

TO: DDAS & CLASSIFIED EMPLOYEES
FROM: HUMAN RESOURCES/RTC TEAM – OCTOBER 2020 UPDATE

Dear Campus Community,

Happy fall 2020! I hope the semester is going well for you and that you are settling into the reality of zoom meetings, zoom happy hours, zoom trainings to list just a few! Hang in there, we are almost to the halfway mark of the semester!

Return to Campus/Work Team/Logistics:

Our team has reduced our weekly meetings to once per month, but the executive planning team continues to monitor the pandemic and adjust our on-going, on-site activities. Our monthly meetings for the rest of the year are: Thursday October 15, November 12 and December 10. All meetings are 3:00 PM to 4:30 PM. For updates:

<https://www.ohlone.edu/return-to-campus>

We continue to review and support short-term projects as requested. You have seen some of our “Behind the Scenes” reporting. Those are examples of projects that are approved and supported by the RTCW.

Flu Clinics – Free for Employees: *Stay Healthy this Flu Season!*

The Social Ohlone and Recognition (SOAR) is an employee funds committee that provides social and recognition events for our employees. SOAR is also interested in the health and wellbeing of all employees; therefore, SOAR is paying for flu shots in order to make them available for free for our employees. This year, instead of 50 free flu shots, we are offering 150 to be administered on a first come first serve basis. The flu shots will be administered under the supervision of Ohlone’s Nursing department. The schedule is tentative and dependent on our receipt of the vaccines.

Week of October 19 – 10:00 AM – 2:00 PM – Monday – Friday – Employees

Week of October 26 – 10:00 AM – 2:00 PM – Monday – Friday – Students

Other dates and times will be scheduled and is dependent on availability

Watch for more information!

Mandatory Training – OCTOBER 27: 9:00; 11:00 or 1:30 PM

All employees coming on campus to work or expect to spend time beyond quickly retrieving items must participate in mandatory face-to-face COVID training and acknowledgement of all COVID-19 policies and procedures. In particular, employees must review policy #7 Social Distancing and Individual Responsibility. [COVID 19 Policy 7](#)

The training is as much for your protection as it is for the employees who have been working on campus since the beginning of the pandemic and the employees who have since returned. We take the safety of all faculty, staff and students very seriously. Our next training is October 27th – at 9:00 AM; 11:00 AM and 1:30 PM. Please email dpanales@ohlone.edu to schedule your training.

Mindfulness and Meditation Sessions

We've all had fleeting moments of "being," uninterrupted and unfiltered by the typical wants, interpretations, preferences, and opinions produced by the "thinking mind." These rare moments are "tastes" of a particular state of consciousness that is mindfulness. The practice of mindfulness is both meditation and learning to connect to this natural awareness.

Beginning October 12th join us on Mondays at 8:00 – 8:30 AM and Fridays at 2:00 – 2:30

Zoom Meeting ID Passcode

Mondays 823 9745 3962 – Passcode 962256

Fridays 842 9997 9869 – Passcode 897167

OR

Mondays:

<https://us02web.zoom.us/j/82397453962?pwd=d1k4QWF4Ymdaa0dmYWFVWldvbjA4UT09>

Fridays:

<https://us02web.zoom.us/j/84299979869?pwd=a1hyMUxKZHFKczAvOXhpVHBrUFNFZz09>

No sessions on the following dates:

Friday, November 27th

Monday, November 30th

Peaceful Protests Platform:

"Peaceful Protest" is a platform of sorts, born out of spaces, called "Safe Space" created for employees to come together to "breathe" in the face of extraordinary events of hatred, mass shootings, and other painful events happening around the world.

The killing of George Floyd ignited a cry and a pain felt deep within our souls as we managed waves of emotion following the brutal murder of yet another Black male. We were horrified, angry, sad, but most of all we resolved to do something to oppose and overcome racial injustice in spaces where we can influence.

Participants from the "Safe Space" open discussions wanted to find a place for continued dialog and learning. Our college embarked on a series of webinars and other learning platforms so that we could all learn together. We know that much more is needed. The idea of building a platform from which we can continue to give voice and not feel helpless fueled the concept of "Peaceful Protest."

We invite you to join us as we examine and discuss the various ways racism impacts our lives and those around us and how we can play a role in positive change.

- Engage in Interactive Conversations in a Safe Space
- Work Together to Inspire Inclusivity
- Share Experiences
- Build a Culture Embracing Social Justice, Transformation and Anti-Racism

Please join us for our next Peaceful Protest: <https://www.ohlone.edu/peaceful-protest>

Administrators on Campus: We have administrators on both campuses Monday through Friday throughout the fall semester. If you need administrative and/or non-emergency assistance please call Campus Safety at 510-659-6111 (Fremont) or 510-742-2311 (Newark) and ask to speak with an administrator on duty. Campus Safety will connect you with an available administrator. Here is a list of administrators on campus: [Administrators on Campus fall 2020](#). **Note: Please continue to call Campus Safety for all emergency situations.**

There is no better time to continue your learning journey!

Chancellor's Office Webinars in October:

COLEGAS Latinx Student Success Webinar Series

Critical Student Success and Access Issues of Latinx students:

<https://cccolegas.org/professional-development/webinar-recordings/>

Nurturing an Anti-racist Campus Culture

<https://cccconfer.zoom.us/rec/share/wel6JK3T13tLY7OVtm0cWIccNZz5T6a8g3RIqaUJnh4hY6uMIDbB8v6D3YFxRBCB?startTime=1597852805000>

OHLONE PROFESSIONAL DEVELOPMENT:

Franklin Covey – All-Access Pass: *Be Part of our Journey!*

The AAP is full of learning modules, videos and other information. We have vacant “seats” so sign-up now. You are able to hold your “seat” for a year as long as you remain active in the portal. To request a pass please follow this

link <https://www.surveymonkey.com/r/6FH8T8Y>

Free classes at Ohlone for you and your family: Consider signing up for a class or two by using our tuition waiver. You must complete an enrollment fee waiver form:

<https://www.ohlone.edu/employee-enrollment-fee-waiver-program-human-resources-and-training>

Vision Resource Center: <https://visionresourcecenter.cccco.edu/>

Keenan Safe Colleges: <https://ohlone-keenan.safecolleges.com/login> (more than just compliance training)

Professional Development Coordinators:

Classified/general:

Sandy Bennett sbennett@ohlone.edu

Managers/Confidential: Darline Gunsauls dgunsauls@ohlone.edu a
Matthew Ng: Mng@ohlone.edu
Faculty: Rebecca Ozoa: rozoa@ohlone.edu

Stay Informed!

1. **Return-To -Campus website:** this website continues to serve as a repository of information and updates about progress in preparing the campuses for our eventual return. <https://www.ohlone.edu/return-campuswork-information-and-resources>
2. **COVID-19 website:** This website houses all of the early communications, some of which remain relevant. <https://www.ohlone.edu/information-corona-virus>
3. **Colleges, Universities and Higher Learning – CDC website:** this website provides a host of information for schools. Besides this page, the CDC website has a host of videos and tools for you. It is important that you remain informed, involved and engaged by getting information from studied sources.
<https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>
4. **Alameda County Public Health Department website:** this website is kept up-to-date and provides frequent updates about COVID-19 <http://www.acphd.org/2019-ncov.aspx>
5. **California Department of Public Health:** <https://www.cdph.ca.gov/>
6. **California Community Colleges website:** this site is very relevant for Ohlone employees. <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Communications-and-Marketing/Novel-Coronavirus>

Mental Health:

Please use the services provided to you as a benefit through our Employee Assistance Program.

<https://www.ohlone.edu/hr/benefits/eap>. The entire process is confidential.

Previous communications:

In case you missed previous SIP updates that I have sent over the past several months please visit: <https://www.ohlone.edu/rtc/employees/rtc-employee-communication>

As Ohlone continues work to prepare the workplace, you need to be doing your part to stay safe and abide by your county's guidance for large gatherings, face masks, travel and other social distancing protocols. Masks are required anytime you are on campus. As a reminder vented masks are not allowed at Ohlone. ***We have masks available should you need one.***

Warmly,
Shairon