

Date: Fri, Mar 20, 2020 at 3:09 PM
Subject: COVID-19 March 20 Chancellor Update
To: <Pima-All@pima.edu>

Sent on behalf of Chancellor Lee Lambert

Topics: Spring semester re-start times, extending work from home and building restrictions

Colleagues -

As the impact of the coronavirus on day-to-day life becomes more acute, we have made some important decisions to continue to keep people safe while resuming the Spring semester to every extent possible.

We have adjusted our course start times to allow in-person classes to complete preparations for virtual instruction. Our calendar now looks like this:

Wednesday, March 25

- PimaOnline courses resume.
- PimaOnline's 8-week courses begin.
- Virtual student services will be available.

Monday, March 30

- Virtual instruction begins for previous in-person and hybrid classes that are able to convert.

Details will be communicated to faculty and students.

In further support, the Registrar and Financial Aid teams will be available via a Virtual Office Hours Meeting Room to address questions from College faculty and staff. Registrar staff will be connected 8am to 5pm M-F; Financial Aid staff will initially be connected 8am to noon M-F. This service is not for students. Students will work through Student Affairs, who will manage FERPA and privacy concerns.

[Registrar and Financial Aid Virtual Office Hours Meeting Room](https://bluejeans.com/957600836) (copy and paste this link if needed: <https://bluejeans.com/957600836>) - please bookmark this link!

- You can also simply call if that's easier: 1.408.317.9253 - Enter Meeting ID: 957600836

Extending Work from Home

It has become apparent that the need for social distancing will last much longer. For now, we are extending work from home through **Friday, April 10**.

We will continue to assess the situation and make decisions as warranted.

I have said this before, but it is important to keep in mind. [Social distancing](#) is about saving lives, not just your life, but those of people you encounter. Flattening the curve is imperative to reduce the spread of the virus and impact on our healthcare system.

I recognize that working from home is not easy. It is especially not easy for people who don't have all the tools they need to feel they are performing optimally. We are in unprecedented times. Doing the best we can with what we have is OK.

That said, thanks to your hard work, Pima is far ahead of other institutions in the same situation. We should take pride in that. More than 500 faculty participated in training sessions this week. More than 200 of you participated in COVID-19 information sessions.

On Monday, we will share a list of Frequently Asked Questions, addressing questions from the COVID-19 forums, and questions related to the transition to virtual.

Building access is restricted

This is an important reminder that unless you have been already designated to handle critical functions, such as policing and payroll, Pima's buildings are closed. Anyone entering the building must have approval of an executive administrator.

We know other institutions are allowing faculty and others to use their offices. Pima helped lead the way in our county for managing social distancing. We are going to continue to model this vital behavior. We also are preparing for a deep cleaning of all facilities.

The weekend is nearly here, the end of a most unusual week for all to us. Take advantage of it. Take time for yourself and your family. Be healthy and stay safe.