

Subject: Update on HACC's Instruction and Student Services Planning – June 30, 2021
Date: Wednesday, June 30, 2021 6:36:27 PM

Good evening, colleagues!

You may have seen the news that HACC finalized the sale of its [Lebanon Campus building](#) this week. As you are aware, this has been in the works for some time. I want to reiterate again that **this does not diminish our commitment to the Lebanon Campus and community**. A [variety of classes](#) will be offered at the Lebanon Campus this fall. For more information, please visit our [online newsroom](#).

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. Can you please provide an update on the classified employee job review?

HACC's Office of Human Resources recently completed a review of all classified employee positions as a result of feedback received from classified employees and their supervisors. For more information, please review the new information under "Review of Job Titles" on [this website](#).

2. I know that Banner is being updated to better serve our students. How does this impact me?

In the [June 9 weekly email](#), we informed HACC students and colleagues that we are updating our systems.

From 12:01 a.m. on June 30 through 11:59 p.m. on July 1, 2021, HACC students will not be able to:

- Access HACCWeb
- Register for credit and noncredit summer or fall 2021 classes
- Drop classes (*please note that the [drop period](#) for the first eight-week summer*

semester is extended to July 5, 2021.)

- View and browse classes
- View their student account in Banner
- Request academic transcripts and certificates of residency
- Access financial aid
- View “pay my account” and “enroll in HACC payment plan”
- Access course merchant to register for noncredit classes

HACC employees will be unable to:

- Access HACCWeb
- Submit confirmation of attendance after 11:59 p.m. on June 29, 2021
- Submit grades for the summer first six-week semester until 8 a.m. on July 2, 2021
- Access SciQuest
- Access Banner, including for any processing or viewing

If students have any questions, they can contact the [Welcome Center](#) at OneStopWC@hacc.edu and 717-780-2378, or complete the [online feedback form](#).

3. **I heard that the employee parking lot in Lebanon has been shut down due to the city’s Phase II construction. Where do I park at the Lebanon Campus, and how do I get into the building?**

The Lebanon Campus employee parking lot has been fenced off as a construction hard-hat area. This action was taken to accommodate materials needed for Phase II construction of the first and second floors of the Lebanon City building. In addition, ground has been broken to begin the construction of the city police garage.

HACC employee parking has been relocated to the “two-hour” city parking lot adjacent to the previous employee lot in the rear of campus. The city has designated as “reserved” the 35 spaces for HACC employees. A HACC vehicle hang tag will be required to park in these spaces. HACC employees *are not* limited to the two-hour maximum.

There are directional signs on the fence indicating the path to the front doors of the campus along the left side of the fence. Entrance to the building will be through the front doors along Cumberland Street. During the summer months, please call the security number posted on the front door for entrance. HACC swipe card access has been disabled.

QUOTE: Remember, most of your stress comes from the way you respond, not the way life is. Adjust your attitude. Change how you see things. Look for the good in all situations. Take the lessons and find new opportunities to grow. Let all the extra stress, worrying and over thinking – GO. ~Idil Ahmed