



HARTNELL COLLEGE

Jacqueline Flores <jaflores@hartnell.edu>

Important message from Dr. Rodriguez: Seeking volunteers to help staff in-person study area, starting Nov. 30

Hartnell Communications <communications@hartnell.edu>
To: Hartnell Communications <communications@hartnell.edu>
Bcc: all@hartnell.edu

Wed, Nov 18, 2020 at 9:34 AM

Dear Hartnell employees,

As we enter the final weeks of the Fall 2020 semester, I sincerely thank each of you for the concern and extra effort you continue to extend to our students amid the challenges of COVID-19. Since last spring, our college has used a variety of strategies for virtual instruction and to sustain students' academic success and overall learning experience. None of those would be possible without your creativity and dedication.

We also know from our students that the pandemic has made things difficult for them on a number of levels. Many still struggle with inadequate WiFi, an unreliable computer and the lack of a suitable place to study at home. To help remove these obstacles, we have developed a plan to host in-person study areas on a limited basis. This plan has been approved by the Monterey County Health Department and the California Community Colleges Chancellor's Office and will follow their established guidelines.

Our first in-person study area will open Monday, Nov. 30, in the Main Gym on our Main Campus in Salinas. We will offer three-hour, in-person study periods – with wireless service – from 9 a.m.-12 p.m. and 1-4 p.m. Students will use this [online appointment form](#) to reserve one or more of these in-person slots. We can accommodate up to 50 students at a time, with generous spacing for physical distancing and careful sanitizing of surfaces and required use of face coverings. Depending on demand, we may open additional study areas during the Spring 2021 semester, possibly including evening hours as well.

Because this study area requires monitoring by staff, we are asking for your voluntary assistance. Each day, we will have two three-hour shifts that you can sign up for. The college will ensure that a variety of personal protective equipment (PPE) is available for employees who participate. You may sign up using [this online sheet](#), which includes the available time slots

Your support is essential to the success of this effort. Please meet with your supervisor to schedule at least one three-hour shift. No cleaning or sanitizing will be required of any staff participating. Our maintenance department will manage that task. Students will complete health screening and acknowledgment of risk before coming onto campus. Any on-site health screening will be managed by a college administrator.

Next to everyone's safety and well-being, our highest priority is to make sure our students continue to achieve their educational and career goals. We are determined to do all we can to keep them on track. I wish all of you and your families a restful and enjoyable Thanksgiving break next week. Thank you all for your caring dedication!

Sincerely,

Raúl Rodríguez, Ph.D.

Interim Superintendent/President

Office of the Superintendent/President



HARTNELL COLLEGE

411 CENTRAL AVENUE | SALINAS, CA 93901

831.755.6900 *Direct* | 831.753.7943 *Fax*

rrodriguez@hartnell.edu | www.hartnell.edu

GROWING LEADERS *OPPORTUNITY, ENGAGEMENT, ACHIEVEMENT*