

To YCCD Faculty and Staff.

Thank you for your patience, endurance, leadership and grace as we navigate these unprecedented times.

As you know from my message last night, we are having to adjust our plans to the Governor's directive to all Californians to stay home except for essential needs.

First, here are the instructions from the Governor's order:

The California State Public Health Officer and Director of the California Department of Public Health is **ordering all individuals living in the State of California to stay home or at their place of residence**, except as needed to maintain continuity of operation of the [federal critical infrastructure sectors](#), critical government services, schools, childcare, and construction, including housing construction. Read the full [Executive Order here \(pdf\)](#).

#### **How long will we stay home?**

This goes into effect on Thursday, March 19, 2020. The order is in place until further notice.

#### **What can I do? What's open?**

Essential services will remain open such as:

- Gas stations
- Pharmacies
- Food: Grocery stores, farmers markets, food banks, convenience stores, take-out and delivery restaurants
- Banks
- Laundromats/laundry services
- Essential state and local government functions will also remain open, including law enforcement and offices that provide government programs and services.

#### **What's closed?**

- Dine-in restaurants
- Bars and nightclubs
- Entertainment venues
- Gyms and fitness studios
- Public events and gatherings
- Convention Centers

Accordingly, earlier today, with input from the Chancellor's Cabinet I have made the following decisions related to the continuation of remote instruction and student services throughout YCCD:

1. Remote instruction will continue through the end of the Spring 2020 semester.
2. Delivery of student services will continue in their present configuration remotely, or on campus for those best provided in-person. Those services are: Library, Computer Labs, certain Instructional Labs, DSPS, Food Pantry, Wi-Fi and technology access, veteran's resources, police and M&O. The College Presidents may have to adjust the level of those services at each location based on the availability of faculty and staff to support them.

Remote delivery of other services will continue as long as the Governor's Stay at Home order is in effect.

3. During Spring Break (March 30 - April 3) all campuses and the district office will be closed other than for District M&O, IT and Police; for those others of you who would ordinarily be scheduled to work on the Monday and Wednesday of that week please do so remotely and coordinate with your supervisor.\
4. We will reconvene as a Cabinet on Sunday (3/22) afternoon to make a decision regarding 2020 Commencement activities; you can expect to hear more from that decision early next week.

As we continue through the remainder of the Spring semester, I ask that faculty and staff encourage students to 'stick with it' and not let this disruption cause them to sacrifice their educational goals. As you all well know, as trying as these conditions are for us, they are equally trying for students. You have and continue to be a great source of encouragement for one another and I hope that you are likewise encouraging our students. Reassure them if they endure, they will succeed.

Lastly, thank you all for what you are doing to support our students and ensure the continuity of instruction. I along with the Governing Board and the district and campuses leadership teams cannot express enough how proud we are of the faculty and staff and how you are responding in these trying times.

Thank you; please stay safe and care for yourselves and families.

**Dr. Douglas B. Houston, Chancellor**

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