

2nd [ASC Emergency Meeting](#) regarding District plan for COVID-19

This is not about us employees, this is about CCC students, their education, and safety

A. This week's key events

1. Monday:
 - i. CCC small group of faculty leadership has conversation
 - ii. CCC DE members provide resources for KK message
 - iii. UF/FSCC district [faculty email message](#) and survey
2. Tuesday:
 - i. CCC KK [email faculty message](#)
 - ii. CCC ASC with Dr Bell presenting – district decisions #6 (and #7) need ASC agreement ([KK sends out notes](#), Draft [minutes](#) here)
 - iii. CCC faculty shared lots of feedback to KK (and ASC senators)
 - iv. DVC ASC meets – reaches general agreement that the [plan for operations at UC Berkley](#) is reasonable. Does not discuss dates.
 - v. 4CD phone call: Dr Mehdizadeh, Joanna Miller, ASC presidents and UF president – clarify that intent of 4CD plan is to minimize risk and impact to community. Discussed district plan points (same as Dr. Bell shared at CCC), and clarified questions about district vs local operational decisions. Lots of discussion regarding dates for implementation, faculty training, ways to meet student needs, degree of flexibility across district, distinction between remote instruction and typical online course delivery
 - vi. 4CD [email from Dr Huff](#) with message with info on plan
3. Wednesday:
 - i. CCC [ASU sends letter](#) to Dr Bell
 - ii. LMC ASC meets – [agrees to a plan](#), and shares additional comments
 - iii. 4CD [Press release](#)

B. **Agreement by CCC ASC in regards to Academic and Professional Matters related to Continuity of Instruction. Some possibilities include:**

1. Recommend adoption of a UC Berkeley-type plan
 - i. Remote instruction for lecture-based courses
 - ii. In-person instruction for lab and activity based courses
 - iii. College campus and all student services remain open
 - iv. Start date of March 16, end date of April 13
2. Recommend adoption LMC's plan, or something of similar detail (10+1 related points here, more on LMC's full document)
 - i. All lecture based classes will be delivered in a remote format beginning Monday, March 16th and will continue until Monday, April 13th. During this time weekly check-ins will occur to determine if emergency measures should be cut short or extended, as needed.
 - ii. Labs will continue to meet as scheduled. If you believe that you can teach your lab class remotely, you are encouraged to do so. However, the lecture portion of any lab class must be taught remotely beginning March 16th.

- iii. During this time the campus will remain open. Student Services departments including the Child Study Center, the Center for Academic Support, the Math Lab, English/Writing Labs, the library, and all computer labs, will work with management to determine the needs of their departments and student needs.
- iv. The Counseling Department will remain open and may continue meeting students face-to-face and may hold appointments with students via zoom or telephone.
- 3. For remote instruction, recommend defining some expectations of effective instruction
 - i. Short-term = distributive learning, email assignments, quick production of lecture videos via zoom,
 - ii. Long-term = as close to full online education standards as possible
 - iii. Documentation of communication with students, content delivery, process for submitting and receiving assignments
- 4. Recommend no changes to any instruction, unless they involve “large gatherings” as defined by Contra Costa County Health
- 5. Recommend complete cessation of instruction
- 6. Recommend remote deliver of all course instruction types and student services
- 7. Other? _____
- C. Define high priority concerns or areas for continued discussion.
- D. More specific questions about operational details to address soon. (ASC meeting on Monday March 16 is one venue)