**DISTRICT COVID-19 UPDATE – Gene Huff**

**From:** Huff, Gene <ehuff@4cd.edu>  
**Sent:** Wednesday, April 8, 2020 1:01 PM  
**To:** Huff, Gene <ehuff@4cd.edu>  
**Subject:** April 8 District COVID-19 Update

Colleagues,

While much of the world around us has hit the “pause” button, our mission to educate our students carries on.  As shared last week, District administrative, senate and labor leaders met late yesterday to assess what facts we have and make decisions about the remainder of the spring and upcoming summer semesters.  Based on what we know now, the decisions outlined below were finalized.  We all continue to monitor the Contra Costa Health Services’ directives, as well information coming from the State, and will adjust accordingly.

SPRING 2020

1.       All instruction for the remainder of SP20 will continue to be provided via remote instruction.

a.       Final exams will be conducted remotely.

b.       Classes and/or class components that can not be completed remotely will not be automatically cancelled.  Each college will continue to assess how best to proceed, evaluating options on a class-by-class basis.  The State Chancellor’s Office has already provided some additional leeway, such as allowing “Spring” classes to be completed by June 30, instead of May 22 in our case, under certain circumstances.  More details on options for hard-to-covert courses will be shared at your college.

c.        For students, all will be given the option of changing their grading preference to “P/NP” for all classes.  Also, the late withdrawal deadline has been extended to May 15th.

2.       All student and instructional support activities will continue to be provided remotely, where feasible, through at least the end of the SP20 term, or until the County/State shelter-in-place restrictions are modified or lifted.

3.       All operational support activities will continue to be provided remotely, unless identified as essential services that require physical presence, until the County/State shelter-in-place restrictions are modified or lifted.

4.       Graduation planning committees at each college are coordinating on how to offer virtual graduation experiences for our students.

SUMMER 2020

1.       All SU20 courses will be scheduled to be delivered via remote instruction.  A smaller subset of face-to-face classes will be held as “shadow” classes, which won’t appear on any published schedule, to activate quickly as late-start classes should the shelter-in-place orders be modified.

2.       Student, instructional and operational support activities will continue being provided as they are now until the shelter-in-place orders are modified.

FALL 2020

1.       The traditional mix of face-to-face, online, and hybrid courses will be offered.  “Shadow” sections, which won’t appear on any published schedule, to be delivered via remote instruction will be developed for quick activation should the shelter-in-place order continue in some fashion into the fall.

While the last couple of weeks was largely spent trying to figure out how to just get things done on a day-by-day basis, leadership realizes that a lot more training and professional development needs to be made available.  That will happen.  We have not only the challenges of remote instruction delivery, but for the summer term at least we likely will face completely remote admissions, counseling, and all other support activities.  Working together, it’s certain that we can rise to the challenges and deliver the support our students need.

On a positive note, the news about resources and flexibility coming from our State Chancellor’s Office, as well as from the Governor, demonstrates that they recognize what we, and our students, need now to get through this crisis.  On the Federal level, the “CARES” legislation provides considerable funding, some for the District and some for direct student aid.   We’ll share more about our budget and financial situation as it becomes clearer.

The District website continues to be updated regularly and contains a link to the Contra Costa Health Services website where we go for the latest updates on COVID-19.  The link is here:  <http://www.4cd.edu/covid19/default.aspx>

Finally, the tone of State-level leadership has clearly shifted toward cautious optimism.  The measures put in place seem to be working to slow the spread of COVID-19.  We look forward to the time when restrictions begin being eased, even though it will likely be done gradually.

Thank you, again, for your ongoing support of our students.  Stay safe.

Gene Huff

Interim Chancellor