

Subject: Update: HACC's Preparation for the Coronavirus – June 30, 2020
Date: Tuesday, June 30, 2020 6:53:23 PM

Good evening, colleagues!

During the collegewide Zoom [session on June 25](#), we recognized individuals who are retiring today and who have dedicated many years to HACC and to our students. Because of the pandemic, we are not able to celebrate them in the ways we traditionally would, but know that our gratitude and best wishes for the future are just as strong. Again, I extend a **sincere thank you** to our colleagues who are retiring. You will remain members of our HACC community – please stay connected with us!

Now that we have announced that HACC will offer mostly remote instruction or virtual learning for fall, we want to show current and future students that they can handle remote instruction. We are seeking written and video testimonials from students who were hesitant, scared or worried about taking a remote instruction class, but overcame these feelings after starting the class.

By 11:59 p.m. today, please invite students to do the following:

1. Create a video and/or submit a written testimonial **and** image (using the guidelines on our [webpage](#))
2. Share the following information in the video and/or written testimonial:
 - a. What were your feelings when you learned that your class was going to be remote instruction?
 - b. How did you overcome your feelings?
 - c. What was your experience like?
 - d. What do you think of remote instruction now?
 - e. What would you say to others who may be hesitant or confused about remote instruction?
 - f. What tips would you share?
2. Complete the #HACCtogether [online form](#)

Thank you for your assistance in helping students reach their goals!

As you have come to expect, following are the commonly asked questions and our responses to them. Please note that some of these responses are tentative and subject to change.

If you have additional questions and you do not see the answers on the website, please submit the online form located on the website. Please see the webpage section called “[Information for Employees](#).” If you would like to see the information being communicated to students, please see the webpage called “[Information for Students](#).”

We will continue to update you regularly via email, the aforementioned website and Zoom sessions.

Thank you!

John J. “Ski” Sygielski, MBA, Ed.D.
 Pronouns: He, Him, His
 President & CEO
 HACC, Central Pennsylvania’s Community College

1. Which classes will be coming back to campus to complete the hands-on lab components?

During the week of June 29, students in the following programs will return to complete hands-on labs from the spring 2020 semester:

- Medical Assisting in Gettysburg
- HACC Academy Automotive in York
- Welding and HVAC in York

We have identified and trained wellness screeners, and we have prepared the spaces to maintain cleaning protocols, distancing and personal protective equipment (PPE) requirements.

2. Will an employee who receives a severance on June 30, 2020, be able to be hired as early as July 2020 in another position?

After careful consideration, this will not be allowed. The retirement and severance agreements will be updated to reflect that those who sign retirement and severance agreements cannot hold full-time positions with the College after signing.

3. How many people of color benefit from the privilege of retiring from HACC but are returning as an adjunct?

As of June 26, 10 employees retiring under the 2019-20 retirement incentive have indicated to the Office of Human Resources that they will continue as an adjuncts. The job titles, genders and races of those employees are:

Job Title	GENDER	RACE
Professor, Counseling/CIS	F	W
Professor, English	F	W
Professor, MLT/Biology	F	W
Associate Professor, Spanish	F	H
Senior Professor, Nursing	F	B
Professor, Human Services/Sociology	F	B
Professor, Counseling	F	A
Coordinator, EMS	M	W
Advisor, Career	F	W

Senior Professor, Math and Computer Science	F	W
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4. **The book that the Cabinet is reading, “White Fragility,” states that 84% of people within higher education are White. How does HACC stack up to that statistic?**

According to our April 2020 Equal Employment Opportunity (EEO) Report:

- 87% of collegewide employees were White
- 84% of full-time administrative and professional colleagues were White
- 74% of full-time classified colleagues were White
- 89% of full-time faculty colleagues were White

5. **Will the College be offering a retirement incentive next year?**

At this time, there are no plans to offer a retirement incentive next year.

6. **Would the College consider making yoga chairs, ergonomic pads for carpal tunnel syndrome and other related equipment available to employees who can prove they need such assistive devices/equipment?**

Employees who have these types of equipment on campus may, with their [supervisor’s approval](#), return to campus to retrieve the devices for use in their remote work locations.

Employees who need these types of equipment as part of an [accommodation](#) should please contact Amy Berrier, director of total rewards, at arberrie@hacc.edu.

7. **Are certain courses approved to hold hands-on components on campus this summer?**

Yes. Certain programs were approved to hold hands-on training during the summer semester to make up requirements from spring semester classes.

Please visit hacc.edu/SummerReturn for more information and the list of approved courses. The list will continue to be updated.

Please note that:

- Not all courses with hands-on components will be brought back to campus. If course outcomes can be accomplished remotely, we will not risk the health and safety of our students and employees to bring optional hands-on components to campus. Therefore, we are limiting the hands-on components to required program classes that have course or program outcomes that absolutely cannot be completed remotely.
- HACC’s campuses are still closed to the public, and only essential employees and those involved in the approved programs are permitted to return at this time.

For other programs, HACC is offering classes online through remote instruction and virtual learning. Student services are also provided remotely.

If you are scheduled to teach hands-on components this summer, and you are uncomfortable doing so due to medical conditions (or family members with medical

conditions), please contact your deans. They are preparing back-up staffing for employees who may be unable to return to campus.

8. With all the local colleges opening up for fall, why is HACC operating remote? Is it putting us at a major disadvantage?

The decision to close our campuses for the fall 2020 semester was not one that the College took lightly. At the heart of that decision lies the safety and health of our students and employees. Given the many unknowns with COVID-19, we determined that the potential risk associated with a full return to campus outweighs the benefits. Further complicating a broader return are the extensive cleaning and mitigation efforts that are required to ensure student and employee safety.

For all these reasons, the College will only bring approved programs, classes and personnel to campus this fall. We realize that not everyone will be happy with this decision, but we are confident that it protects our most important resources – our students and employees.

9. How is HACC marketing to students who may be considering a “gap year” and students who may not be returning to their original college?

We know it is important to market to individuals who may be thinking about or currently attending a four-year college but are hesitant to attend that college in the fall.

As part of our [summer and fall modified marketing campaigns](#), we are marketing to the following audiences who fit in this category:

- Guest students – Students who may be enrolled at another institution and take some classes at HACC during the summer
- High school seniors
- Parents of high school seniors
- Persona campaign to traditional future students (ages 17-23)
- Stop-out students – Students who attended HACC but did not finish their credential

We are using specific messages to these audiences to address the concept of a “gap” year. The messages include:

- You don’t need to have a gap in your college education. Keep YOUR dreams on target. Come back to HACC for fall. Register now.
- Don’t miss out on college this fall. HACC has many quality courses that transfer to four-year schools. Register now.
- It might look different, but you can still get the full college experience at HACC.
- Take college classes online at HACC, then transfer when you are ready.
- Don’t wait a year. Stay on track with YOUR educational goals. Register now for HACC’s fall classes.

10. In looking at the makeup of the College’s COVID-19 task force, I do not see a single Black person. The co-chairs of the task force have said multiple times that the group was focused on reflecting HACC's core values and being inclusive, but decisions that do not involve Black and people of color are not truly inclusive. I ask

the Cabinet to please commit to making sure all collegewide task forces not only include cross-constituency representation, but also representation from Black colleagues and people of color.

The COVID-19 task force was comprised of representatives from a range of employee groups and demographics but included only one employee of color. While attention was given to ensure that the voices of the different constituency groups were represented and while some task force members were selected because of their expertise and training related to the work of the task force, we fell short in ensuring that our minority students and employees were adequately represented. Such an oversight cannot occur if we wish to ensure equity and inclusion.

HACC continues to believe that we must diversify our workforce and ensure access, inclusion and equity in employment opportunities; decision making; and in our College culture. To that end, every one of us must become more intentional to ensure that these goals are met. All of us are negatively impacted when our students and colleagues are affected by discrimination and racism, whether overt or more obscure and hidden in our practices and policies. The only way to ensure this blight is eliminated is through education, training and accountability for all of us.

QUOTE: Nothing in life is to be feared; it is only to be understood. Now is the time to understand more, so that we may fear less. Never be overcome by people or events. ~Madame Marie Curie