

Office of the President

MEMORANDUM

Wednesday, March 25, 2020

Good Afternoon LACC Family:

As we continue our efforts to respond to the social distancing required to attempt to reduce the spread of the COVID-19 virus in Los Angeles County, we have been doing everything we can possibly do to perform our functions remotely. Potential exposure to the COVID-19 has hit the LACC family. We have unconfirmed cases of the COVID-19 with a Library staff member and two Nursing students from a potential clinical exposure. I am sending a detailed notice shortly.

In other news... Student workers will return to work on Monday. They were paid last week and this week, but they need to return to work Monday with their regular weekly work hours. We will be surveying our student workers to determine who is comfortable with helping with the new online situation. We will re-assign them temporarily until we get everyone settled in. I think that will take place by mid-April. At that point, your student workers will return to your areas with you. They need to work remotely until we are able to come back to campus. Remember, if you have any questions, please email: hotline-faculty@lacitycollege.edu or hotline-staff@lacitycollege.edu. Also, there are special buttons at the top of the college webpage for faculty and staff resources and communication.

From Academic Affairs

We plan to message students this evening about the classes starting on Monday, March 30. All classes will meet in an online format, remotely, with the exception of Learning Foundations. We continue to work with the District to make specialized software available to our students so they can complete their work and projects. We will keep you informed. We are moving the timeline back a couple of weeks for the summer schedule to be completed and posted on the website. Since we are not sure what we will be able to do this summer, we will initially plan the schedule with online classes. Hopefully we will be permitted back on campus this summer and able to add on campus classes as well.

From Student Services

There are still some flu shots available at the Wesley Health Clinic across for LACC on Vermont. We are also working on getting these messages out in multiple languages for our student community. Calling all student workers! You will resume work next week. The department you currently work in will be reaching out to you to help us in the first couple weeks. We need help on special projects for this transition to an online remote instructional environment. You will work remote, unless you work in an essential service, such as the Cadets. We will be messaging out to all students the option for a “emergency withdrawal” (EW). The EW will not be counted toward one of the student’s attempts at a subject and it will not affect the student’s academic progress. This will be in effect automatically for students who withdraw prior for two hours

because the students were having so much fun. It started a little slow because the students were feeling a bit low in the beginning, but the energy in the group came up and they had a good time. We all need to work together to keep our spirits up in this challenging time.

From Administrative Services

Our Facilities team has been working diligently to ensure the campus is disinfected and sanitized, that all mechanical systems are functioning properly, that the grounds are in good shape and that we sanitize outside areas as well. We expect this all to be completed by the end of next week. The college is still “open”; however, it is not open to groups of people. If you need to access your office or your classroom, please check in with the Sheriff’s Office so that they can let you into your building and the Sheriff’s Office can notify Facilities that they need to check that area again. Student workers will return to their normal weekly working hours.

We will have the Town Hall meeting tomorrow at 12:30 p.m. on Zoom. See you all then. Take care of yourselves and your love ones! Everyone stay healthy and stay safe.

Mary