

Merced College Students,

As of today, March 17, 2020, we continue to have **zero confirmed cases of students or employees with the coronavirus (COVID-19) in the Merced Community College District.**

That being said, we realize that COVID-19 concerns require a proactive approach to help mitigate “community spread” and to maintain health and safety.

As your health and safety are our highest priority, Merced College is taking appropriate measures and will continue to follow the expert guidance of the California Department of Public Health and Merced County Department of Public Health.

To this end, Merced College, with support of our Academic Senate, will be transitioning all face-to-face instruction to remote methods for the remainder of the spring 2020 semester. This transition will utilize the Canvas online platform.

The below timeline has been constructed to clearly communicate Merced College’s transition plan at this time.

### **Transition Timeline**

**Monday, March 16 – Tuesday, March 17:** All classes, including face-to-face, will meet as regularly scheduled. Transition to remote instruction will begin Wednesday, March 18, 2020. **March 17<sup>th</sup> will be the last day of face to face interaction for most instruction and Student Services.**

**Wednesday, March 18 – Friday, March 20:** Face-to-face classes will be cancelled. During this time, the College will be open for Merced College to provide training opportunities for students to learn how to effectively use the Canvas online platform.

**Monday, March 23 – Remainder of the Semester:** Unless otherwise notified, classes will be delivered remotely. Your professor will notify you of changes, if you have any questions please contact your professor.

**Graduation Ceremonies:** Based on guidance from the Center for Disease Control (CDC) and the Merced County Department of Public Health, graduation ceremonies are being postponed indefinitely. Students who meet graduation requirements will still graduate, but the graduation ceremony in May is postponed. Merced College is evaluating alternative options for commencement once the COVID-19 pandemic subsides. We will provide further details for students at a later date.

**Campus Services (Merced and Los Banos):** Student Support Services will move to remote interactions starting March 18<sup>th</sup>, 2020:

Student Support Services	Contact	
	Merced	Los Banos
Academic Support (SSTC, Study Central, Tutorial Services)	(209) 384-6145 clara.north@mccd.edu	(209) 381-6421 clara.north@mccd.edu
Admissions & Records	(209) 384-6187 admissions@mccd.edu	(209) 826-3495 admissions@mccd.edu
CalWORKs	(209) 384-6233 calworks_student@mccd.edu	(209) 381-6428 calworks_student@mccd.edu
Canvas Training	Learning Resources Center	Building A
Counseling (General)	Remotely via Zoom or phone. Please call (209) 381-6478 or email a counselor at: ecounselor@mccd.edu to schedule an appointment	Remotely via Zoom or phone. Please call (209) 826-3495 or email a counselor at: ecounselor@mccd.edu to schedule an appointment
DSPS	(209) 384-6155 dsp@mccd.edu	(209) 381-6423 dsp@mccd.edu
EOPS	(209) 381-6595 luna.h@mccd.edu	(209) 826-3495 or (209) 381-6423 luna.h@mccd.edu
Financial Aid	(209) 384-6031 financialaid@mccd.edu	(209) 826-3495 financialaid@mccd.edu
International Students	(209) 384-6229	N/A
Student Health Services	(209) 384-6045 aida.meza@mccd.edu	(209) 386-6716 aida.meza@mccd.edu
Student Fees	(209) 384-6212	(209) 386-6752
Technical Assistance	(209) 384-6145, Educational Technology & Training Center	(209) 381-6421
Tutorial Services	SmartThinking through Canvas	SmartThinking through Canvas
Veterans	(209) 384-6161 dustin.tompson@mccd.edu	N/A

## **What You Should Do Now**

Now is the time to consider your own readiness for participating in online classes. Some factors to consider:

*Canvas* – Are you familiar with, or have you used, Canvas (the District Learning Management System)? If you have not, or if it has been a while, now is the time to get more familiar with this tool. Canvas is where all online instruction will occur. Download the Canvas app:

- <https://play.google.com/store/apps/details?id=com.instructure.candroid&hl=en>

Below are links to the Canvas Guide for students, the Canvas 101 course shell that houses support videos for students, and the YouTube Canvas tutorial channel for students:

- <https://community.canvaslms.com/docs/DOC-10701-canvas-student-guide-table-of-contents>
- <https://mccd.instructure.com/courses/11079>
- [https://www.youtube.com/results?search\\_query=canvas+student+tutorial+](https://www.youtube.com/results?search_query=canvas+student+tutorial+)

We will continue to add more videos and resources to Canvas as well as provide students with a training schedule for face-to-face training opportunities.

- *Available technology* – We recognize that not all students have ready access to the technology needed (including computers and high-speed internet access) to participate in online classes. We are asking faculty and staff to be as flexible as possible during these circumstances. Remember that, in most cases, you can access all the tools necessary to take online classes (including Canvas) on your smartphone or mobile device. The LRC (LB vs. Merced—table for tech and internet) will remain open with computer access and training available for those students requiring additional support.

For further information and updates, please visit:

- <https://www.mccd.edu/students>
- <https://www.facebook.com/mercedcollege>
- <https://twitter.com/mercedcollege>

Unless otherwise noted, this plan will remain in effect through the end of the Spring 2020 semester. Thank you for your continued cooperation and patience as we work through this unprecedented event. Please direct any further questions to your professor.