FALL PLANNING OPERATIONS WORKING GROUP Meeting Notes

September 9, 2021, 11:00 am


Regrets: Dan Langham, Kim Murphy

Chair Updates provided by Heather Woermke:

1. Chair opened the meeting by reminding the group of the updated Masking Guidelines, Continuity of Education Plan, new vaccination policy, and Queen’s Emergency Management Plan circulated for information, as well the notice that was sent on behalf of communications regarding the updated vaccination declaration deadline of September 13th.
   a. All staff and faculty are to complete the declaration regardless of on campus status or not as they may be required to access campus in future.
   b. Since the last meeting further clarification has been provided around instructional spaces, addressing questions raised at the last meeting with respect to washrooms and faculty offices.
   c. The grievance regarding ventilation standards on campus has been resolved.
2. Vaccination Declaration - FPOWG members raised a number of questions regarding the vaccination declaration and status reporting. In responses to questions, it was noted:
   a. The process to allow visitors and vendors to declare their vaccination status is in development.
   b. Members should contact their HR advisors should there be questions on how to work through their vaccination declaration with staff members.
   c. Faculties may assign a designate to monitor the completion of vaccination declarations to enable efficient follow up as needed.
   d. It was recognized that students who are also employees may appear in the reporting tool twice. This issue is being looked at.
3. Health and Safety Update - given by Co-Chair, as Kim Murphy and Dan Langham could not attend the meeting.
   a. Rapid Testing Program is expected to be launched next week.
   b. New instructional signs were posted, accessible through the Resources link.
   c. Reminder that the SeQure app is to be monitored daily as it will show the manager who is approved to be on campus.
4. Communications Update - COVID case tracker will be launched by September 10th.

Next Meeting is September 21, 2021