



Dear Faculty and Staff,

The rapid pace of change in the status of COVID-19 that interrupted our Spring 2020 instructional plan is now impacting our plan for Fall 2020. It seems each day the data is showing promising results from the Stay at Home Order, though much remains uncertain.

Based on feedback from our Faculty Senate, Associated Student Government, and Guided Pathways Student Ambassadors, and given the unpredictable nature of this pandemic with the dire warnings about a re-emergence of the virus in the future despite its currently improving status, we have decided to move forward with a schedule for Fall 2020 that will be mostly online. This plan is similar to the plans of other colleges in the region.

Please note that we are currently in Stage 2 of the California Economic Recovery plan, which does not allow for any group assembly unless stipulated by the governor, e.g., public safety and first responder training. Hopefully, by fall, we will be in Stage 3, which would allow for social distancing strategies for hard-to-convert classes. If we are still in Stage 2 in the fall, it is unlikely we will be able to offer any face-to-face instruction.

#### **What will the Fall 2020 schedule look like?**

1. All lectures will be online and will continue to be offered synchronously or asynchronously.
2. Labs that can be offered online or are currently scheduled to be offered online will continue to be offered online.
3. Hard-to-convert labs will be discussed on a case-by-case basis by Division Deans and Department Chairs.

#### **Next Steps**

1. For all classes moving from face-to-face to online, Department Chairs and Division Deans will discuss any changes from synchronous to asynchronous and will communicate those changes to Instruction no later than May 22. We will not, however, change the time of any already scheduled synchronous class to another time or day.

Here, “synchronous” refers to scheduled days and times when faculty will “meet” with students by Zoom, e.g., much like a scheduled face-to-face class but now done remotely.

“Asynchronous” refers to online courses where there is no set schedule for meeting but rather deadlines for work to be completed.

2. Department Chairs and Division Deans will meet to discuss those labs which have been hard to convert. First, they will work together to determine whether a scheduled lab should be

scheduled for Fall 2020. If so, they will then work to understand whether any portion of the lab can be offered online with the hope of minimizing actual lab hours needed to be held on campus.

3. Should a department decide to change its offerings as a result of this announcement, they are asked to do so no later than May 22. Directions will be forthcoming from the Instruction Office no later than Friday, May 15.
4. Any course or portion of a course to be offered face-to-face will require the following:
  - a. A plan approved by Palomar's Emergency Operations Center (EOC) for health and safety, which will address PPE, social distancing, and other requirements, all of which continue to evolve.
  - b. A Chair/Dean approved plan to return online (or be cancelled) in the event there is a worsening of COVID-19 conditions or/and extended order from the county or state government regarding the need to Stay at Home.

Thus, as you can see, summer and the coming fall will continue to be a time for preparing for the possibility of ongoing adjustments in the wake of COVID-19 (e.g., curriculum workshops for reworking your courses for DE approval, Canvas workshops for strengthening of online courses) and working to learn as much as we can about providing the best instruction possible in the online environment through more trainings such as POET, teaching with Zoom, etc.

This decision will allow our EOC to update the draft Return to Onsite Work Campus plan, which will detail how we will be staffing and providing support for Fall 2020 and beyond. The draft plan will be shared with campus constituents to elicit feedback and input as soon as possible.

Please work with Chairs and Division Deans to communicate concerns so that we can continue to do our best to support you as we continue with our remote teaching/learning environment.

Stay well!

Best Regards,

Dr. Jack S. Kahn  
Acting Superintendent/President