

Subject: Update on HACC's Instruction and Student Services Planning – Aug. 18, 2021
Date: Wednesday, August 18, 2021 3:16:39 PM

Good afternoon, colleagues!

To learn HACC's return-to-campus guidelines for fall 2021, please view this [Google site](#). This information is tentative and subject to change.

Additionally, please read the following information regarding on-campus authorization for the fall 2021 semester:

- Fully remote employees must complete the [On-Campus Authorization Form](#) if they need to be on a HACC campus.
- Hybrid employees must complete the form if they are coming to campus outside of their normally scheduled days. For example, if you are scheduled to be on campus Tuesdays and Thursdays, you will need to complete a form if you are coming on a Monday, Wednesday or Friday.
- Fully on-campus employees do not need to complete the form unless their status changes to either remote or hybrid.
- All HACC vendors must complete [this form](#).

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. **Will there be any COVID-19 vaccination clinics located at HACC's campuses?**
Yes. HACC is honored to be included as a site for COVID-19 vaccination clinics.
UPMC is managing the entire process.

UPMC is hosting COVID-19 vaccination [clinics](#) at the Harrisburg, Lancaster and York campuses. Students and employees at the HACC Gettysburg and Lebanon campuses may find more information on clinics in their regions hosted by UPMC at [Vaccine.UPMC.com](#).

Clinics are available at the following dates, times and locations:

- HACC Harrisburg Campus
 - Aug. 31; 11 a.m.-1 p.m.
 - Bruce E. Cooper Student Center
- HACC Lancaster Campus
 - Aug. 31; 11 a.m.-1 p.m.
 - East Building Lobby
- UPMC Memorial (approximately 1.6 miles from HACC's York Campus)
 - Sept. 8; 4-6 p.m.
 - Outpatient Services, Entrance B, 1701 Innovation Drive, York

The clinics are open to the public. While on campus, all students, employees and visitors – even if they are fully vaccinated – will be required to wear masks. The College's official guidance on mask expectations can be found at <https://bit.ly/3m6QyN7>.

For more information and to pre-register, please visit [Vaccine.UPMC.com](https://vaccine.upmc.com).

2. **Some students who received an email saying that they were eligible for the student disbursement from the CRRSAA and ARP funds haven't received anything yet. When will they receive those funds?**

Disbursements of funds to students began the week of Aug. 9 and will continue for the next several weeks. As of Aug. 11, the College has processed 3,471 of the CRRSAA/ARP student allocations. Disbursements will continue over the course of the next several weeks as more than 22,700 students are receiving funds. For more information, please visit hacc.edu/CARESact.

3. **Someone said that HACC intentionally delayed the distribution of CRRSAA/ARP funds to students so that the College could gain interest on those monies. Is this true?**

There is absolutely no truth to this rumor.

The terms of the federal grant specifically state that the College must distribute emergency financial aid grants to students within 15 calendar days of drawing federal funds. As a normal business practice, the College uses its own money to disburse funds to students. The College is then reimbursed by the federal government. **The delay in disbursements to students was caused by the lack of clear guidance from the federal government on student eligibility.** The U.S. Department of Education issued clarifying guidance in May 2021, and the College immediately began developing a distribution plan based on that guidance.

If you continue to hear this rumor, please provide the individual with this correct information.

4. **Will the Financial Aid Department be open on the campuses to start the fall semester?**

Effective immediately and continuing until at least Oct. 1, financial aid services will be

delivered in a remote-only format. If a student is seeking financial aid support, please ask them to use one or more of the following options:

- Email: financialaid@hacc.edu
- Phone: 800-422-2222
- Hawkstop Zoom session: <https://hacc.zoom.us/j/4531370780#success> (Available Monday-Thursday, 8 a.m.-6:30 p.m. and Fridays, 9 a.m.-4:30 p.m.)
- Remote appointment request: Please use [this link](#) to schedule an individual financial aid Zoom appointment and get help with FAFSA completion.

This change is temporary. We hope to return to on-campus service in early October.

5. I read that the Subway at the Harrisburg Campus is now closed. What food options will be available this fall?

The Subway on HACC's Harrisburg Campus is closed as of June 30.

However, HACC will continue offering a variety of food options across our five campuses. To learn more, please visit hacc.edu/Dining.

6. When is HACC's fall 2021 graduation?

As of Aug. 18, the College intends to have an in-person Commencement ceremony at the Giant Center on Dec. 14. This information is tentative and subject to change.

7. When is the deadline for my performance appraisal?

Remaining performance evaluations and feedback should be completed by Aug. 31. For assistance, please go to [PageUp](#) or contact the Office of Human Resources at employeerelations@hacc.edu.

Annual performance reviews are a key component to employee development at HACC. These reviews are a tool to understand how well employees are performing in their role, determine if there are opportunities for training throughout the College, formally acknowledge contributions that employees have made to the College, and promote professional growth.

Quote: The whole world is short staffed. Please be kind to those who showed up. (Copied from a sign in the window of a business.)