

A horizontal banner image showing a workshop or garage setting with various automotive equipment and vehicles. The text "Automotive Technology" is overlaid in white, bold, sans-serif font.

Automotive Technology

DE ANZA COLLEGE AUTOMOTIVE TECHNOLOGY

RETURN TO CAMPUS PROPOSAL

Revised 04/27/2021

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PURPOSE

The following document has been created by the De Anza College Automotive Technology Division staff to provide strategies for the safest way to re-introduce some classes onto the campus following the COVID-19 pandemic. The Division plan seeks to limit the risk of returning to campus by limiting the number of class sessions and the number of people involved. This is intended to be a fluid working document that will be revised as new information and recommendations are published.

These protocols will provide a safe environment for students, faculty and staff. This plan is designed to work in conjunction with the following documents:

1. Foothill-De Anza Community College District – Return to Campus Plan. ([link](#))
2. Foothill-De Anza Community College District – COVID Prevention Program (CPP). ([link](#))

FACILITY PREPARATIONS

Facility preparations will be done in accordance with the District Return to Campus Plan and the CPP. Specific requirements for the Athletics Program will be directed to and in coordination with the De Anza College Director of Operations.

INTEGRATING NEW RESOURCES INTO INSTRUCTION

The following resources will be integrated into instruction:

- On-line supplemental content.
- Video demonstrations.
- Canvas LMS.
- Zoom lectures.
- More group projects.

SAFETY GUIDELINES

In addition to the District COVID plans, the following safety items will be implemented:

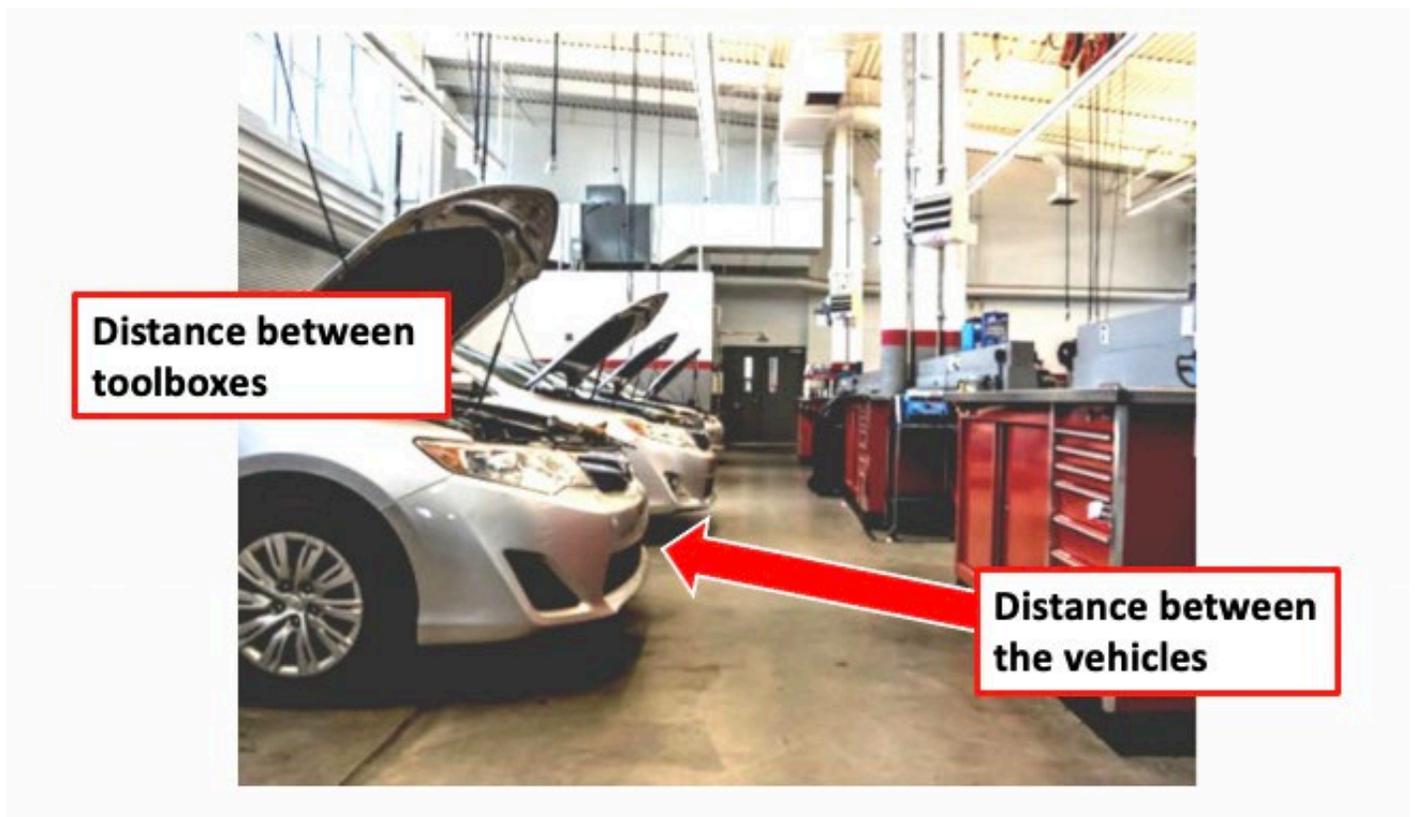
- Before students enter lab, set up online lecture time to discuss safety and new shop protocols.
- Conspicuously post district document for on-campus safety procedures.
- Just as training on shop safety is important, training on pandemic guidelines for the shop is equally as important.

STRATEGIES FOR REOPENING LABS

- Adding new resources into our traditional lecture/lab curriculum.
- Establish lab environment protocols.
- Follow screening procedures.
- Created Spring 2021 schedule to reduce number of students in building E1 at any one given time.
- Follow PPE protocols.
- Follow cleaning/disinfecting protocols.
- Create process for cleaning tools and common touch points on vehicles and equipment.

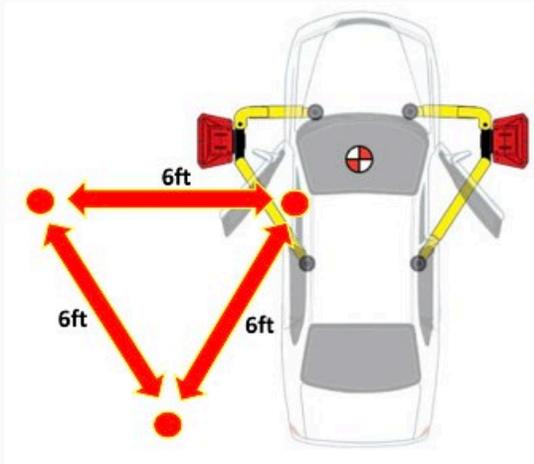
LAB ENVIRONMENT PROTOCOLS

Designing a safe lab environment; distances will be followed based on the current Phase requirements or other regulations.

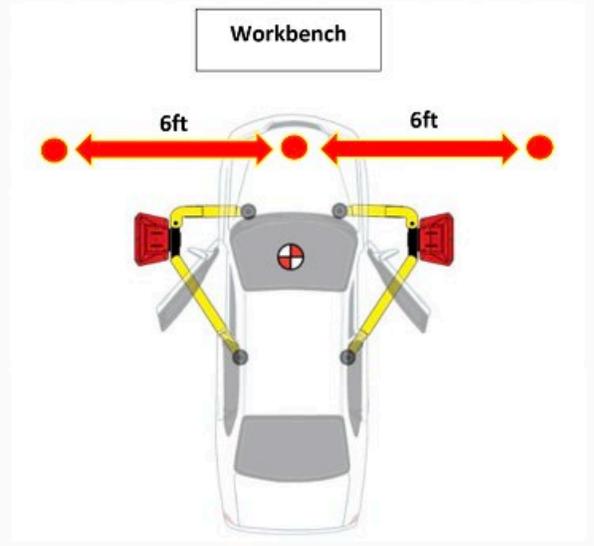


Moving students around vehicles (based on the current 6' social distancing requirement):

Task performed from driver's seat:
3 students



Task performed under the hood:
3 students



- Students will use every-other lift.
- Hire TEAs to help with the student's being spread-out.
- Instructor will use a cordless microphone in the shop to communicate with students at a distance.
- The tool room technician will continuously sanitize tools and the counter-top.
- Face coverings are required before entering shop and gloves are recommended.
- Social distancing shall be followed during student breaks.
- Students shall leave immediately when lab assignments are complete.
- Remind students that the threat of spreading the virus is still real and can occur anywhere.
- Students will properly remove and dispose of gloves as per CDC guidelines.
- If a student feels sick, he/she must immediately separate from others and follow District protocols.

CLEANING VEHICLES AND EQUIPMENT

Common touchpoints on vehicles will need to be considered.



Use of check list for vehicles and stations.

Vehicle/Workstation Cleaning Checklist			
Workstation#	Vehicle#		
Name			
Key Interior Touchpoint Areas		Key Exterior Touchpoint Areas	
Item	OK	Item	OK
Interior Door Levers		All Exterior Handles	
Window & Door Lock Controls		Fuel Lid / DEF Cap	
Upper Door Trims		Wheel Covers	
Armrest		Key/Fob	
HVAC Vents / Controls		Front Hood Area	
Steering Wheel / Buttons			
Hood Release		Tools & Equipment	
Ignition Switch		Toolbox Top	
Multifunction Levers		Toolbox Drawers	
Radio Various Buttons		Scan Tool	
Center Console		Scan Tool Connector	
Glove Box Buttons / Handle		Screw Drivers	
Cup Holders		Pliers	
Shifter		DMM	

CONTINGENCY CHANGES TO MORE RESTRICTIVE PHASES/STAGES

Should Federal, State, or Local guidelines change to more restrictive regulations that will impact the Athletics/PE program, the following guidelines will be implemented to meet the more restrictive requirements:

1. In-person classes will revert to the appropriate Phase/Stage based upon the updated State of California Tier and local regulations. Changes may include a reduction of occupancy numbers within a room/facility/area, or a complete return to online instruction.
2. The change to a more restrictive Phase/Stage shall be implemented as soon as possible when increased COVID protection is required.
3. When restrictions are lifted/eased, the College will evaluate and coordinate returning of individual programs/classes to the less restrictive requirements.