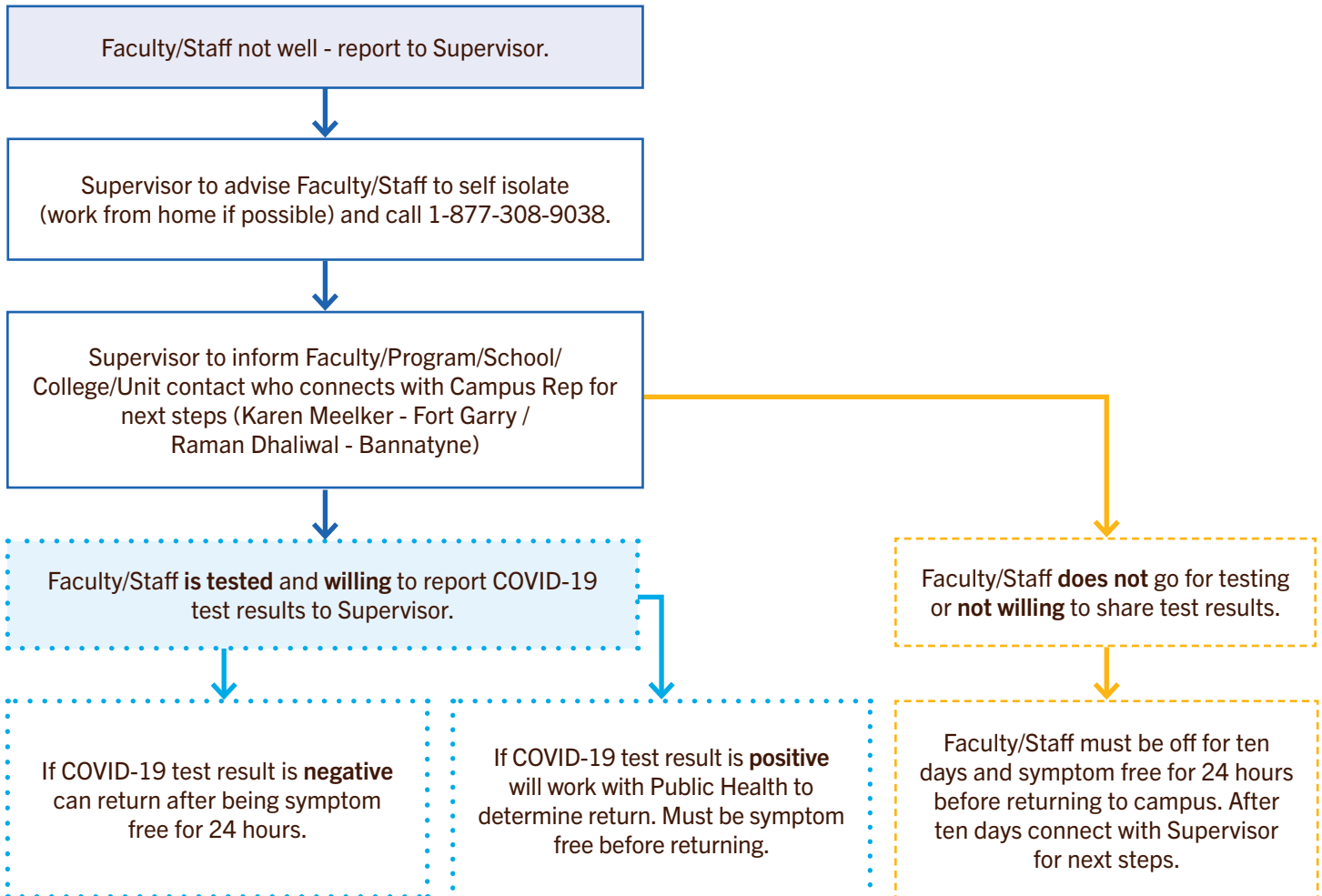
If the checklist advises you Not to Enter: stay home, isolate and refer to the **online COVID-19 Screening Tool** at <https://sharedhealthmb.ca/covid19/screening-tool/> or call Health Links – Info Santé at 204-788-8200 or toll free at 1-888-315-9257 for further guidance.

Up to date information on COVID-19 can be found at: www.manitoba.ca/covid19/index.html

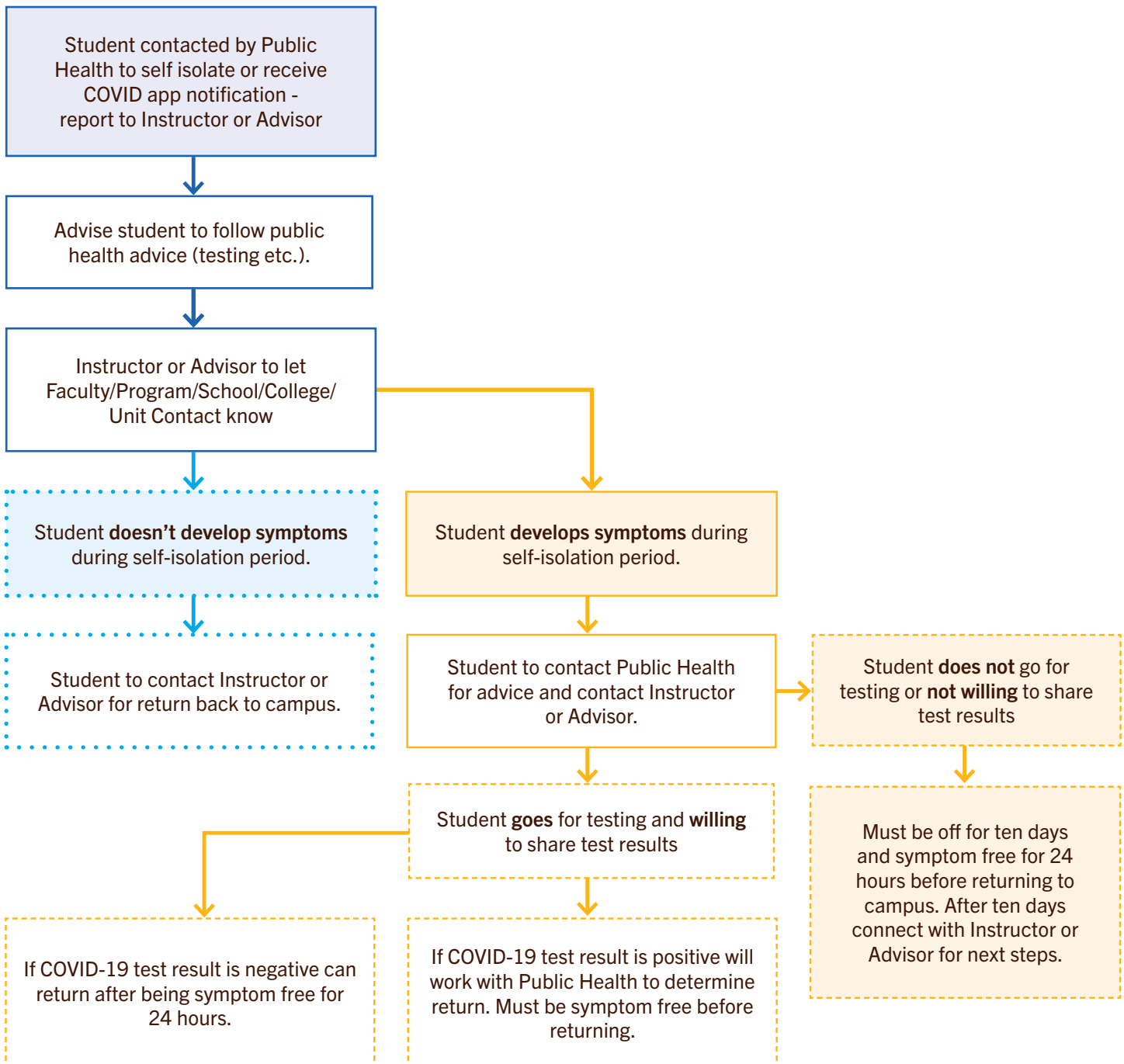
Faculty or Staff Contacted to Self-Isolate by Public Health or Receive COVID-19 App Notification



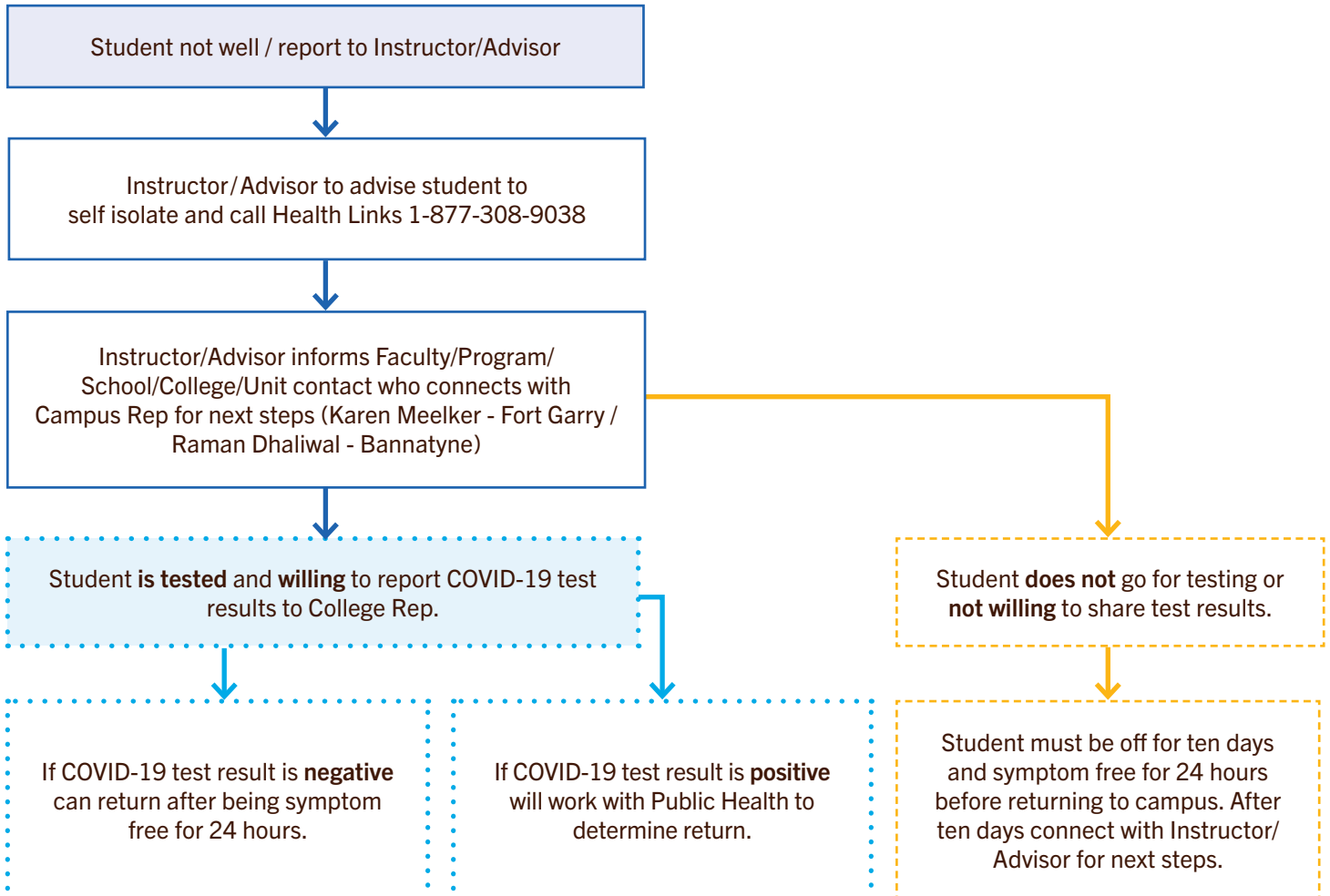
Faculty or Staff Not Feeling Well and On Campus



Student Contacted to Self-Isolate by Public Health or Receive COVID-19 App Notification



Student Not Feeling Well and On Campus for Classes/Instruction





Request for Accommodation

The University of Manitoba is strongly committed to accessibility within its community. If you require accommodation support, please contact UM.Accommodation@umanitoba.ca or 204-474-7195.

Please do not reference diagnosis or treatment details on this document (only information on limitations and restrictions is required). Please give this completed form to your supervisor who will forward a copy to Employee Wellness at UM.Accommodation@umanitoba.ca to discuss your request.

| Employee Information | |
|--|-----------------------|
| 1. Name: | 2. Employee Number: |
| 3. Position: | 4. Date: (yyyy/mm/dd) |
| Request for Accommodation | |
| 5. I am requesting an accommodation in the workplace related to a (check one): <input type="checkbox"/> Physical Disability <input type="checkbox"/> Mental Disability <input type="checkbox"/> Both Physical & Mental <input type="checkbox"/> Unclear | |
| 6. The functional limitations that I am currently experiencing related to this condition(s) are: | |
| 7. These limitations affect me and/or my job performance as follows: | |
| 8. The specific job tasks that are problematic due to these limitations are: | |
| 9. I believe that the following accommodations will help reduce or eliminate these problems: | |
| 10. I have discussed these limitations with my medical care provider: <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 11. My limitations are considered: <input type="checkbox"/> Temporary, estimated duration: _____ weeks months <input type="checkbox"/> Permanent | |
| Signatures | |
| Employee Signature | |



EXECUTIVE SUMMARY

University of Manitoba retained Pinchin Ltd. (Pinchin) to perform an investigation of indoor air quality at 55 Curry Place, Winnipeg, Manitoba. The University of Manitoba requested an Indoor Air Quality Investigation (IAQ) for 10 buildings, on both its Fort Garry and Bannatyne Campuses. The IAQ investigation was conducted on a pro-active basis to review the Heating Ventilation Air Conditioning (HVAC) systems within the buildings on both campuses. The survey, conducted on October 1 to October 2, 2021 addressed Education 2, Level 200 Corridor, Outside Room 225.

After reviewing the particulate results it was determined that the average $PM_{2.5}$ concentrations were higher than the average PM_{10} , results. This should not be the case as the $PM_{2.5}$ is a portion of the PM_{10} fraction. Using two separate instruments for each was likely the cause of this. When two separate instruments are used the levels could have been affected by, the positioning of the instrument, airflow in the room or the amount of traffic in the room. As a result, re-testing of the dust levels was requested by the client. This re-testing was conducted on October 22 to October 23, 2021. The results of the second round of samples indicated acceptable levels of particulate as well as the PM_{10} and $PM_{2.5}$ in the proper proportion.

The initial investigation included interviews, site reviews and 24-hour data log monitoring in pre-determined location within the Education 2 building. The University of Manitoba provided a list of specific sites (buildings), within the Request for Quotation (RFQ) in which to carry out the 24-hour data-logging. The second round of testing only included the particulate sampling.

The indoor air quality measurements collected were within recommended ranges and should satisfy the majority of occupants. Carbon dioxide concentrations suggested adequate ventilation, carbon monoxide concentrations did not suggest the presence of exhaust or combustion gases and temperature and relative humidity measurements were within the recommended comfort ranges for office environments. Total volatile organic compound (TVOC) concentrations and airborne particulate measurements for both $PM_{2.5}$, and PM_{10} were within typical ranges.

The Pinchin inspector observed a large amount of condensate water build up within the AHU 1.

The following recommendations are offered to improve air quality in this building:

1. Communicate the findings of this report to the staff, and health and safety representative; and
2. Investigate the AHU1 HVAC system for any deficiencies.