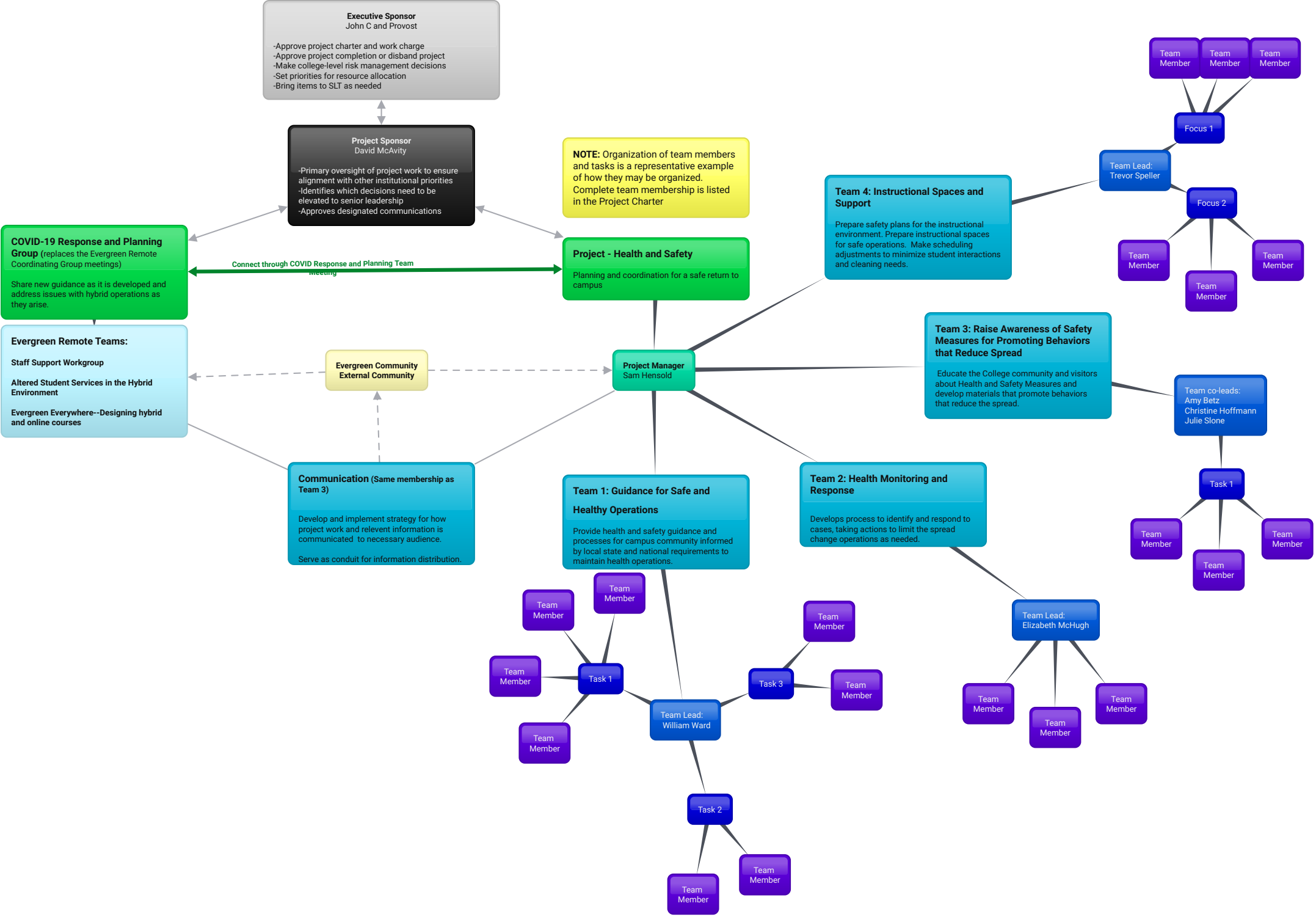
Executive Sponsor
John C and Provost
-Approve project charter and work charge
-Approve project completion or disband project
-Make college-level risk management decisions
-Set priorities for resource allocation
-Bring items to SLT as needed
Project Sponsor
David McAvity
-Primary oversight of project work to ensure alignment with other institutional priorities
-Identifies which decisions need to be elevated to senior leadership
-Approves designated communications
NOTE: Organization of team members and tasks is a representative example of how they may be organized. Complete team membership is listed in the Project Charter
COVID-19 Response and Planning Group (replaces the Evergreen Remote Coordinating Group meetings)
Share new guidance as it is developed and address issues with hybrid operations as they arise.
Connect through COVID Response and Planning Team Meeting
Project - Health and Safety
Planning and coordination for a safe return to campus
Team 4: Instructional Spaces and Support
Prepare safety plans for the instructional environment. Prepare instructional spaces for safe operations. Make scheduling adjustments to minimize student interactions and cleaning needs.
Team Lead: Trevor Speller
Focus 1
Focus 2
Team Member
Team Member
Team Member
Team Member
Team Member
Team Member
Evergreen Remote Teams:
Staff Support Workgroup
Altered Student Services in the Hybrid Environment
Evergreen Everywhere--Designing hybrid and online courses
Evergreen Community External Community
Project Manager
Sam Hensold
Team 3: Raise Awareness of Safety Measures for Promoting Behaviors that Reduce Spread
Educate the College community and visitors about Health and Safety Measures and develop materials that promote behaviors that reduce the spread.
Team co-leads:
Amy Betz
Christine Hoffmann
Julie Slone
Task 1
Team Member
Team Member
Team Member
Communication (Same membership as Team 3)
Develop and implement strategy for how project work and relevent information is communicated to necessary audience.
Serve as conduit for information distribution.
Team 1: Guidance for Safe and Healthy Operations
Provide health and safety guidance and processes for campus community informed by local state and national requirements to maintain health operations.
Team 2: Health Monitoring and Response
Develops process to identify and respond to cases, taking actions to limit the spread change operations as needed.
Team Member
Team Member
Team Member
Task 1
Team Member
Team Member
Team Lead: William Ward
Task 3
Team Member
Team Member
Task 2
Team Member
Team Member
Team Lead: Elizabeth McHugh
Team Member
Team Member
Team Member