

RTC UPDATE: Pause on Return to Campus/Work

Dear DDAS,

As we anticipate how to continue to serve our students and community, the RTCW has been focused on preparing our facilities for the return of limited student services on the Fremont campus and then eventually on the Newark campus.

We hired an outside cleaning service to clean and sanitize high-touch surfaces, started installing sneeze guards where needed and either moved or in the process of moving some staff into offices.

I sent a general email on the pause to return to campus until August 3rd. Here are some more details.

The plan now is to open to the public for limited services on Monday and Wednesday at Fremont. Hours of operations will be 10:00 AM – 2:00 PM. Staff assisting to provide those services will need to arrive at 8:30 AM on the first day of operations for training and orientation.

We are opening on a trial period for the month of August. We will assess the decision and before either scaling back or increasing services.

Here is a revised schedule:

July 1 – 31st– Preparation the Student Services building 7: The facilities department and others will be preparing building 7 1st floor lobby to transform into a “welcome center” of sorts.

August 3 – 31st – Student Services managers and staff rotate schedules to provide in-person service to students and the community on Mondays and Wednesdays at Fremont.

- Admissions and Records
- Financial Aid
- Student Health Center
- Cashier
- Student Success Coordinator/Peer Mentors
- Counseling
- Student Services EOPS
- Information Technology – to support the limited student services

Shairon Zingsheim
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Sent via email on July 1, 2020