



DATE: May 22, 2020

TO: Chabot-Las Positas Community College District

FROM: Chancellor Ronald Gerhard, CLPCCD

SUBJECT: COVID-19 Update

Dear Colleagues:

Happy Memorial Day weekend and the conclusion of an eventful spring semester. I know our work is not done, as we continue to plan for the fall semester, however, I like to think that we have found a new rhythm and cadence to our ongoing response to COVID-19. We continue to appreciate everybody's flexibility as we adjust to serving our students in our "new normal."

We also congratulate and send our best wishes to our Chabot College and Las Positas College graduates this year which total approximately 2,700 for 2020! Commencement details for each college is listed below.

The following are some updates for this week (as of May 22, 2020):

Fall Planning Update: As I mentioned in this week's message on fall planning, we have assembled a taskforce charged with reviewing viable options for how we may serve students this coming fall term. The senior leadership team has accepted the taskforce's recommendation for fall planning. After thoughtful consideration of all known relevant facts, the recommendation forwarded is: "Move to as many online sections as possible, with strategic face-to-face instruction in the hard-to-convert portions of classes, or for special programs and populations, and with attention paid to offering multiple modalities to serve students." The taskforce members will now take the recommendation to the colleges and involve respective stakeholders in planning discussions. For more information please read this week's message on fall planning on our [district's COVID-19 webpage](#).

State Budget Update and Impact: Now that we have had a few more days to review and digest the information, I want to share some additional thoughts on our analysis. As expected, due to the COVID-19 crisis, the Governor's proposal is a complete departure from what was presented in January and reflects the economic and employment data we have recently seen from the effects of COVID-19. The May Revision is not set in stone. As occurs every year, changes will

be made between now and the final budget. With this understanding, the May Revision is helpful as it will guide our planning moving forward. For more information please read this week's budget message on our [district's COVID-19 webpage](#).

Fee Refunds: Students who were enrolled for Spring 2020 may be eligible to request a 50% refund of the fees that they paid for Parking Permits, Student Activity and Student Representation Fees. Students will need to visit Class-Web to request such a refund.

Grading Reminder and Updates: An important note to faculty in issuing final grades by May 27 at 11 p.m., please know the May 15 Department of Education's most recent memo provides relief to students and institutions on impacts to financial aid awards due to withdrawals. In accordance, faculty can issue an Extraordinary Withdrawal due to COVID-19 without student initiation, and without concern for financial aid impact.

Please refer to full details posted on our Colleges' Financial Aid webpage. In brief, spring 2020 students receiving federal financial aid who withdrew on or after March 4:

- Will not have to repay funds received for that semester to the Department of Education or the College.
- Will not have Extraordinary Withdrawal units calculated in their Satisfactory Academic Progress (SAP) review of spring 2020 grades, which impact academic eligibility for future terms.

Commencement Reminder: We are thankful for the work the colleges have done to help our graduating students feel supported, acknowledged, and celebrated. Based on student survey results, Chabot College will hold a [virtual commencement](#) as originally scheduled on Saturday, May 23, 2020, 9 a.m. Las Positas College has postponed their commencement but have an [online celebration page](#) for their graduates.

State and County's Executive Order: As a reminder, the current local and State orders include the following guidelines: **The order to shelter-in-place and work remotely has been extended to May 31, 2020.** This time frame is still in line with prior district decisions to move instruction to a fully on-line delivery mode thru the summer semester. However, this timeline remains fluid, and we continue to review information and plan for everyone returning to the workplace.

Payroll will continue normal operations. Employees will be paid on time, **including hourly employees who were authorized to work and submitted a timesheet within the payroll deadline.** In May, all paychecks will be distributed either through direct (ACH) payments to the employee's bank account or through USPS mail.

County health update: Alameda County has reported 2,609 confirmed cases of COVID-19 (last updated May 22, 2020).

Reminder - Health protocols:

If you are an essential employee and feeling sick, do not come to the office, contact your doctor, and notify your supervisor. While at or away from the office, please continue to practice social distancing, wash your hands frequently, and follow other standard health practices.

A reminder that all essential employees must speak (no texts, emails, or voicemails) to their immediate supervisor (or someone else if directed) to answer three simple questions (e.g. cough, fever, shortness of breath, etc.) before entering the workspace.

As always, please continue to visit the [district urgent alerts webpage](#) for up to date information, and contact your Presidents' Office or administrator for additional questions and/or guidance.

Lastly, we will leave you with some "Zoom" humor...enjoy!



Dorsa Amir
@DorsaAmir



Zoom meeting schedule:

- 1-1:05— Waiting for the host to start the meeting
- 1:06— The group discovers virtual backgrounds
- 1:07— Someone really struggling with audio
- 1:09— "Let me try headphones"
- 1:10— Everyone holds up their cats
- 1:15-1:25— Actual meeting time
- 1:30— "Stay safe!"

♥ 536 1:49 PM - Mar 23, 2020

Regards,

Ron Gerhard
Chancellor

Dr. Susan Sperling
President, Chabot College

Dr. Dyrell Foster
President, Las Positas College