

**From:** [Gribbons, Barry C](#)  
**Subject:** FW: Chancellor's Message (March 15, 2020)  
**Date:** Sunday, March 15, 2020 5:22:00 PM

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Dear Monarchs,

We've been working closely with the Chancellor and Cabinet on the response to Coronavirus and COVID-19. I want to echo the Chancellor's message below and add a couple of items specific to Valley.

- On Friday, I activated our Incident Command Center. Valley's Incident Command Team will continue to work hard to support the campus community with the two goals of 1) Health and Safety and 2) Continuity of Operations, in that order. I will be serving as the Incident Commander and appreciate all of the team members' efforts supporting the campus community. I am planning regularly briefings for the campus community beginning Tuesday. Look for an announcement tomorrow with additional details. The briefings will be available remotely.
- While the note below indicates that Child Development Centers in the district will generally remain open, ours is currently closed. I will be talking with Jennifer tomorrow to discuss CDC plans for the next few weeks.
- This afternoon, the Governor issued a directive. The District will be sending out a communication related to this.
- We will be working to transition as many people as possible to work remotely as soon as possible. Tomorrow, we will be working quickly to finalize details on what can be done remotely and what people need to do so.

This situation is certainly fluid and unprecedented in many ways. Even given this incredibly challenging situation, your response, teamwork, and support has been exceptional. Thank you!

Please don't hesitate to email me with any questions and concerns.

Highest Regard,

Barry Gribbons  
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**From:** Rodriguez, Francisco C  
**Sent:** Sunday, March 15, 2020 4:02 PM  
**Subject:** Chancellor's Message (March 15, 2020)

March 15, 2020

Dear LACCD Colleagues:

Since yesterday's message, we have had a series of questions come forward that need additional clarification. In addition, a separate message with additional guidance will be sent later, per Governor Newsom's press conference earlier this afternoon.

**1. Do I come to work tomorrow?**

Yes. All employees are to come to work tomorrow as regularly scheduled (except student workers, see below). All colleges, centers, and the ESC are open until further notice. If you are sick, stay home, and let your immediate supervisor know. We understand that for some of you, childcare arrangements, may be an issue and you need to report that to your supervisor.

**2. Do student workers come to work tomorrow?**

No. Student workers (including tutors, cadets, CGCA's) are not to report to work for the next two weeks. They will be paid what they would have regularly earned for those days.

**3. Is the faculty training for remote/online learning still happening at all of the colleges?**

Yes. The training will take place March 16-20 because we must transition as many courses to remote learning as quickly as possible for a go-live date on March 30. This pertains to all courses, including dual enrollment and non-credit.

**4. Are all classes suspended for the next two weeks, even the ones that are currently online?**

Yes. Classes resume on March 30.

**5. Are the Child Development Centers open this week?**

Yes. The Child Development Centers will remain open March 16-20, but they will be closed March 23-27 for spring break. If severely impacted by high absenteeism, the centers may be required to close.

**6. Will all employees convert to telecommuting within the next two weeks?**

No. We are working as quickly as possible to transition as many functions to remote delivery. Consult with your direct supervisor.

**7. Will I still get paid if I don't come to work?**

All employees are to follow the [Absenteeism Guidelines](#) issued last week by the Human Resources Division.

**PLEASE:**

- Use good personal hygiene, per the [Los Angeles County Public Health](#) Department Guidelines

- If you are sick, stay home. Self-monitor for symptoms; call your healthcare provider for directions
- Stay informed with reliable sources of information, include our [LACCD Coronavirus](#) webpage for information directly about the District and our colleges
- The most current LACCD news release March 15 is [online](#)
- We must work together and stay calm.

Thank you for your professionalism and patience, as we navigate this enormous challenge together.

Francisco C. Rodriguez, Ph.D.  
Chancellor