



Faculty/Staff Town Hall

26 MARCH 2020 / 12:30PM / Zoom Meeting

Updates

- **General**
 - Mary is feeling much better!
 - Spring Break is almost over, hope you all enjoyed yourselves as much as possible
 - Reminder that Tuesday March 31st is a Holliday
- **Student Updates**
 - We have messaged out to all students that ALL classes will be starting online Monday March 30th
 - Any Faculty who aren't sure about how to get things started with their classes, please email the hotline-faculty@lacitycollege.edu so that we can help you become prepared
 - Additional Resources are available, reach out for what you need!
 - Learning Foundation Courses cannot be held online, and those courses will resume once we can get back on campus (as of now May 4th)
 - Student workers will return to work on Monday March 30th REMOTELY.
- **Student Life**
 - Virtual Jeopardy, students had a great time. (Thanks, Armineh)
 - Remember to have high energy to avoid the awkward first few minutes, students will come around once some time passes
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- **Possible COVID-19 exposure on campus**
 - There have been a few unconfirmed accounts about people being exposed to COVID-19 on our campus, but have been self quarantined for 14 days
 - An employee in the library who worked until last Thursday has been feeling symptoms, this person worked until last week.
 - It may be difficult to determine quickly enough who in the LACC family has been affected, but when we are made aware, it will be communicated

- Updates from LA County Website
 - In LA County, over 6300 people have been tested, about 650 have tested positive (About 11%)
 - Approximately 600 people are in the age range of 16-65
 - The Hollywood area, has over 30 cases (one of the highest in LA County)
- **For Faculty**
 - You can make appointments 1-on-1 with our Classified Tech Staff Member (his email is on website under faculty resources page).
 - He can meet with you to get you situated.
- **Campus**
 - Maintenance/Facilities/Custodians are still working on sanitizing campus.
 - Sheriffs have been doing a great job with granting access. Remember to check in with the Sheriff before coming to campus so they can open the buildings and notify custodial staff to re-sanitize buildings upon your departure.
- **Resources**
 - Laptops are available for Faculty via hotline-faculty@lacitycollege.edu.
 - There are Chrome books available for Students via Student Resources Page.
 - Our CDC has gone virtual! Let your students know that there will be activities and other things available virtually for their children.
 - Internet -- Spectrum has expanded their access to internet for our faculty (you may have to be on hold for a while) but they will grant free access for at least 60 days for faculty/staff/students.

Q&A

Q: Will Student Workers continue to work and/or get paid?

A: Our student workers will return to work remotely Monday March 30th. The Student Workers' Supervisors are checking in with them now and letting them know what their schedules are. If students don't have the technology to work remotely, we're working on getting the proper technology to lend to the students.

Q: Is the half-day off this Friday. March 27th or is it still April 10th?

A: The calendar was set for Friday April 10th and that will remain for our staff, NOT this Friday (March 27th).

Q: Do we have surface Pro?

A: I do not know the type of laptops that are available, but send that questions to either hotline - staff@lacitycollege.edu or hotline-faculty@lacitycollege.edu and we can check on that and let you know.

Q: Adobe Suite License?

A: We're working with District right now to be able to expand licenses for specialty areas like that. If you know your students will need it, email us at hotline-faculty@lacitycollege.edu.

Q: Will classified hourly sign language interpreters return to work remotely starting on Monday?

A: Yes.

Q: Will operations, plant facilities, and all other staff working on campus get hazard pay?

A: Construction folk continue to work on campus through their contracting firm. District has been working to make sure contractors are following safety measures. If you want to send a question to the hotline, we can try and get more info. No info has been provided about any sort of hazard pay.

Q: Will the library be open? What is the plan for students who don't have a computer or laptop?

A: We currently don't have a limited quantity for students, we've been able to provide laptops for students that need them and plenty more are on the way. We don't know what we need at this point, we've been trying to reach out. If you all can let us know the students who don't have a device, let us know so we can try and reach out to them to get them a device. The Library is open remotely, but not physically.

Q: For the employees that decided to stay home due to the meeting requirements for those 2 groups, what is their pay status? Are they required to submit ACRs?

A: If they are not working remotely, yes they will need to submit an absence certification and any other necessary forms.

Q: Will laptops be returned to LACC?

A: Devices that students are receiving are loner devices. We are loaning them, and students are signing out for them, and they are expected to be returned.

Q: I have not received any news about community services. Is Skype our only option or will Canvas be available for our students also?

A: I'm not sure and will get the answer and make sure to post it once it's received.

Q: What has been the discussion about planning for Summer?

A: We sent something out yesterday for the plan for summer. The initial schedule will be done as online only courses; however, we'll hopefully be back on campus and we will be able to offer some in person classes. We don't want to get too deep into planning classes while we're still unsure. We know we'll be able to offer a certain # of online courses and the scheduled is focused on online classes.

Q: Labs?

A: Ask the hotline-faculty@lacitycollege.edu. We are gathering FAQs that we're posting so that your question can be available to everyone else. Dr. Smith said "Labster" will likely be used.

Q: Will the laptops come with video editing capabilities?

A: Inquire through hotline-faculty@lacitycollege.edu.

Q: Can laptops be mailed?

A: Up to this point, they've been distributed through the Sheriff Department like a drive by situation. The Bookstore has been distributing laptops to students via appointment in a drive by fashion. You can make an inquiry for it to be mailed via the hotline.

Q: Can we reach out to students via text that do not have internet?

A: Yes.

Q: Is there a requirement or recommendation about how many "virtual hours" of instruction should be held with students via Zoom per week? For example, with a 3-hour course is there an expectation that we should meet via Zoom for a certain number of hours?

A: Reach out to your specific department chair and or Dean for more information on that.

Q: Have any guidelines been posted for students regarding student conduct while in class via Zoom?

A: All of the student conduct rules continues to apply. While Dr Holmes is on leave, Dr Jeremy Villar will be the acting as Dean of Discipline. If there are any violations of student code of conduct, reach out to him. Please be aware of Zoom class bombings, district is working on it. Issues with other colleges were that the specific college got hacked, not the Zoom itself. Counseling department has also posted etiquette.

Q: S&R need to be opened to mail anything

A: Shipping & Receiving and Mail room are open.