

## **TVCC IS OPEN**

*In accordance with Governor Brown's Executive Order, TVCC is prohibited from conducting in-person classroom, laboratory, and other in-person instruction from March 21, through April 28, 2020. However, the college is open with limited on-campus operations and services. For the latest information on college operations during the COVID-19 situation, please go to [www.tvcc.cc](http://www.tvcc.cc)*

## TVCC COVID-19 UPDATE

March 22, 2020



To all Students, Employees and Community Members:

It's hard to believe how quickly the world has changed in just two weeks. TVCC remains committed to helping stop the spread of COVID-19 while still maintaining essential services to students.

As you learned in the March 20, 2020 message, Governor Kate Brown has ordered all colleges to cease face-to-face instruction until April 28. In addition, employees are only permitted to perform "critical functions" on campus during this time period. The College has decided to get as many employees as possible in a place where they can work from home, irrespective of whether they perform a critical function (because they all do!). We believe this is what the spirit of the Governor's order requires.

TVCC's IT Department has worked tirelessly to ensure the necessary technology is available. The list of their accomplishments over the last two weeks is too big to set forth here, but it includes:

1. Every employee is now setup for Zoom access.
2. All course shells have been uploaded on Canvas.
3. Zoom, the software for virtual classes, and Respondus, a lock down browser, have been installed on each shell.
4. Numerous "how to" lists have been created.
5. New hardware, software and licenses has been purchased and installed.
6. Virtual Desktops (VDI) machines for people to use remotely have been set up.
7. The VPN gateway is configured and can now install on any machine. This will provide access without having to use a VDI machine.

We know there may be a glitch or two along the way, but the IT staff is ready to immediately address any issue that may arise. Our IT staff, Scott Carpenter, Randy Seals, Terry Howard, Aaron Strawser, Audrey Vega, Cade Horning, Cody Krebbs and Kat Silonis, deserve a big thank you!

The College would also like to acknowledge Nicole Baird, the Instructional Designer, and Nila Stephens, a Business Department faculty member. They have been providing one-on-one training for all employees who need assistance with Zoom. Thank you both!

Employees: Don't forget about the virtual classes the College is offering. If you are one of the employees working from home or partially from home, please consider signing up for a class.

Not only will it help enrollment but will allow you to connect with others during this period of isolation.

***The housing policy has also been updated. At this point in time, there will be NO visitors allowed in the residence halls. While we do not want to separate residents from their families, we feel it was the best course of action at this time. The more we can isolate, the less the virus will spread, and the sooner the world can return to some semblance of normalcy.***

The Human Resources staff will be on campus Monday and plan on visiting each department in person with strict adherence to social distancing. We will continue to collect the work at home agreements and will answer any questions you may have. Starting Tuesday, HR will begin splitting time between working at home and working on campus but will remain available to assist you. We remind you to stay home if you are sick.

Students and staff: Remember that IT has uploaded many documents to assist you as you work from home. To access the documents, including how to check your voicemail remotely, do the following:

1. Log into My.tvcc.cc
2. Go to the Help section in the blue horizontal menu bar
3. In the left side navigation box, you will see a link for Student Help Documents and Staff Help Documents.
4. Click those links and you can explore the help documents

We know the world seems frightening right now, but, as Winston Churchill said, “The pessimist sees difficulty in every opportunity. The optimist sees opportunity in every difficulty.” Opportunities include spending a little more time with your family, getting to work all day with your pet by your side, and discovering your inner strength.

If we all work together and follow the orders and recommendations of the government and public health agencies, we will stop the COVID-19 virus. And when the last cough occurs and final fever breaks, we will be come out on the other side stronger than ever.