

Merced College Students,

As of today, March 12, 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. Some professors may begin the transition to remote instruction as early as Monday, March 16th. Your professor will contact you if this applies to your class.

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

Monday, March 23 – Friday, May 22: Unless otherwise notified, all lab classes will continue to be delivered face-to-face in their regularly scheduled location/time. All other classes will meet remotely.

Graduation Ceremonies: Graduation ceremonies are being evaluated for health and safety considerations. At this time, no determination has been made regarding graduation. We will communicate with students as decisions are made.

Campus Services (Merced and Los Banos): Student Support Services will remain open on-site as well as online:

Student Support Services	Location	
	Merced	Los Banos
Academic Support (SSTC, Study Central, Tutorial Services)	(209) 384-6145, Learning Resources Center	(209) 381-6421, Building A
Admissions & Records	(209) 384-6187, Leshar 2 nd floor	(209) 826-3495, Building A
CalWORKs	(209) 384-6233, Leshar 3 rd floor	(209) 381-6428, Building A
Canvas Training	Learning Resources Center	Building A
Counseling (General)	Remotely via Zoom or phone. Please call (209) 381-6478 to schedule an appointment	Remotely via Zoom or phone. Please call (209) 826-3495 to schedule an appointment
DSPS	(209) 384-6155, Leshar 2 nd floor	(209) 381-6423, Building A
EOPS	(209) 381-6595, Leshar 2 nd floor	(209) 826-3495, Building A
Financial Aid	(209) 384-6031, Leshar 3 rd floor	(209) 826-3495, Building A
International Students	(209) 384-6229, Vocational Building #116	N/A
Student Health Services	(209) 384-6045, Student Union	(209) 386-6716, Building A
Student Fees	(209) 384-6212, Leshar 3 rd Floor	(209) 386-6752, Building A
Technical Assistance	(209) 384-6145, Educational Technology & Training Center	(209) 381-6421, Building A
Veterans	(209) 384-6161, Student Union	N/A

- Tutorial services also will be available via SmartThinking and Zoom.

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+

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.