



June 3, 2020

Dear Members of the HCCC Community,

Two weeks ago, Governor Murphy announced his [Five-stage Plan](#) for New Jersey's return to a "new normal." New Jersey is currently in Stage 1; as Governor Murphy announced this week, he expects that New Jersey will enter Stage 2 later this month. HCCC continues to look to government agencies and the health-care community for direction and guidance regarding when and how we will return to campus. In other words, the College will not have full authority to decide when and how to begin to resume on-ground operations.

Keeping these parameters in mind, two guiding principles continue to inform the work of the Return to Campus (RTC) Task Force: ensuring the health and safety of all students, faculty, and staff and maintaining an unyielding commitment to students' success both inside and outside of the classroom. These guiding principles remain at the center of all of the Task Force's discussions.

With these guiding principles in mind, online and remote instruction will continue for Summer I and Summer II with all student support services and other offices operating remotely until we are permitted to return to campus. **As President Reber announced in his June 1, 2020 college-wide communication: Looking ahead to fall semester, HCCC anticipates offering high-quality, student-centered instruction through online and remote modalities for the majority of its courses.** This will allow all students to maintain full progress toward their academic goals, regardless of the status of on-ground operations. If permitted by government agencies and the healthcare community, select lab, clinical, and culinary courses may be offered on campus with full adherence to health and safety protocols such as social distancing. In addition, high-priority student support services and operations are being identified for the beginning of a return to campus when permitted.

Academic deans are in the process of transitioning the majority of fall course offerings to a remote or online instructional format. The instructional format for each section will be indicated on the [fall schedule](#) as information becomes available. Deciding to offer the majority of courses through a remote or online format well in advance of the fall semester start date will also allow our faculty and staff to take advantage of professional development opportunities and technical support to further enhance the delivery of their classes through an online or remote modality.

We continue to encourage students to register for upcoming terms, including summer II and fall. Students may register for summer and fall classes even if they have a balance with the Bursar or are waiting for final grades to be posted. If you are a student and need assistance, please do not hesitate to reach out to studentaffairs@hccc.edu.

The RTC Task Force continues to plan for a variety of scenarios and instructional models. As announced in last week's RTC communication, the RTC Task Force has created five working groups, each of which has a specific area of focus. A brief summary of each working group's progress-to-date is listed below.

Academic Affairs / Teaching & Learning (D. Jones & I. Williams)

The Academic Affairs / Teaching & Learning Working Group is working with the divisions to adjust fall course offerings to reflect primarily remote and online instruction. The academic divisions are also investigating additional software to enrich students' online learning experiences.

Campus Life & Student Support Services (L. Dougherty & J. Pu)

The Campus Life & Student Support Services Working Group is identifying high-priority student support services for when migration back to campus is permitted. These high-priority services include the HCCC libraries and computer labs as well as in-person services such as registration, financial aid, bursar, and testing.

Health & Safety (C. Sirangelo & K. Smith-Wenning)

The Health & Safety Working Group is keeping the RTC Task Force apprised of the status of COVID-19 in Hudson County as well as treatment and vaccine development. This group will also make recommendations on campus personal protective equipment (PPE) needs and other important health and safety protocols.

Human Resources (A. Krupitskiy & A. Ogburn)

Amaal Ogburn, Coordinator of the North Hudson Campus, has joined Anna Krupitskiy as co-lead of the Human Resources Working Group. The Human Resources Working Group will be developing policy and procedure recommendations as well as providing educational materials to the campus community regarding those policies. Policies and procedures in development include a Flexible Work Arrangements Policy and a PPE Usage Policy.

Space & Facilities (I. Ashmyan & J. Quigley)

The Space & Facilities Working Group is identifying the capacity of classrooms and open spaces based on current social distancing guidelines. This group is also working closely with HCCC's Purchasing Department to procure essential items such as hand sanitizers, cleaning supplies, and masks.

The RTC Task Force is in the process of developing a landing page on the HCCC public webpage that will include Frequently Asked Questions (FAQs) related to fall instruction such as the difference between on-line and remote instruction; the availability of student support services and other college operations; and our eventual return to campus as directed by the guidance of government agencies and the healthcare community.

If you have any questions, concerns, or information you would like to share with the RTC Task Force, please do not hesitate to reach out to return@hccc.edu.

Take care,

HCCC's Return to Campus Task Force

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