1. **Do we have any preliminary plans for alternative environments for programs that rely heavily on in-person instruction? (Like music classes, athletics classes, etc.)**
   a. At this time, we do not plan to move classes that rely heavily on in-person instruction, like music, welding, public safety, etc. By transitioning many of our other classes online, we will decrease the number of people on campus and reduce crowds, which follows the social distancing protocol.

2. **If we move to online instruction, will the same resources be available, such as the library or counselors?**
   a. Yes, the library has a full plan to continue to provide resources to students. The counseling department, among other student services areas (including financial aid, EOPS, etc.) are preparing to leverage technology to provide full support to students. In addition, the Writing Center will see students via Zoom Conferencing online.

3. **Many staff members have been concerned about alternative work locations. Many student employees have also been concerned about not being able to work. Do we have updates on how pay might be affected (for staff and student employees), and how alternative work locations might work for staff and student employees?**
   a. Student employees should work with their direct supervisors. For example, in Student Success and Equity, supervisors have developed a list of projects for the student employees to work on from home, if that becomes necessary. At this point, students will continue to report to campus. Students can also work with their supervisors to make up hours after a closure if needed.

4. **How will lab classes work? Will there be spaces provided to continue to conduct class in-person if necessary?**
   a. Labs that cannot be moved will continue to meet in person for now. This is in line with Gov. Newsom’s recommendation to reduce crowds over 250 people. We will only be holding small 25-30 person gatherings for now, unless the situation develops.

5. **Who is part of the second wave?**
   a. The second wave will be faculty who are ready after having participated in additional training and feel confident using the online resources (Canvas, Zoom, etc.). Academic Technology is holding many trainings to prepare faculty to make the transition. Waves are being activated on a volunteer basis.

6. **How long will Bakersfield College conduct online classes?**
   a. The situation is developing minute to minute. We have not set a hard stop for the transition - if the threat of COVID-19 disappears, we will assess and communicate those changes to the community. For now, we will practice caution and plan for both the short and long term.
7. How much do students know about what is going on?
   a. At https://www.bakersfieldcollege.edu there is a series of communications since February 27. Dr. Damania also just sent a Bc_all today to clarify the Wave 1 instructional shift. We encourage faculty and staff to keep their students updated via appropriate channels (email, Remind, GroupMe, etc.).

8. I have heard that some companies are requiring a two-week time-off period after traveling, before returning to work. Would this be something BC may think about implementing?
   a. At this point we are following the California Community College guidelines for travel. If you are traveling to an area that has a level 3 travel advisory, you must do a self-quarantine. Visit our website https://www.bakersfieldcollege.edu/covid19 to find the link to the travel restriction guidelines.

9. What will incoming freshmen students who have scheduled meetings with counselors next week do?
   a. I think you’re referencing the high school outreach. We are following the site’s protocol – if the high school has not closed, we will continue with workshops.

10. How far out is BC currently making adjustments? Any plans for summer sessions yet?
    a. We are watching daily and considering both the short and long term.

11. What about students taking classes at satellite locations, such as CSUB? I hear they are going remote for all of spring semester.
    a. The BC Southwest campus will follow BC’s protocol, not CSUB’s.

12. If we move into Level 3 (physical closure), will faculty still have access to the science labs? For example, would faculty be able to video themselves doing some of the lab techniques?
    a. At this time, science faculty have access to labs for the foreseeable future. The only reason we foresee that changing is if a third party (i.e. the government) forces a physical closure. We have no reason to believe that is imminent.

13. Who is included on the "bc_prezmessage" list serve?
    a. This listserv goes to BC faculty and staff.

14. Where is the website that lists the BC courses that have transitioned to online?
    a. Full website: https://www.bakersfieldcollege.edu/covid19
    b. Course website: http://www.bakersfieldcollege.edu/covid19/course-update

15. Will graduation be impacted?
    a. At this time, we are uncertain about graduation. We are taking this day by day - hoping for the best and preparing for the worst.

16. Are events on campus being postponed/canceled?
    a. Every event is on our watch list. You can see the status of upcoming events here: https://www.bakersfieldcollege.edu/covid19/event-status.

17. Will the food pantry on campus remain open?
    a. The Pantry will remain open at this time. However, Student Life will continue moving toward an online presence by Monday, March 16, with minimal staffing in the office. Pantry resources will be non-perishable items only. However, students can call 2-1-1 for other options if they cannot come to campus.
Discussion re: Online/Zoom Recommendations

1. When logging into Zoom, it is best to log on via a computer and then use the “phone call” option to improve audio connection. Joining audio by phone in addition to joining the video by web will give you the clearest audio and ensure poor internet connections do not interrupt the content. You will be given a phone number to call and a meeting ID (see example below).

![Zoom screen capture showing phone call and meeting details]

2. If you are not the host of the meeting, upon entering Zoom, you may be able to “mute” yourself from the group by clicking the “mute” button on the lower left-hand screen (see below).

![Zoom screen capture highlighting the mute button]

3. To participate in the chat room, click on the “chat” tab towards the bottom of the screen and a chat box will appear.

![Zoom screen capture showing chat tab and chat box]