**Spring 2021 phase-in plans for STEM-CTE Division**

1. **Instruction:**

Madera Community College currently offers 336 course sections at Madera Campus, out of which 179 sections are from the STEM & CTE division.

**The current split of courses and the format in which they are offered are as follows:**

M WEB (100% online): 114

M WEM (100% online Web Emergency due to COVID-19): 35

M HEM (100% online lecture and labs offered as F2F): 7

M HYB Dual enrollment): 19

MCC 4

**Total number of sections: 179**

After extensive conversation with faculty, staff and administration, we identified a small number of STEM and CTE lab sections that will require F2F instruction on campus. These courses are extremely difficult (if not impossible) to teach in an online format and achieve the course learning outcomes required of the student. The process to identify these courses was done taking into account transferability of these courses to CSU and UC system and following the practices that the four-year universities in California were following for the same courses under the COVID-19 pandemic situation.

The following lab courses were identified in STEM and CTE disciplines for offering as F2F instruction on campus, following physical distancing and other health and safety protocols established by the state and county health department and guidelines provided by the district.

**Table 1: List of STEM and CTE lab sections planned for F2F instruction on campus.**

List of STEM and CTE lab sections planned

The laboratories will be utilized with the permissible number of students following physical distancing. Since each of the Biology and Chemistry lab can accommodate only 11 students, we will use AV1-120, 126 and 130 concurrently for Biology 22 and 31 labs and AV1-140 and 144 concurrently for Chemistry 1A, 1B and 29 B labs as is being successfully done in Fall 2020. The lab sessions will end in 2.5 hours to provide enough time of at least 30 minutes or longer for custodial crew to clean and sanitize the rooms prior to arrival of the next group of students.

Students will be required to wear PPE (masks, gloves and lab coats (disposable or washable)) during the lab period. All labs have two doors and students will enter through one door and exit through another door. Students waiting to get into the labs for the next session will be required to stand outside in designated areas marked for physical distancing of 6’ apart.

Students will be advised to stay in their car or outside until five minutes before classes start to come to the AV1 lab area.

All other CTE labs have either less number of students or enough space in the respective labs to accommodate the physical distancing.

1. **Operation of Child Development Center:**

As was done in Fall 2020, we will open Child Development Center without children, and use the facility for CHDEV 3 and CHDEV 37A students to complete practicum and observation. Will benefit over 50 CHDEV students who will be able to complete their educational goals on time. Classified staff will be expected to come to campus to prepare for the labs, assist students, maintain the facility and complete pending projects at CDC.

1. **Staff returning to work:**

Based on the CDC, state and county health department guidelines and district decision essential staff will be allowed to return to work in spring. Since we will be offering Biology and Chemistry labs, the three Science Lab Coordinators (Matt Hurst, Jeannie Lee and Simon Gonzalez) will work as per their regular schedule, between Monday to Thursday. Instructional Administrative Assistant, will predominantly continue with the teleworking arrangement as if fall and will come to campus occasionally to check the mail and take care of specific tasks that could not be completed through tele-work arrangement. CDC classified staff will be also able to work at the CDC helping students in CHDEV 3 and CHDEV 37A and working on projects. Most of the functions of the Dean of Instruction and the Instructional Administrative Assistant can be efficiently performed through telework arrangement. The two Deans of Instruction will split their schedule to be on campus for two days a week each on days when students will be attending classes on campus. During fall, Dr. Shelly Conner is present on campus as COVID Administrator on Monday and Tuesday and Dr. Ganesan Srinivasan is present on campus as COVID supervisor on Wednesday and Thursday. The same arrangement will be continued in Spring 2021.