



*On Apr 3, 2020, at 5:53 PM, Shayla Sivert, VP of Instructional Services distributed the following email:*

Dear Palomar Faculty,

Hoping that you're beginning to settle into the second half of Spring 20. Again, I'd like to express my appreciation for all of the work that you've been doing in order to move us to remote instruction. What an undertaking!

Perhaps you've heard some murmurings regarding Summer 20, which will be here before we know it. Registration for Summer 20 begins on April 27. As such, we're having to move quickly on how best to handle intersession and summer instruction. **Given the upcoming registration date and the fact that we continue to live in a continuously changing situation with respect to COVID-19, we will still be in remote instruction mode through Summer 20.**

We've communicated with the Faculty Senate and PFF and presented at Chairs & Directors. Deans will be reaching out to Chairs very soon to discuss the Su20 schedule and any offerings that may need to be adjusted in light of this shift. I encourage you to analyze your summer, fall, and spring schedules in light of what's happened this semester so that you are doing your best to offer courses on a rotation in order to help students complete their programs.

It will still be possible to do synchronous or asynchronous distance learning. At this time, we are leaving any courses set up for synchronous learning listed with scheduled times (unless of course the class is removed from the schedule – **but, chairs and ADAs – please do not process cancellations for Su20 just yet. We should have instructions for process to DAAs and ADAs by Tuesday of this coming week**). Richard, Kendyl, and I will discuss concerns that came up today in Chairs/Directors re: the registration process in an effort to make the process as smooth for students and faculty as possible. Richard will provide ADAs with clear direction with respect to Su20 scheduling.

We will continue to monitor the situation as it affects Fall 20, but for now, I'm hoping that you get more and more comfortable with your spring instructional changes and Su20 changes as well.

Happy Friday! Thank you.

Sincerely,  
Shayla

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