

Subject: Update: HACCC's Preparation for the Coronavirus - March 23, 2020
Date: Monday, March 23, 2020 4:12:28 PM

Greetings, colleagues!

I hope that you have had a successful first day of remote instruction and services. From what I have heard from many throughout the day, we are providing our students with the high-quality instruction they have come to expect from us. *I am personally grateful to everyone who has worked so hard to help us adjust.*

Each of us comes to this experience with different perspectives and needs. It is vital that we continue to treat everyone with respect and give everyone equal opportunity to succeed. I encourage you to review this excellent [guidance document](#) by the Council of Chief Diversity Officers at the University of California. This document was prepared to assist higher education employees and students with providing supportive, positive and inclusive educational climates during the COVID-19 crisis.

As you have come to expect, following are the commonly asked questions and our responses to them. Please note that some of these responses are tentative and subject to change.

If you have additional questions and you do not see the answers on the website, please submit the online form located on the website. Please see the webpage section called "[Information for Employees](#)." If you would like to see the information being communicated to students, please see the webpage called "[Information for Students](#)."

We will continue to update you regularly via email, the aforementioned website and Zoom sessions.

Thank you!

John J. "Ski" Sygielski, MBA, Ed.D.
Pronouns: He, Him, His
President & CEO
HACC, Central Pennsylvania's Community College

1. Why were the online 12-week summer courses canceled? Were faculty involved in this decision?

The deans had a number of discussions with the provost's office about the summer schedule. Military and veteran student registration begins March 30, so a decision needed to be made in advance of student registration.

A key factor in this decision is that there are a number of skills-based classes (including welding and other trades; ceramics and other arts; culinary; and clinicals in the health careers) for which the required skills cannot be taught remotely – at least not in such a short turnaround time. These courses will likely require extension past the extended spring semester end date and conflict with the scheduled beginning of the summer semester. Many students enroll in general education courses in the summer, and we cannot expect

these students (or faculty) to try to finish their spring semester **and** begin their summer semester at the same time.

While some health career courses must use the full 12 weeks to meet clinical hours, a large number of other courses do not. For this reason, we felt that our focus should be on the eight-week and second six-week parts of semester.

We did consider allowing Virtual Learning classes to remain in the first two parts of semester. However, we decided against that for consistency for our students, and also because we are unsure of how the spring semester will continue to unfold. Eliminating the 12-week and first six-week classes gives us time to focus on spring and creates much-needed space for faculty and students to respond to immediate needs before summer classes begin.

2. If I have general questions about what technology I should use while working remotely, who can I contact?

The Office of Information Services and Technology is offering daily question-and-answer (Q&A) Zoom sessions beginning on March 23 until April 3, from 8 a.m.-4 p.m. to answer questions from employees about the use of remote technology. The focus will be to answer employees' general questions about how a particular technology works or what technology is needed. Topics may include remote desktop services, VPN, email, Banner, Google drive and Zoom.

The access instructions follow:

Zoom Meeting
<https://hacc.zoom.us/j/248767700>
Meeting ID: 248 767 700

Please address any questions regarding Jabber or soft phones directly to Evelin Schwartz at edschwar@hacc.edu.

Support-related questions and needs should be directed to the appropriate IT colleague(s) so needs can be addressed quickly. If you need immediate assistance with any other technical issue, please contact the IT Support Center at 717-780-2570 or SupportCenter@hacc.edu.

3. What tutoring options will be available for students while the campuses are closed due to COVID-19?

All of HACC's tutoring services will be moving online via Zoom starting March 23. Students may access the most current Zoom tutoring schedules by visiting hacc.edu/Students/Tutoring and selecting their home campus' link. If they cannot find their subject or a time that fits their needs, they should view the schedules on the other campuses' tutoring webpages. Students should check back often. Most campuses plan to expand their offerings.

Students may also use SmartThinking for other tutoring needs. More information about SmartThinking is here: hacc.edu/Students/Tutoring/Online-Tutoring-SMARTHINKING.cfm

- 4. I am a custodian and will be sanitizing my building while the campus is closed. What happens to our time after this is completed?**

If work is unavailable after the building has been sanitized, you will be compensated via emergency leave.

- 5. Students have told me in the past they have used HACC's Wi-Fi in our campus parking lots when classes aren't in session (including on weekends) since they don't have internet access at home. Although I've provided the list of student resources to my students, including Comcast's free service option, I'm wondering if we can allow students to park on campus in their personal vehicles to log into HACC's Wi-Fi during the campus closures.**

Beginning March 19, HACC campuses, including parking lots, were closed to students and non-essential employees. This is consistent with the Pennsylvania Department of Health's [guidance](#) to practice social distancing during the COVID-19 pandemic. Students are encouraged to use the technology-related resources that have been referenced in their [email updates](#).

- 6. Has there been any discussion about holding more of the mindfulness/meditation Zoom sessions? They would definitely be appreciated.**

The Office of Human Resources and the Wellness Committee are looking for ways to support your health and well-being during the COVID-19 pandemic. While we are developing real-time programs, please check out [HACC/ Cornerstone Learning Management System](#) (LMS), for recorded meditation sessions, yoga classes and more!