### Good afternoon, FSCJ community.

First, let me begin by thanking each of you again for the continued support I have received from the FSCJ community since my arrival. It has been a crazy first year, and I still have two months to go! Anyway, I am truly thankful for all the messages I've received expressing your support. It's one of the main reasons I am excited to lead at FSCJ. While the work recently has been more challenging for all of us, I am very proud of the adjustments we've made and the simple acts of kindness and teamwork I have seen over the past few months. I hope you all take great pride in that as well. I want everyone to know, no one wants to return to campus and see each of you again more than me! In the same way, I want everyone to be safe and healthy through this very challenging time.

With that in mind, at this time, I have made the decision to take the most conservative step forward and move our C7 classes online, with the exception of those courses that absolutely require hands-on learning. This decision was not an easy one to make, but comes after receiving some important advice from our medical community and reading many of the student responses to our recent survey.

Moving our C session classes to fully online allows FSCJ the opportunity to continue to meet the needs of our student population, while helping to ensure the health and wellbeing of our students, faculty and staff to the best of our abilities. Throughout each decision-making point these past few months, the safety of our students, faculty and staff has remained at the forefront. Staying the course, I believe that continuing remote operations during this time is the best course of action to protect our students and FSCJ family.

I have talked about how critical enrollment is to FSCJ on our OnPoint calls the past couple of weeks. It is vitally important that we continue to focus and work on increasing our enrollment for the Fall term. We currently have a team focused on our strategies for future enrollments as well as a team focused on retention. Our success with enrollments helps drive the fulfillment of our mission to serve our community. Of course, this pandemic has certainly changed the priorities for most in our community, and so, it is our time and our purpose to really assist those who are looking for ways to enhance their careers or transition due to recent changes in employment. FSCJ will help move the needle in our community because that is our purpose... That is our mission! To do this, each of us must play a role in the recruitment and retention of students. It will take more than a couple of teams.... It will take all of us working together. In addition to the decision to move C7 classes online, we have also updated our "Return to Campus" phases for those of you that are currently working remotely.

Please see the updated phased staffing plan below.

# **Phased Staffing Plan**

FSCJ will still phase-in a return of staff over time in a coordinated process to ensure appropriate social distancing and availability of PPE (personal protective equipment) where needed for job function. FSCJ will assess expanded staffing based on mission-critical operations, ability to control and manage specific work environments, and necessity to access on-site resources.

## Phase 1

Beginning the week of July 6, supervisors will return to work to make preparation for opening the campus to employees during the month of July so that we are ready for the return of students. Staff will continue to work remotely.

## Phase 2

Starting July 13, supervisors may start to bring back some staff to continue the preparation for opening, but occupancy will be limited to 25% in each office space.

## Phase 3

Starting July 20, our phased in approach will gradually begin to bring employees back to the office as appropriate, following current social distancing guidelines and limiting occupancy initially to no more than 50% in a given space.

## Phase 4

To the extent possible, beginning July 27 through the end of summer, we plan to have most staff back on campus. The College will also begin offering limited student services on Fridays. Accordingly, some student-facing services will resume on campus starting July 27, with a summer schedule that includes Friday hours. Supervisors will coordinate with those staff directly.

We are in the process of finalizing our Return to Campus plan with these updates and will be sharing that with you in the next two weeks. As with most everything during this time, the document will be somewhat fluid based on the information that we have and will be updated as necessary.

As I mentioned before, I look forward to our return to campus and to seeing each of you soon. Until then, please stay safe, take care of yourself and family, and wash your hands! ③

Dr. A.