

SJECCD Vaccine Mandate Employee FAQ

1. Why are employees required to receive the COVID-19 vaccine?

To promote the health and safety of our community, employees are required to receive the COVID-19 vaccine to comply with [a resolution](#) that was passed by the San José - Evergreen Community College District Board of Trustees on Tuesday, August 31, 2021.

2. Where does this COVID-19 vaccine mandate apply?

The COVID-19 vaccine requirement applies to employees, students, visitors, and other members of the public on all San José - Evergreen Community College District sites, including Evergreen Valley College, San José City College, the Milpitas Extension, and the District Office.

3. Are all employees required to receive the COVID-19 vaccine?

Yes. All employees are required to receive the COVID-19 vaccine unless they request and are granted an exemption as a reasonable accommodation.

4. What exemptions will San José – Evergreen Community College District accept?

San José - Evergreen Community College District will accept requests for exemptions based on a medical condition, disability, or sincerely held religious belief. Exemptions will be considered on a case-by-case basis. Employees granted an exemption as a reasonable accommodation may be required to submit to mandatory weekly COVID-19 testing.

5. What do employees need to do to request an exemption due to a medical condition, disability, or sincerely held religious belief?

If an employee has a medical condition, disability, or a sincerely held religious belief and would like to request an accommodation, they must fill out an online [Vaccine Exemption Request Intake Form](#). Once the form is complete, the employee will be contacted regarding the next steps in their process.

To assist in managing the District's COVID-19 related exemption requests, we are working with an outside consulting firm, Shaw HR Consulting. Employees requesting an accommodation must complete the initial form and submit required supporting documentation **no later than October 20, 2021**.

Please note that **medical exemption** requests require a licensed physician or advanced practice nurse licensed in a jurisdiction of the United States to provide documentation on the reasons for requesting an accommodation due to a disability or medical condition. **Religious exemption** requests require a written statement describing the reason for the exemption.

6. Will the District accept a positive antibody test from an employee who has already had COVID-19 as an acceptable medical exemption?

Maybe. A positive antibody test from an employee who already had COVID-19 may provide a temporary exemption; however, once an employee is medically able to, they must be fully vaccinated.

7. Do employees need to provide proof of receiving the full dosage of vaccination against COVID-19?

Yes, employees are required to provide proof of receiving the full dosage of vaccination against COVID-19. Employees who have received both doses of the COVID-19 vaccine may now submit their vaccination documentation by accessing the online submission portal. All Evergreen Valley College and District Office employees must submit their documentation using the [EVC MyHealth](#) portal. All San José City College employees must submit their documentation using the [SJCC MyHealth](#) portal.

To upload a picture of your hard copy vaccination card or digital COVID-19 Vaccine Record, please follow [these step-by-step directions](#).

8. Where do I learn about vaccination resources?

Information on where to obtain your vaccination is available online at www.vaccines.gov. You can also check with local pharmacies to determine if vaccination appointments are available by visiting the [Federal Retail Pharmacy Program](#). Additionally, Santa Clara County residents may schedule a vaccine online at <https://vax.sccgov.org/>.

9. What happens if an employee does not comply with the COVID-19 vaccine mandate or does not submit an exemption request?

The District is requiring that all employees be fully vaccinated against COVID-19. With the Board's resolution and subsequent [Administrative Procedure](#), this is now a requirement for continued employment with SJECCD. If an employee does not have a valid exemption, the District will meet with the employee to discuss any available options for continued employment.

If an employee is covered under a bargaining agreement, the employee should be in contact with their bargaining unit representative as soon as possible. The District is interested in working with employees to discuss options, but compliance with the Board Resolution and Administrative Procedure is mandatory.

If the essential duties of an employee's position require contact with other employees, students, or the general public, the employee may not be able to continue their employment with the District. While we hope this does not occur, if this is the case for you, Human Resources will work with you to discuss leave options or separation of employment.

10. What happens if an employee knowingly submits falsified information?

Employees submitting false information will be subject to discipline up to and including dismissal.

11. Does San José - Evergreen Community College District encourage or endorse a particular COVID-19 vaccine?

No. San José - Evergreen Community College District does not encourage or endorse a particular COVID-19 vaccine. The District recommends employees consult the Centers for Disease Control (CDC), California Department of Public Health (CDPH), and their own health care professionals for additional information and guidance.

12. Why are employees who are working exclusively remotely being required to adhere to the COVID-19 vaccine mandate?

The resolution passed by the San José - Evergreen Community College District Board of Trustees does not differentiate between employees working remotely and employees working at District facilities. The resolution requires all employees to submit proof of vaccination or request an exemption.

13. Why was the resolution on the COVID-19 vaccine mandate passed following the start of the fall 2021 semester?

The San José - Evergreen Community College District Board of Trustees engaged in meaningful and deliberate discussions pertaining to the potential COVID-19 vaccine mandate throughout the spring and summer of 2021. The resolution was passed based on recommendations from public health authorities.

14. Does the vaccine mandate apply to others who access San José – Evergreen Community College District facilities, or are only employees required to be vaccinated?

In addition to employees, all San José City College and Evergreen Valley College students are required to adhere to the same COVID-19 vaccine mandate. Additionally, visitors, contractors, facility rentals, and others conducting business at District properties are required to adhere to the vaccine mandate as well. Those who are not employees or students are able to attest their compliance with either a negative COVID-19 test completed within 72 hours or being fully vaccinated.

15. What federal laws is San José - Evergreen Community College District required to adhere to as it pertains to the COVID-19 vaccine mandate and employee privacy?

San José - Evergreen Community College District complies with the [Family Educational Rights and Privacy Act](#) (FERPA) the [Health Insurance Portability and Accountability Act](#) (HIPAA), and the [Genetic Information Nondiscrimination Act of 2008](#) (GINA). These federal laws limit what information may be shared without written consent and prohibit employers from collecting and discriminating based on an employee's genetic information.

15. Do I still need to wear a mask on campus with this policy?

San José - Evergreen Community College District is utilizing multiple measures to help protect our employees, students, and the broader community. At this time, face coverings are still required on District property per the [SJECCD COVID Prevention Plan](#).