

Students, Faculty and Staff of Vaughn College,

I hope that you are well and were able to enjoy the holiday season.

As you know, the Omicron variant has increased the number of Coronavirus cases in our region and for the safety of our community we are adding additional vaccination requirements as well as making some changes to the start of the semester for both academic and Aviation Training Institute (ATI) students. Please read the email below carefully for further information.

Additional Vaccination Requirement for All

Students, faculty and staff (except those who have received an approved medical or religious exemption) are already required to have received two doses of vaccination (or one dose of the Johnson & Johnson vaccine). We are now requiring that that you have also received a booster shot if you are eligible. Proof of your booster needs to be provided by Monday, January 24 and should be uploaded into your VitalChecks account. Additional information on how to upload that information will be emailed to you directly.

Aviation Training Institute Students and Faculty

You are an ATI student if you are enrolled in classes that begin with two letters and two numbers (e.g., GD01, AE20, etc.).

We are moving the first day of classes to Sunday, January 23 (check your schedule to see when your classes begin that week). Faculty who teach certain classes will have the option to conduct instruction remotely for the first three weeks of class and *students should check their D2L accounts for more details and if remote instruction applies to you.*

Faculty members should work directly with Vice President of Training Domenic Proscia on next steps.

This change in the start date will also result in a change in the calendar for the term and *classes will be scheduled Monday, March 28 to Sunday, April 3 (previously listed as spring break).*

Academic Students and Faculty

The first day of class will be Tuesday, January 18 and all classes will be entirely remote for the first week. Beginning Monday, January 24, students may choose to attend either in-person (if you have fulfilled the booster vaccination requirement or have received a medical or religious exemption) or remotely. Lab classes will be conducted in-person beginning Monday, January 24, unless approval has been granted by the chair of the department and students will be notified by the faculty member if your lab is remote.

No further change to the academic calendar is planned at this time.

Residence Hall Students

Students returning to the residence hall will need to provide proof of a booster shot (if eligible) **and** a negative Covid test to move in. Dates to return to the residence hall for academic students remain unchanged. If you are an ATI student who lives in the residence hall, you will

receive an email directly from Director of Residence Life Becky Falto about move-in.

Staff

I have asked that we keep staffing to a minimum during this increase in infections. Staff members should work directly with their supervisors to determine when they need to be on campus and work remotely all other times.

Students with Questions

The Zoom Front Desk is available to help answer questions and direct you to resources. If assistance is needed with tech support, the IT Helpdesk can be reached via the Zoom Front Desk.

Hours: Monday through Friday from 10 a.m. to 4 p.m.

Join by entering **Zoom Meeting Room ID# 989 7485 1705**, or by visiting: bit.ly/VCFrontDesk.

For questions regarding the Vaughn Zoom Front Desk or if you need to borrow educational technology such as a laptop or camera, or you need assistance with specific software for your courses, contact Nikiya.Thomas@vaughn.edu.

Faculty with Questions

Academic faculty please reach out to the chair of your department.

ATI faculty please reach out to Domenic Proscia.

Staff with Questions

Please reach out to your supervisor.

A reminder to all of us, when you are on campus, please ensure that you are wearing your mask over your mouth and nose and that you regularly wash or sanitize your hands.

Thank you for your continued flexibility as we navigate this ever-changing pandemic, and feel free to reach out if you have any questions.

Sharon