



## San Diego Community College District Office of the Chancellor

Colleagues:

Throughout the COVID-19 pandemic, our highest priority has continued to be the health and safety of our employees and students. **In recognition of the current spike in cases largely due to the Omicron variant, the four college presidents and I, in consultation with the Board of Trustees, have decided to have most District employees work remotely for the first two weeks of January.** We appreciate your cooperation as we do our best to assist with limiting the spread of the virus.

As was the case earlier in the pandemic, employees whose job duties must be performed onsite will continue to work onsite over the next two weeks. These employees will be contacted by their supervisor and/or their Cabinet-level executive manager. If you do not receive a request to come in to work, please assume you will be working remotely until Tuesday, January 18 (Monday, January 17 is a District holiday). College of Continuing Education fall classes will continue to meet on campus unless otherwise notified by their dean.

Consistent with the District's policy, unvaccinated employees working onsite will need to be tested and employees working 100% remotely are not required to be tested during this two-week period.

During this time, employees will be expected to regularly perform job responsibilities, which include monitoring and responding to voice and email messages. Employees may also be required to work onsite for immediate essential duties that cannot be completed remotely. Employees should plan to check in with their supervisor daily throughout the first two weeks in January for any changes to schedules or urgent needs, particularly during this very critical time preparing for the spring semester. I also appreciate that the College of Continuing Education is still in the process of completing the fall semester and the three credit colleges are entering Intersession.

Your flexibility is appreciated as we all continue to navigate the many challenges presented by the pandemic. You are encouraged to continue to take steps to ensure your health as well as the health of your loved ones. This includes getting vaccinated and continuing to practice safety protocols such as wearing face coverings, distancing, and getting tested if you are experiencing symptoms and/or believe you have been exposed to someone with the virus. Working together, we can continue our important mission of serving our students and the community.

Sincerely,

*Dr. Carlos O. Turner Cortez, SDCCCD Chancellor*

*Dr. Ricky Shabazz, President, City College*

*Dr. Pamela T. Luster, President, Mesa College*

*Dr. P. Wesley Lundburg, President, Miramar College*

*Dr. Kay Faulconer Boger, Interim President, College of Continuing Education*