



Dear Colleagues,

First and foremost, thank you to everyone who participated in the Zoom call yesterday. We are certainly in uncharted territory. Despite this fact, I continue to be in awe of the faculty and staff; you have risen to the challenge! Each of you has shifted into a full-time problem-solving mode to serve our students and to protect our community, thank you.

As we discussed yesterday, the COVID-19 outbreak is rapidly evolving. The situation demands that we take immediate action to protect the health and safety of our community. Below you will find a list of efforts that have been made to-date and a list of actions that will be effective on Monday 3/23/20. *Please note that this an overview of the plan. Deans or Department Chairs will be in touch with each employee to finalize the details.*

Current Measures

- Extended spring break by one week
- Closed all College buildings to the public
- Cancelled all College events, meetings, and celebrations
- Cancelled all non-essential College travel
- Implemented social distancing for anyone on campus to a radius of 6 feet or more
- Increased cleaning protocols to align with CDC recommendations
- Limited gatherings or meetings to 10 people or less
- Implemented COVID-19 Communications Plan
 - Hold weekly Zoom Meetings – Friday's at 12 pm
 - Established a webpage with resources for the community, the address is www.yccc.edu/covid19
 - Established an email for people that have questions, the email address is COVID19@yccc.edu
- All Concurrent High School classes and Dual Enrollment courses are temporality suspended. More information will be provided at a later time by YCCC and our high school partners

Additional Measures, Effective Monday, March 23

- Culinary Arts courses with labs will be moved online with makeup labs at a later date
- Vet Tech courses with labs will be moved online with makeup labs (as needed) at a later date
- All other courses will be fully online
- All College committee meetings will resume utilizing Zoom
- All College buildings will be closed except for entry by essential personnel
- All student supports will be shifted online
- All faculty support will be shifted online
- All non-essential personnel will work remotely (your Department Chair will be reaching out)

As you can imagine, these decisions were not easy, but I committed to you that I would not shy away from difficult decisions. I understand that these actions may be disruptive and challenging. Still, we are all committed to doing our very best to ensure the health and safety of our students, faculty and staff, and to continue the teaching and learning underway this semester.

In closing, thank you to everyone who is working hard to make these transitions as manageable as possible. I am inspired by the cooperation, understanding, and kindness of everyone in our College community. We will have challenging days ahead, but I am confident that we will overcome them by working together and supporting each other.

Our best is ahead,

Mike

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