

Subject: Update on HACC's Instructional and Student Services Planning – March 31, 2021
Date: Wednesday, March 31, 2021 8:28:23 PM

Good evening, colleagues!

We have received many questions from employees and students regarding our summer and fall 2021 plans. We value your input and are committed to communicating transparently about the decision-making process.

Following recommendations from the COVID-19 Task Force, the initial fall schedule was built in early March with the intent to make fall 2021 a semester of transition. That plan included:

- Scaling up the number of on-campus classes
- Bringing back limited on-campus student services by appointment
- Continuing to offer a range of course options for students
- Developing [course options](#) such as on campus/remote and on campus/virtual, knowing that this would ensure a smoother transition back to fully off campus if COVID-19 conditions worsened

As a result of HACC's reported cases of COVID-19 remaining low, the state's heightened vaccination plan and the announced ease of mitigation restrictions, the College decided to increase the number of approved on-campus classes offered without a remote or virtual component.

- The return of course sections to campus remains grounded in the College's effort to do its part to provide a safe environment for students and employees. Although we can never guarantee safety from COVID-19, our efforts are guided by the social distancing, safety and cleaning protocols still recommended by the Centers for Disease Control and Prevention (CDC) and the Pennsylvania Department of Health.
- The number of classes that can be scheduled on campus will be limited by the space that can be safely utilized given the current social distancing protocols.

Please visit hacc.edu/Fall2021Options for more information.

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

1. **What is the minimum class size for the fall 2021 semester?**
Our minimum class size before COVID-19 was nine. We reduced the minimum class size to six as a result of the pandemic. We are extending the minimum class size of six through the fall 2021 semester.
2. **Will the libraries be open in fall 2021?**
Services offered by the libraries will be determined after the fall schedule is finalized.
3. **Will administrators be required to be on campus for the fall 2021 semester?**
Each division leader is responsible for determining who will be required to be on campus.
4. **Will HACC nursing faculty and students be participating in the vaccination clinics on the Harrisburg Campus as part of the students' clinical requirements?**
Yes. HACC nursing faculty and HACC nursing students are participating in the vaccination clinics on the Harrisburg Campus. This is a learning experience for the students and part of their clinical experience.
5. **I previously read that we can share congratulatory messages with our graduates. Can you please remind me how I can do this?**
To share congratulatory messages for HACC's spring 2021 virtual Commencement ceremony, please complete this online [form](#) by April 4.
6. **Where can CEOs and APOs find information on the 2021 annual appraisal process?**
[FAQs](#) and other current information can be found on myHACC under [PageUp Resources](#).
7. **Does the delay in registration push back the due date for tuition?**
The tuition due date will remain May 5, 2021. Students will receive more detailed information via HAWKmail regarding payment options and how to get help paying their bill.
8. **Will there be space for students to wait between classes in fall 2021?**
Yes. For students in on-campus classes, there will be designated common areas in all classroom buildings to wait between classes during the fall 2021 semester.
9. **Will faculty be able to use their offices in between classes in fall 2021?**
Yes. Faculty with on-campus classes will be able to utilize their offices during the fall 2021 semester following appropriate protocol.
10. **I heard there is a collegewide task force that will reorganize office and department spaces on the campuses.**
The President's Cabinet has appointed Kathy Brickner to lead a collegewide task force with representation from all constituency groups and divisions that will use data to

analyze and potentially reorganize office space needs. The task force will hold its first meeting in mid-April. Timeline and updates will be communicated as they become available.

11. **How are we keeping on-campus classes safe for students?**

Faculty should remind students to wear a mask that covers their nose and mouth and to remain socially distanced at all times. We must take into consideration those who have medical conditions.

At all times, we will ensure that we take into consideration ADA guidance.

12. **Did I hear that HACC's Massage Therapy Student Studio will be available for HACC employees to schedule appointments?**

That is correct. Please see the response to [question #9](#) in Dr. Ski's March 17, 2021, email to employees for all of the details.

QUOTE: I promise if you keep searching for everything beautiful in this world...you will eventually become it. ~Tyler Kent White