

From: [Henry Shannon](#)
Subject: COVID-19 Surge Implications – Please Read
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Dear Chaffey College Faculty and Staff,

By now, you have heard the reports of rising COVID-19 cases throughout the region and how they have pushed our hospital intensive care units and emergency rooms beyond capacity. We had hoped that conditions would have improved by now, but with reports revealing 1 in 4 San Bernardino County residents are testing positive for COVID-19, **the College has made the decision to cancel in-person instruction for the spring semester.** All students affected by this decision will be contacted directly by their program with information on next steps.

This decision was not easy for us. We are doing this because we value the health and safety of our students, staff and faculty. This decision is in alignment with Cal/OSHA's [Emergency Temporary Standards](#) to minimize the risk of exposure and spreading of COVID-19, as well as our own Reopening Plan's guidelines.

We realize that our students participating in labs and other in-person classes will be disappointed by the decision. We do not want to lose these students. Our plan is to reach out to them and let them know how to continue working toward their goals, encourage them to enroll in an online course (and we will cover the cost of that new course's book), as well as offer them priority registration in the future. While this pandemic continues to challenge us, there is no way that we will let it stop us from achieving our mission to "improve lives through education."

In order for our campus operations to continue running smoothly, the College will need to have minimal staff on site. These include:

- Campus Police will continue to provide in-person support at all locations.
- Maintenance and Operations will run a minimal crew using modified schedules to address essential functions.
- IT will continue to operate in-person on a modified basis for only essential maintenance and repair.
- The Campus Store will be open with a modified schedule in order to distribute materials for online instruction.
- The InTech Center will complete any existing contractual on-site training or courses, and then review further programming on a case-by-case basis.
- Drive-through supply operations will continue for course supplies, laptops, hotspots, and the Panther Care Pantry.

Additionally, all employees who have not been officially assigned to work on campus should work remotely until further notice. Temperature screenings will continue for anyone working on campus.

I appreciate the patience and efforts of everyone. While this is a challenging time, please know that we are united – as Chaffey family – and we will get through this time stronger than before.

Thank you,

Henry D. Shannon, Ph.D.
Superintendent/President



Chaffey College