Return to Campus Admin and Staff Survey

June 2021

This report summarizes results of a survey of administrators and staff regarding safety measures and working environments as they relate to a return to campus. The survey items were drafted by a task force of the Health & Safety participatory governance committee.

Survey Administration

An email containing a link to a Microsoft Office 365 Form was sent to administrators and the classified staff Outlook group on May 27, 2021. While respondents need to be signed into the Peralta Portal in order to access the form, responses were anonymous (identities were not collected by the survey). The email requested feedback on the environmental conditions of their place(s) of work and safety measures against COVID-19. A reminder emails was sent out on June 9.

Eleven (11) administrators and 38 classified staff completed the survey, for a total of 49 respondents. According to a position control list distributed by the business office a few weeks prior to conducting the survey, there were 12 administrators and 71 classified among recipients, which yields response rates of 92% and 54%, respectively.

Key Highlights

- Student Services accounted for 33% (n=19) of respondents, followed by Division I (21%, n=11).

- All buildings were represented by at least one respondent, with exception of Building E; no respondent reported working in Building E.

- Among those who responded, over half (52%, n=23) indicated that they are not comfortable with current safety measures.
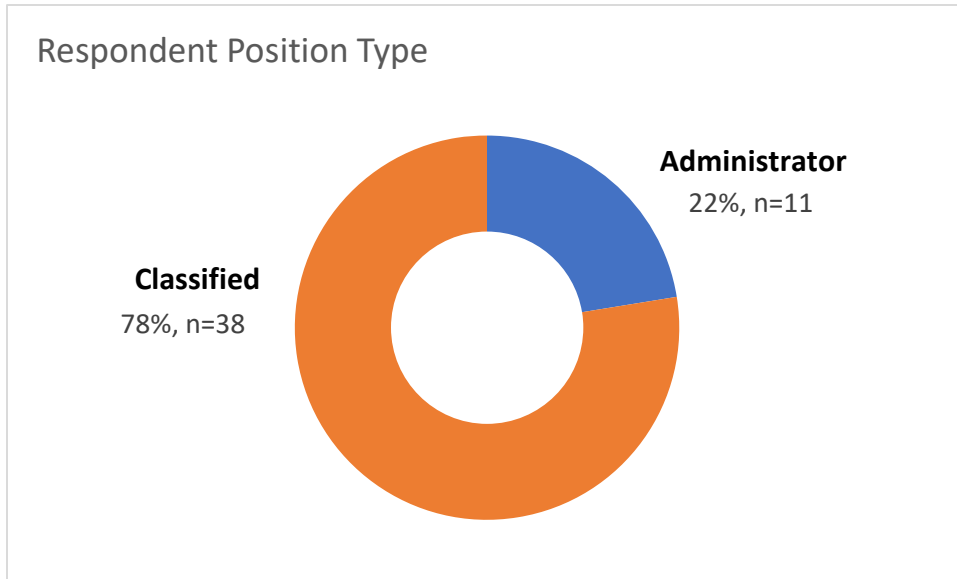
- Common themes among those who were not comfortable with current safety measures include more thorough and regular cleaning, and cleaning supplies (n=7), improved enforcement of check-in and monitoring (n=4), improved air filtering systems (n=3), requests for PPE (n=3), and a need for clear communication of policies including signage (n=3).

- Respondents were split between feeling comfortable and uncomfortable. Among those who responded, 47% (n=20) reported feeling at least somewhat uncomfortable with a return to campus, and 47% (n=20) reported feeling at least somewhat comfortable.

- Forty-six percent (46%, n=19) reported that the air quality as moderately poor or worse.

- Twenty-one respondents (49% of those responding) reported that they have personal concerns such as health or childcare that would made a return to campus difficult. Five reported childcare as a concern. Five cited concerns for higher risk (self or family member). Others cited general concerns over increased risk of infection (n=4).

- Twenty-nine respondents provided suggestions on how to improve or increase safety measures around COVID-19.

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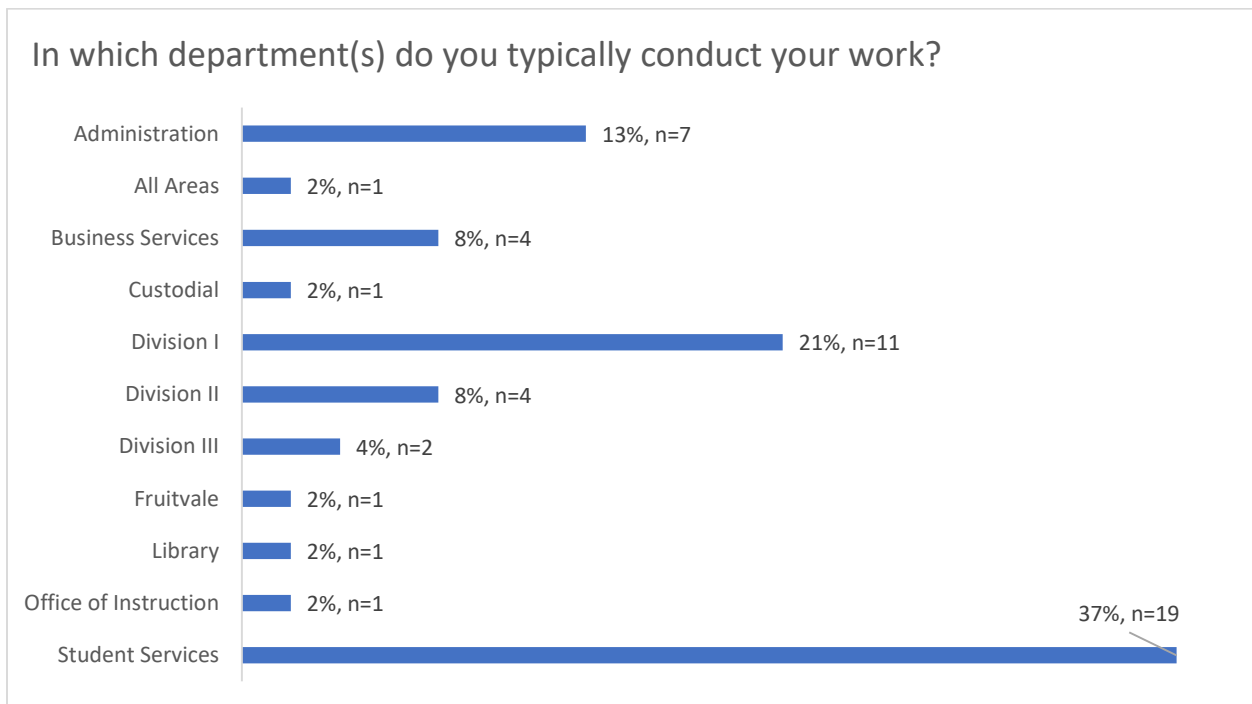
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All respondents were required to indicate their position type. As a percentage of the all respondents, 22% self-identified as administrators and 78% as classified staff.

Figure 1. Survey item 1: Position type

Respondent Position Type

Administrator
22%, n=11

Classified
78%, n=38

Respondents were asked to indicate the department(s) in which they typically work. Figure 2 shows that Student Services accounted for one-third (n=19) of respondents, followed by Division I (one-fifth, n=11). Two respondents indicated that they work in all areas.

Figure 2. Survey item 2: Department

In which department(s) do you typically conduct your work?

Department	
Administration	13%, n=7
All Areas	2%, n=1
Business Services	8%, n=4
Custodial	2%, n=1
Division I	21%, n=11
Division II	8%, n=4
Division III	4%, n=2
Fruitvale	2%, n=1
Library	2%, n=1
Office of Instruction	2%, n=1
Student Services	37%, n=19

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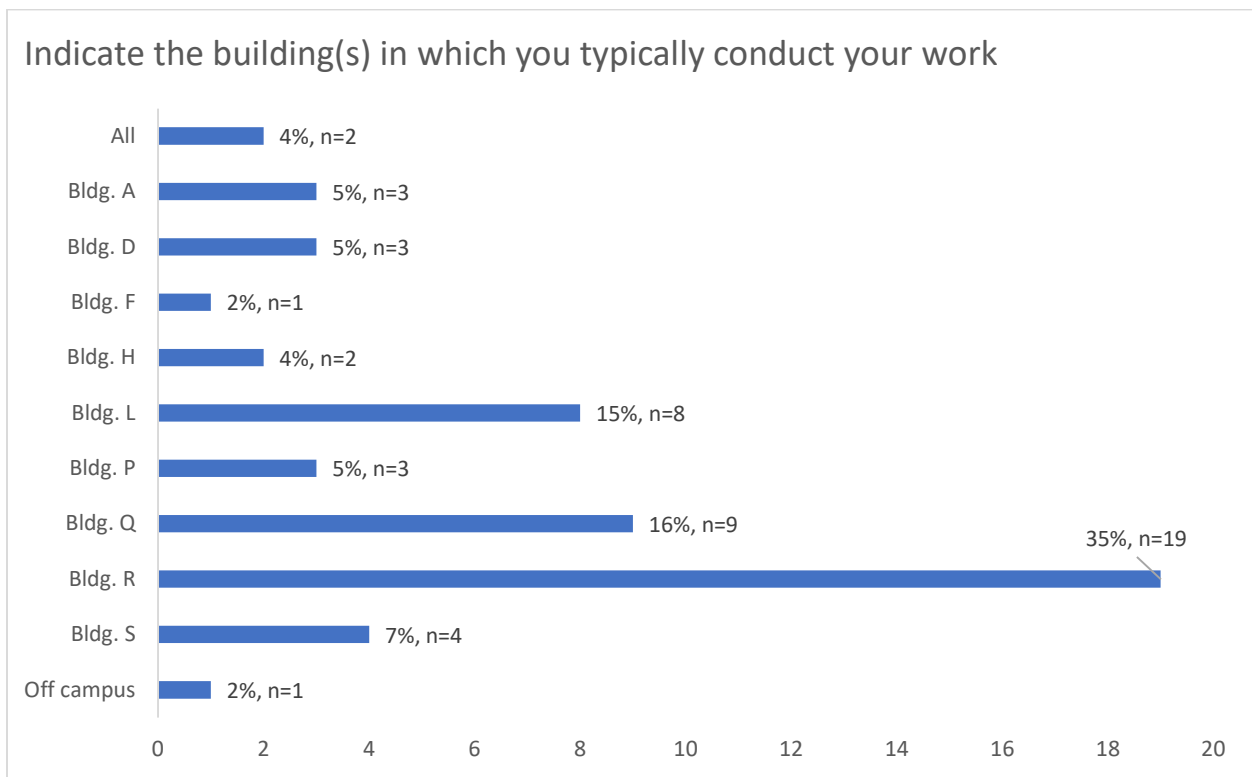
The third item on the survey asked in which building respondents typically conducted work. Consistent with results from the previous question, 33% (n=19) indicated Building R.   Two respondents selected 'Other' and indicated that they work in all buildings, and one wrote that they work off campus. Not represented among the responses is building E.
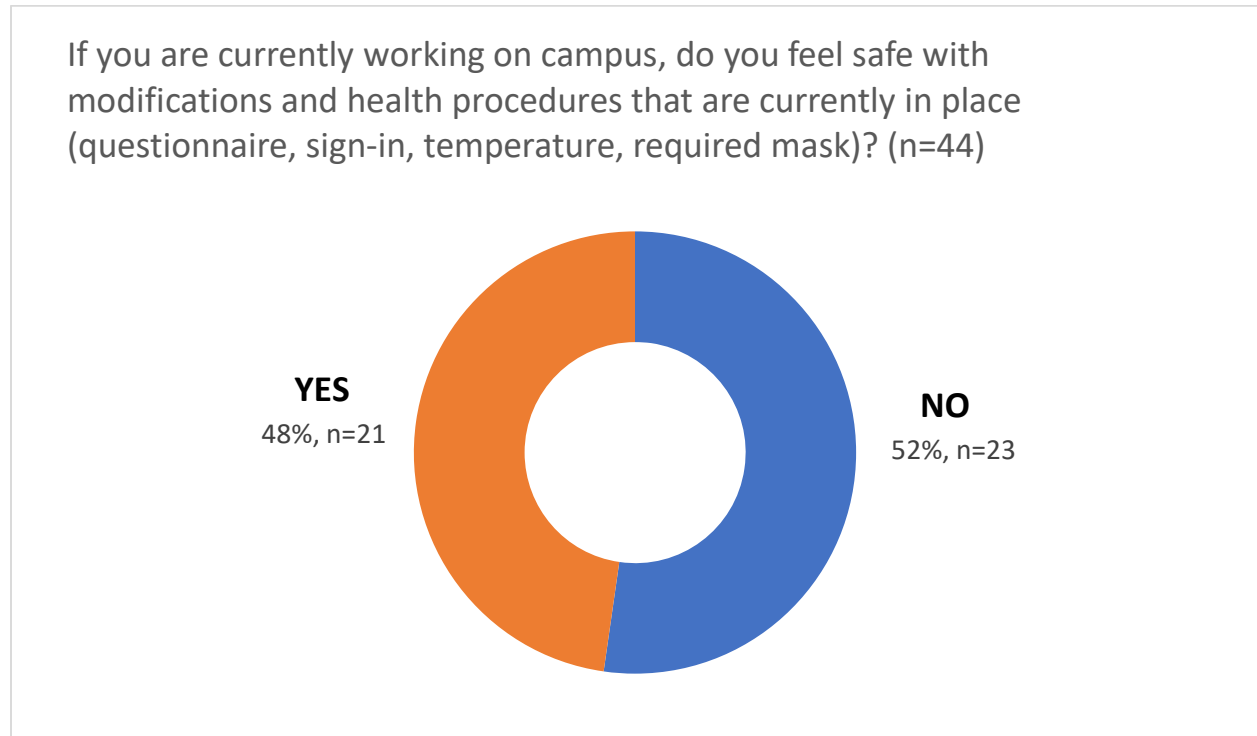
For planning purposes, respondents were also asked to list the room they typically work in. Results of this item are not provided in this report in order to maintain anonymity.

Figure 3. Survey item 3: Building

Indicate the building(s) in which you typically conduct your work

Building	Percent, Count
All	4%, n=2
Bldg. A	5%, n=3
Bldg. D	5%, n=3
Bldg. F	2%, n=1
Bldg. H	4%, n=2
Bldg. L	15%, n=8
Bldg. P	5%, n=3
Bldg. Q	16%, n=9
Bldg. R	35%, n=19
Bldg. S	7%, n=4
Off campus	2%, n=1

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Respondents were asked if they are comfortable with safety measures currently in place. Five people did not respond to this item.   Among those who responded, over half (52%, n=23) indicated that they are not comfortable with current safety measures.

Figure 4. Survey item 5: Comfort level with current safety measures

If you are currently working on campus, do you feel safe with modifications and health procedures that are currently in place (questionnaire, sign-in, temperature, required mask)? (n=44)

YES
48%, n=21

NO
52%, n=23

Respondents who answered 'No' to the above question were asked a follow-up question:

If you do not feel safe with the current modifications and health procedures, what improvements would you suggest?

Common themes among responses include more thorough and regular cleaning, and cleaning supplies (n=7), improved enforcement of check-in and monitoring (n=4), improved air filtering systems (n=3), requests for PPE (n=3), and a need for clear communication of policies including signage (n=3).

Table 1. Responses to survey item 6: Reasons for 'No' response to item 5.

1.	There needs to be someone in each building checking in individuals
2.	Air quality in office and 6 ft from student space, need plastic partitions at counter and signage, partitions between all the computers students use. Hand sanitizing stations, masks, disinfectant sprays for use after every student. sprays to s

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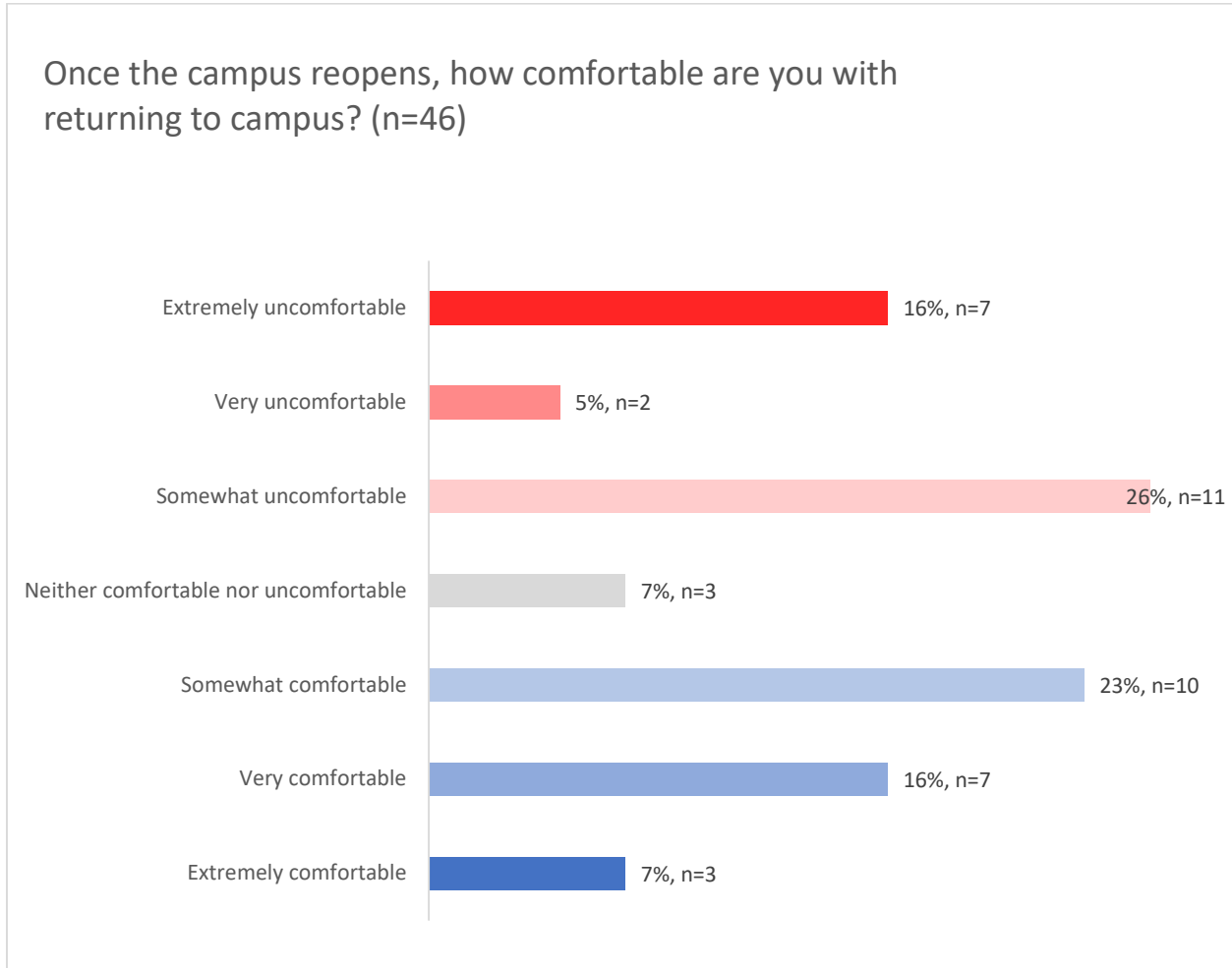
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3. Unfortunately, our campus has no modifications besides temperature checking. We need to have more people checking temperature in more entrances. And there has to be an announcement to the whole entire school body about the procedures before coming to campus. Also, I do not feel safe due to the lack of security on campus. The current security team we have do not seems to know what to do. If someone in my department did not told me who they were, I would of have think they were students.

4. air purifiers

5. Have a regulation for user posted on each classroom and computer lab, sign-in/out registration by students number is required

6. I have not seen those safety measures in place. I would feel safe with that and air filtration systems.

7. No air purifiers in rooms and buildings with old HVAC

8. Cleaning crews

9. My concern is security

10. The building needs to be cleaned better. The floor of the women's bathroom on the third floor is filthy and looks like they haven't been cleaned since before COVID. The toilets, counters, sinks and walls are the same way. Also, the fact there is no hot water in the restrooms on either of the floors. The floors and windows in the S building are never mopped or washed and the trash and dust in the building is insane.

11. Cleaning supplies

12. Need Plexi-glass for counters that serves students. More social distancing signs.

13. There need to be people stationed at every entrance who can check temperatures and provide hand sanitizer. Clear barriers need to be added to all the counters with a specific protocol on who cleans the workstations (staff, student, custodial staff). Since students use the computers at our counters, we need to identify how we can be a self-service station while still being as safe as possible.

14. I have not heard of any modifications or health procedures that have been put in place.

15. A thorough deep cleaning of all offices, including mopping and carpet cleaning. Provide space dividers for social distancing and a regular cleaning schedule to maintain the deep cleaning efforts.

16. a more organized approach to sanitization, cleaning, agreement on PPE protocols

17. Cleaning practices

18. Shields to protect staff and students at the counters. There are multiple entrances into the R Building. To avoid temp checks, personnel and students will use alternate ways to enter the building.

19. Consistent screening of employees and visitors. Currently, the check-in process does not seem to be observed.

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Respondents were asked about their comfort level with returning to campus. Six respondents skipped this question. Respondents were split between feeling comfortable and uncomfortable. Among those who responded, 47% (n=20) reported feeling at least somewhat uncomfortable with a return to campus, and 47% (n=20) reported feeling at least somewhat comfortable.
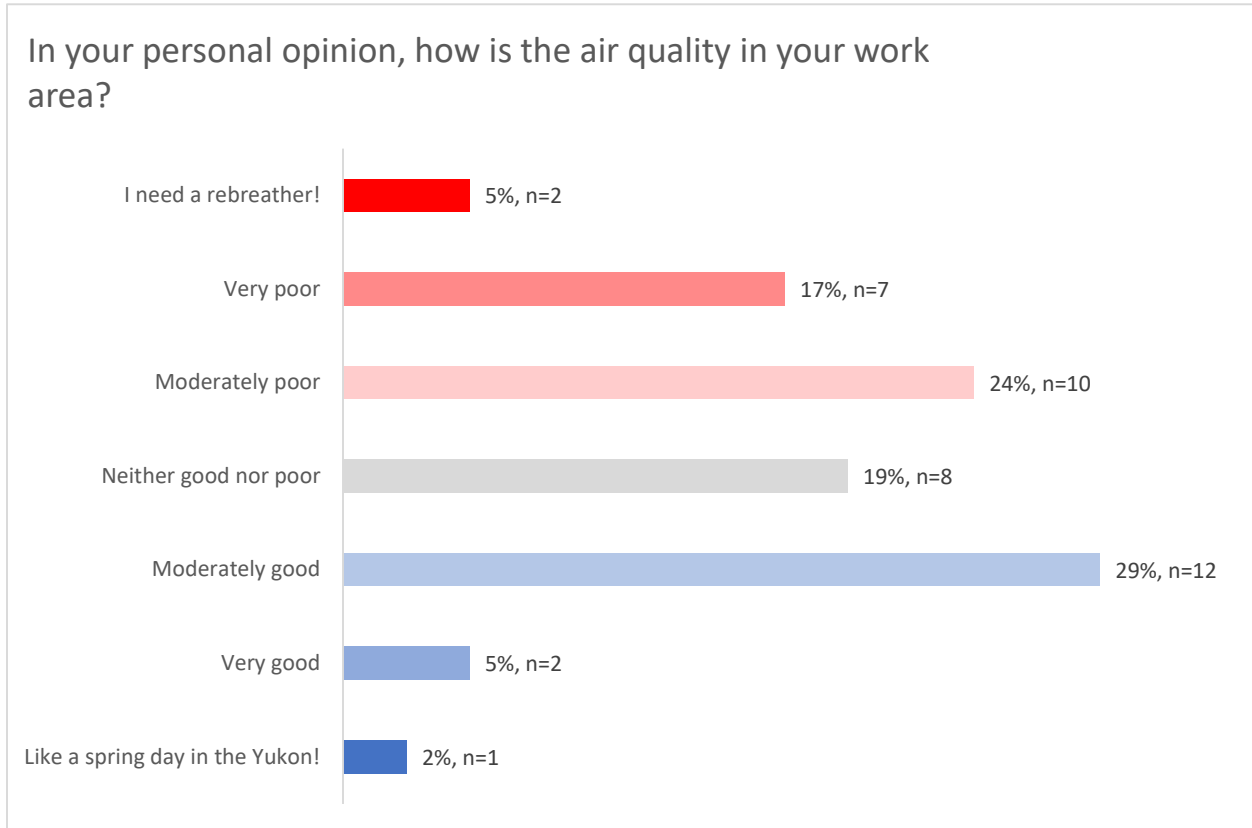
Figure 5. Survey item 7: Comfort level with returning to campus

Once the campus reopens, how comfortable are you with returning to campus? (n=46)

Response	Value
Extremely uncomfortable	16%, n=7
Very uncomfortable	5%, n=2
Somewhat uncomfortable	26%, n=11
Neither comfortable nor uncomfortable	7%, n=3
Somewhat comfortable	23%, n=10
Very comfortable	16%, n=7
Extremely comfortable	7%, n=3

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Forty-two respondents provided their personal assessment of the air quality in their work area. Forty-six percent (46%, n=19) reported that the air quality as moderately poor or worse.

Figure 6. Survey item 7: Air quality

In your personal opinion, how is the air quality in your work area?

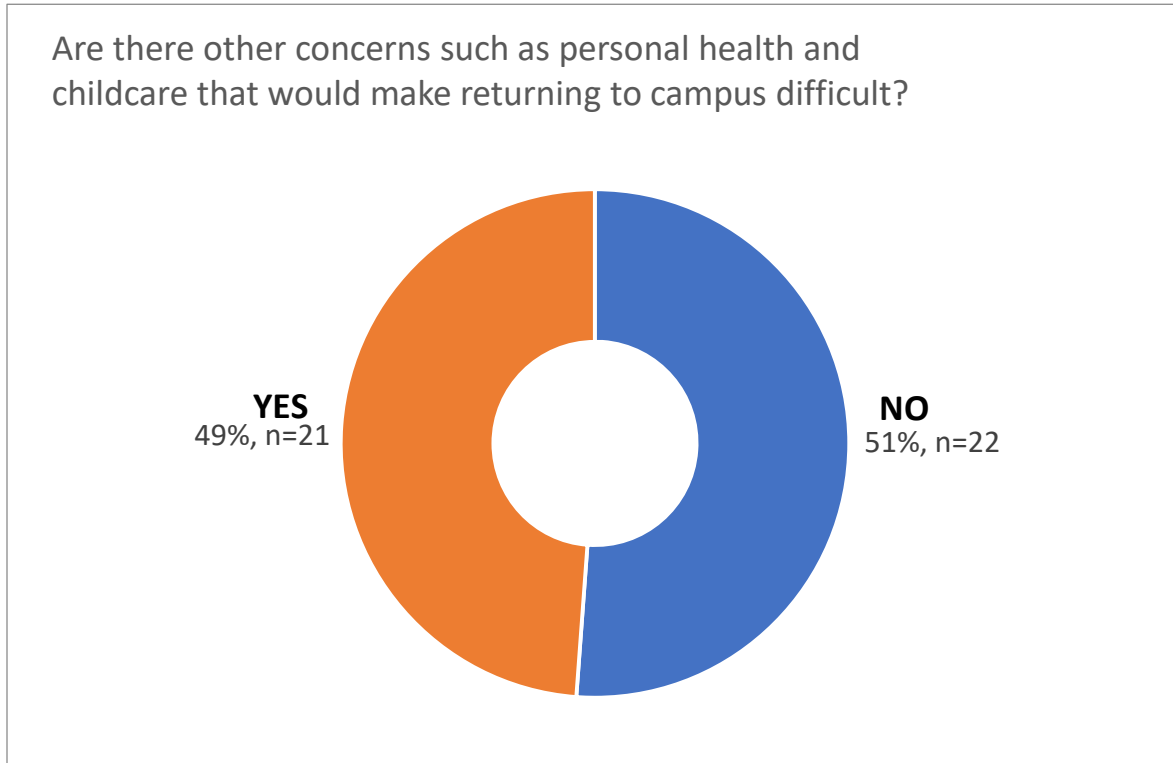| Response	Percent
I need a rebreather!	5%, n=2
Very poor	17%, n=7
Moderately poor	24%, n=10
Neither good nor poor	19%, n=8
Moderately good	29%, n=12
Very good	5%, n=2
Like a spring day in the Yukon!	2%, n=1

Among those who reported at least some level of poor air quality, their location (building) was examined. Table 2 shows that while the most frequently cited work location is Building R, less than half of respondents working there reported poor air. Locations where a higher rate of respondents reported poor air quality include Building S (4 of 4) and Building D (3 of 3).

Table 2. Reports of poor air by building

Building	Reports of poor air	Bldg. respondent count	% reporting poor air
Bldg. R	8	19	42%
Bldg. S	4	4	100%
Bldg. Q	3	9	33%
Bldg. D	3	3	100%
Bldg. L	2	8	25%
Bldg. F	1	1	100%
Bldg. P	1	3	33%
Bldg. A	1	3	33%

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Twenty-one respondents (49% of those responding) reported that they have personal concerns such as health or childcare that would made a return to campus difficult.

Figure 7. Survey item 8: Personal difficulties with returning to campus

Are there other concerns such as personal health and childcare that would make returning to campus difficult?

YES
49%, n=21

NO
51%, n=22

Those who reported having personal concerns to survey item 7 were asked in a follow question to specify their concerns. Five reported childcare as a concern. Five cited concerns for higher risk (self or family member).   Others cited general concerns over increased risk of infection (n=4).

Table 3. Responses to survey item 8: Specified personal concerns that make return to campus difficult

1.	My daughter is too young to be vaccinated. I'm concerned about being exposed because of my interactions with others. We have no way of knowing of students or personnel have been truly vaccinated.
2.	I don't think this question should be on the survey, because if you had needed childcare before COVID, you should expect to need when you return to work.
3.	Not everyone is vaccinated and I do not trust if people will be truthful about being vaccinated. Also there is no fresh air circulation in the building. Bathroom are filthy to use. Cleaning on campus is very minimal.
4.	I have asthma, and do not know who all had the Covid Shots, I have a sensitivity to cleaning sprays and fluids especially if it is in constant use.
5.	My daughter may be continuing remote learning in the fall. If so, I will need to arrange to be home part of the time.
6.	I have high risk family members who are still vulnerable to COVID-19
7.	Child care

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8.	coming into close contact with students or other staff who are not vaccinated. Small office spaces.
9.	Coming in contact with someone who is ill
10.	Kids
11.	Even with all precautionary measures, there is a higher chance for me to get COVID at work than staying home. I have to care for my elderly parents and do not want to risk getting COVID from work and bring home to them.
12.	I have preexisting conditions that put me in the high-risk group to contract a severe case of Covid if infected.
13.	Childcare and safety concerns.
14.	I have a lot of allergies and with the bad air quality due to the D-Building not having air conditioning, it can get very hot and uncomfortable.
15.	Increased Cases
16.	Possibly. It depends on how the infection rates are going in our area.

Twenty-nine respondents provided suggestions on how to improve or increase safety measures around COVID-19.   Several suggestions point to policies such as requiring proof of vaccination, check-points, wearing of masks (including for those vaccinated), social distancing, permission to work from home, and communication of policies. Other suggestions include provision of PPE, increased custodial staff to support regular and improved cleaning and rotation of work hours.

Table 4. Responses to survey item 9: Other suggestions to increase COVID-19 return to campus safety

1.	more custodial attention to surfaces
2.	Require students and personnel returning to campus to be vaccinated
3.	Making sure all areas are safe for us that work here as well as students.
4.	If people are productive and fulfilling all there job requirements they should be allowed to work remotely and come on campus as needed.
5.	Rotate work hours on an off campus, and allow options to work from home if allowable. separate students in close spaces to reduce contact. mandate mask wearing at all times unless they have proof they took the Covid shots. Get unscented product for cleaning and disinfecting.
6.	Keep the masks' wearing requirement even for vaccinated people, at least during fall 2021.
7.	Install or provide sanitation areas where students can have access to hand sanitizer and wipes.
8.	na
9.	Allow for all campus community personnel to have to option to do remote access off site at least twice per week.
10.	provide vaccinations
11.	As we can't ask for proof of vaccination from students, wearing mask and distance apart is required.
12.	Vaccination requirements for staff and students
13.	I just want to come back to work. Period.

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14.	Improve Facilities settings and purchase air purifiers for offices to increase airflow in buildings. This will also help improve air quality indoor during fire seasons as well.
15.	Stand Alone Electronic Temp Check
16.	Since COVID19 is still transmissible by everyone, vaccinated or not, having everyone wear masks for Fall 2021 would be a good idea. With classes being filled, and the upcoming cold and flu season, we wouldn't want to have to close campus again.
17.	Make sure everything is sanitized by an professional company. I understand we don't have enough custodians at Merritt and no disrespect, however, the custodians on campus are not cleaning enough for us to be in a pandemic and I don't feel comfortable with our custodians cleaning for our return to campus.
18.	Make sure that All staff are vaccinated before returning to work.
19.	We need actual security to staff the buildings and need for them to be an active presence of the campus
20.	Communicate
21.	As the custodial department lead. my biggest concern is the possible hysteria. Looking at a possible tremendous amount of finger pointing at my department.
22.	Safety shields should be installed in all open reception areas. Employees and students should be required to be vaccinated before being allowed to return to campus. Staff should also be given the option to continue working from home. PPR should be provided .
23.	Provide an ample amount of masks, gloves and cleaning/disinfecting supplies, safety barriers for desks and a clear procedure for how services should be provided to the public. For example should anyone needing service have an appointment to ensure we expect them and are ready to provide service efficiently and effectively.
24.	check-point for vaccination proof
25.	Shields in certain areas and effective air flow.
26.	Phased return
27.	Identify a method to identify who's vaccinated and who's not vaccinated. Although personnel are required to provide proof to HR, campus personnel will not know who's vaccinated or not. Will administrators be notified? If so, what is the process for addressing those who aren't using a mask when not vaccinated?
28.	Provide tables and chairs in outdoor spaces with wifi service as an alternative meeting space.
29.	We need the plexi glass partitions in the areas with direct face to face. Access to sanitizing stations around campus are needed to support healthy practices.

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