

**From:** [Henry Shannon](#)  
**To:** [Faculty](#); [Staff](#)  
**Subject:** Coronavirus Update - March 20, 2020  
**Date:** Friday, March 20, 2020 12:19:02 PM

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Dear Campus Community:

As you may be aware, Gov. Gavin Newsom issued a statewide “stay-at-home” order last night to protect the public health of all people living in California. The [executive order](#) contains exceptions for those whose work is needed to maintain continuity of operation for [critical infrastructure sectors](#). One of these sectors, for government facilities, includes colleges and universities that support online learning.

#### What This Means for Chaffey College

- The College’s core functions will continue. The Governor’s order has no further impact on the continuity of instruction, advising, and comprehensive student support services in virtual settings.
- Those who are responsible for the care and security of critical infrastructure functions may continue to do their work on our campuses as called upon by the College.

#### Looking Ahead

In order for the College to continue serving students, we are developing work practices that can be performed remotely. Please note, what we are moving toward is a direct response to the pandemic. As we begin to implement plans for telecommuting, there will be an expectation for all of us to be willing to learn new practices and continue to support students.

Additional information will be sent out regarding this effort to further inform you of next steps. Other recent decisions include:

- All labs and activity courses that **cannot be transitioned to remote delivery** will be cancelled. Registered students will be notified on how this impacts them.
- The Chaffey College home page is being rebuilt to be more user friendly to students as they prepare to move to remote instruction.
- The College is working to distribute 1,000 Chromebooks to students in need over the next two weeks.
- Student Health Services will continue providing health and mental care services through a virtual platform through the end of the spring 2020 term. Information on how to access these services will be sent to students.
- All federal work-study students will continue to be paid through their award

allocations. All other student workers will be notified regarding a payment that we expect to be disbursed in April.

Remote instruction and classes are set to begin on March 30. Please continue to check the [www.chaffey.edu](http://www.chaffey.edu) website for updates.

Thank you,

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