

**Subject:** Update: HACC's Preparation for the Coronavirus – May 14, 2020  
**Date:** Thursday, May 14, 2020 5:20:47 PM

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Greetings, colleagues!

Today would have been Commencement for our spring 2020 graduating students. It was a difficult decision to cancel this special event, but it was the right one in light of the seriousness of the global pandemic.

We are celebrating our graduating students all day today on HACC's social media pages. You can use #HACCproud on social media to join in this online celebration. Thank you for making our graduating students feel appreciated – they deserve it!

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

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**1. When will placement testing be available again?**

Math testing can be completed online now. Students may access the test via this link:

[https://secure.aleks.com/shiblogon/sso?sso\\_account=0dc1c73&enroll\\_class\\_code=D6AMG-NT4R9](https://secure.aleks.com/shiblogon/sso?sso_account=0dc1c73&enroll_class_code=D6AMG-NT4R9)

**Please note:** If clicking on the hyperlink above does not work, please copy and paste the entire website address into a web browser.

**2. How will students find out if they are exempt from placement testing? How can students schedule a placement test if they need to take one?**

Students in the following categories do not need to take a [placement test](#) and are eligible to enroll in college-level math and English classes.

**Math Exemption Criteria\***

- High School Algebra II grade of B or better
- High School GPA of 3.0 or greater\*\*

- SAT  $\geq$  530
- ACT  $\geq$  21
- GED  $\geq$  175

*\*Scores active for five years; eligible for MATH 100, 103, 104, 111, 113, 114 and 202*

*\*\* High school GPA is valid from half-way through senior year or from the final transcript*

#### **English Exemption Criteria\***

- High School GPA of 3.0 or greater\*\*
- SAT Evidence-Based Reading & Writing (ERW) or Critical Reading  $\geq$  480
- PSAT  $\geq$  450
- ACT Reading  $\geq$  18 and ACT English  $\geq$  21
- Transfer in at least 12 credits of college coursework

*\*Scores active for 10 years; eligible for ENGL 101*

*\*\* High school GPA is valid from half-way through senior year or from the final transcript*

Students who do not meet the exemption criteria in math will take the placement test using a link sent to their HAWKmail account for the ALEKS placement test. The admissions team will identify new students in this situation and notify them via email. Students who do not meet the exemption criteria in English are automatically eligible to enroll in English 003 (reading) AND English 051 (writing) OR English 057 (integrated reading and writing).

Students who do not meet the exemptions also have the option to request a Zoom-proctored placement test to test out of developmental English. Students in this situation can exercise this option to request testing by completing the form [at this link](#), and placement testing staff will follow up.

Placement test exemptions have also been communicated to advisors and other frontline colleagues to share with new, transfer and continuing students who may need placement tests.

3. **At the April 23 weekly Zoom meeting, we were told that due to the financial condition of the College, there might have to be a “reduction in complement” due to expected decreases in enrollment. However, in the May edition of the Ski Gram, we were told that we have a “strong balance sheet.” These two statements seem to contradict each other. Can you please explain in what financial ways our balance sheet is “strong?”**

The College’s balance sheet is the accumulation of years of operating performance, capital budget management and the influence of the HACC Foundation investments. The balance sheet represents a point in time that reflects its total assets (less liabilities) and results in a financial net worth. This measure remains strong for HACC.

However, continued enrollment declines will have a direct impact on our ongoing operating performance that is measured annually. During the past few years, we have

been operating at a multimillion-dollar annual operating loss mainly due to reduced enrollment.

Over time, this operating deficit will weaken our balance sheet and financial strength. During times of sustained enrollment declines, the College will need to regulate its labor costs and all other expenses and align them with our enrollment levels.

- 4. If we exhaust our leave time and take unpaid leave, then we can then file for unemployment until we can return to work. If we are for sure out until Aug. 17, we receive personal time on July 1. How will receiving this personal time affect us in relation to being on unemployment? We have been told that if we have leave time, the state will not allow us to collect unemployment even during COVID-19 pandemic.**

It is our understanding that the accrual of leave should not affect your unemployment status. For additional clarification on the unemployment compensation (UC) process, as well as UC eligibility, please visit the Pennsylvania Department of Labor and Industry's UC website and FAQs. You can access the website by going through HACC's [Unemployment Compensation page](#).

- 5. Will employees who work on campus continue to receive emergency pay through Aug. 16, 2020?**

The College authorized emergency pay in accordance with [SGP 102 Developing the Academic Calendar](#) as a way to monetarily recognize essential and other employees who were assigned to work on campus while other employees adhered to the governor's stay-at-home order. When the governor provides additional guidance on reopening businesses, we will consider removing the authorization to pay emergency pay. This could occur before Aug. 16, 2020.

- 6. During the Zoom session on May 7, Dr. Ski mentioned that some workforce programs may be held on campus as early as this month. How will essential and nonexempt employees be compensated if they have to work on campus before the Governor lifts the stay-at-home order?**

We will continue to authorize emergency pay in accordance with [SGP 102 Developing the Academic Calendar](#).

- 7. When will adjuncts receive online class assignments for the fall semester?**

Most fall classes are already staffed. If you have questions about a teaching opportunity, please contact your school dean or associate dean.

- 8. I understand that some students received a document full of tips to help during final exams. Could you please share it with faculty and staff? How was this information distributed?**

Finals week is nearly over. To help students get through these difficult and stressful remote living times, Dr. Angela Campbell created a [HACC Finals Week Tips Flyer](#) and a [HACC Finals Week Tips Video](#) to provide tips on how to reduce test anxiety and stress.

These tips were added to the student portal within D2L. Additionally, academic deans,

chairs, advising directors, the virtual director of student success and student access services directors were provided the tips in written and video form to pass on to their faculty and their students for the widest distribution of this content. We are doing all we can to insure all of our students have access to the material.

**9. Where can I buy a “HACC Yeah” T-shirt?**

HACC Yeah T-shirts can be ordered online from the [HACC bookstore](#).

*Quote: Tomorrow belongs to the people who prepare for it today. ~African proverb*