

From: [Gribbons, Barry C](#)
Subject: FW: Campus Messages
Date: Friday, March 20, 2020 6:20:51 PM
Attachments: [Zoom-New-User-Instruction 1 .pdf](#)
Importance: High

Dear Monarchs,

As I mentioned on the Zoom Campus Briefing, thank you for all of your efforts to migrate services to remote delivery. It has been a huge lift in a short amount of time and I'm deeply appreciative. It's impressive that this team is not only thinking about how to migrate to remote instruction and services, but also thinking of ways of ensuring that the experience promotes equity and success. The breadth and depth of innovative ideas and creative solutions being developed by the campus community is extraordinary and I think will forever change how we serve students, even well beyond the current pandemic.

Telecommuting Needs and Flexibility. Most people are already telecommuting and many are already set up for remote instruction or service delivery. For those telecommuting but not yet up and running for remote instruction or services, please connect with your dean or supervisor to let them know what you need, especially in terms of hardware or software. If you haven't heard back from your dean or supervisor yet with an assignment, consider doing professional development through the [Vision Resource Center](#) or another resource. There are quite a few great resources out there to help develop new skills. Continuing to be flexible doing some activity that is productive will be helpful moving forward and avoid having touse quota balances.

Chromebooks and VPN Licenses. The District has 900 Chromebooks being delivered. They were supposed to arrive yesterday, but are delayed in transit. We hope to have them any day and make 100 available for Valley College. As soon as they are available, we will let you know details for picking them up. Similarly, we have requested additional VPN licenses. We hope to have those soon. As soon as we know about the status, we will let you know.

Facility Access Needs. You can access your office temporarily to get anything you need to work remotely. If you need access and the facility is locked, please contact the LAVC Sheriff's Office. For any foreseeable ongoing needs, please let your supervisor or dean know if you will regularly need access to facilities on campus and what you expect that need to be to facilitate remote instruction/services. Our Incident Command Center will be reaching out to deans to compile a list of these needs and figure out how we can meet them. Note that while no decision has been made, I am not anticipating face-to-face services being possible, at least through April 19th if not longer. The intent of providing access to facilities would be to promote remote instruction and services. If we are able to provide access to facilities on campus for this purpose, we anticipate trying to consolidate any use to a limited number of buildings to ensure that they are kept safe with sanitization. In many ways we have limited answers at the moment and are "building the airplane as we fly it," but understanding your needs will help us have a safe landing.

Deans and supervisors, members of our Incident Command Team will continue to gather information from you as we maintain the lists of what is needed to ensure services moving to remote modalities are effective.

Again, I want to express my appreciation to all of you for your tireless efforts. Our success during these times will be the result of the entire campus community coming together, freely exchanging ideas, and innovating. Even more importantly, the support you have already provided me and are providing to each other nourish our efforts providing the energy to keep progressing.

Thank you to those who are continuing to come to campus to provide essential services. If I can be of any help, please do not hesitate to email me.

Have a restful weekend and I look forward to seeing you on Monday via Zoom at noon!

Barry Gribbons
President
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From: Boyer, William H
Sent: Friday, March 20, 2020 4:03 AM
Subject: Sign Up for FREE Zoom pro account now!
Importance: High

***This important message is being sent to you on behalf of Vice Chancellor Carmen Lidz, Information Technology.
Your attention and action to this today is greatly appreciated.--WHB***

Dear Faculty and Staff,

The District has obtained about 7,000 unlimited pro licenses for Zoom that are available right now. They are free to all faculty and staff, but you have to act now on this now or we could lose them.

The pro licenses allow for unlimited time and participants, especially important for faculty teaching classes online! The attached PDF gives you instructions on how to set up your free Zoom pro account.

We hope you will take advantage of this opportunity.

Thank you.

Carmen V. Lidz
Vice Chancellor & Chief Information Officer

Los Angeles Community College District

William H. Boyer

Director of Communications & External Relations

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