

From: [Henry Shannon](#)
Subject: Coronavirus Update March 27, 2020
Date: Friday, March 27, 2020 9:00:15 AM

Dear Campus Community:

The College continues to work in preparation for our **March 30 remote instruction start date**. In very little time, every area of Chaffey College has been called upon to do things differently and to use new practices as a result of the global pandemic.

Over the last two weeks, we trained to teach all classes remotely, we developed agreements to get more of our staff working from home, we changed our website for easier navigation and we distributed technology devices to students in need. All the while, our students continue looking to us to help them through all this transition. They want to continue, even though many have their own concerns about navigating learning online.

I understand that today's current climate is unprecedented and can be stressful. The College is working to address this by continuing the majority of our operations with minimal employees on our campuses. We must remember that our work is considered "essential" not only by the State, but also by our students. We are in the business of changing lives through education and I know that our mission fuels each of us. When you work, whether you are coming in or doing it remotely, think of our students and let them inspire you.

Looking Ahead

- Instruction and Student Services continue to utilize Canvas, Cranium Café and Zoom to provide online support to students.
- Classified staff will either be called in or to telecommute from March 30 – May 3, 2020. Supervisors will be calling staff before Monday, March 30 to let them know next steps.
- Starting next week, all employees who are identified to work remotely are expected to check their work emails daily.
- The College is working to distribute an additional 1,000 Chromebooks to students in need over next week. More are arriving within the next two weeks.
- The College is discussing student refunds and will provide information to students as it develops.
- To support our food insecure students, Panther Care is offering drive-thru pantries starting in April. Please click [here](#) for more information.

I look forward to remote instruction starting next week. Please continue to check the

website www.chaffey.edu for updates.

Thank you,

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



Chaffey College