STRATEGIC OBJECTIVES

To protect the health and safety of our students, employees and communities.
To be prepared to begin completing the Spring semester through online, hybrid, and alternate classwork, depending on the type of course, and make up one week of lost instruction time, if possible.
To keep students on track for completion through student services.
To enable the majority of the College employees to work remotely, while continuing to provide necessary services, with some working on campus.
To retain full-time and part-time employees, reduce turnover, increase morale, help employees focus on work, and facilitate future return to normal operations.
To keep our communities informed.
ONGOING EXTERNAL INPUTS

ONGOING INFORMATION INFLOWS AND PARTICIPATION

- Daily state-wide calls with Texas Department of State Health Services as available.
- Once per week call with Howard County Emergency Response Team and area emergency teams.
- Daily state-wide call with Texas Association of Community Colleges, Legislators and staff members, Texas Higher Education Coordinating Board representatives and other state leaders.
- Communication with area ISD Superintendents as needed.
- Calls as needed with peers, ISD contacts, TACC, TACCBO, THECB, LBB and others.
INSTRUCTIONAL PLANNING

WEEK OF PLANNING, PREPARATION, AND DEPLOYMENT - MARCH 16-20
CAMPUSES: DEANS, DEPARTMENT CHAIRS, FACULTY AND STUDENT SERVICES

- Develop strategies for course delivery, student support services, and broader campus operations.
- Assign experienced online faculty to help others who are not.
- Plan how to deal with the student access issues.
- Coordinate with ISDs regarding dual credit and ECHS students.
SERVICE DEPARTMENT PLANNING

WEEK OF PLANNING, PREPARATION, AND DEPLOYMENT - MARCH 16-20
DISTRICT-WIDE DEPARTMENTS: COLLEGE SERVICE DIVISIONS

- Develop strategies to continue to deliver needed college services, both remotely and in person.
- Equip employees to work from home on regular tasks, as required.
- Outline projects, policy and procedure development, and other meaningful tasks that will be fruitful for staff to work on during this period.
- Redeploy employees into other departments or divisions as needed to meet needs.
- Adapt to the changing daily environment and continue to adjust throughout the process.
GOVERNMENTAL AND LEGAL PARAMETERS

DECLARATION OF EMERGENCY BY PRESIDENT AND GOVERNOR HAVE RESULTED IN:

- College's ability to use Emergency Meetings provision for Board meetings, as needed.
- State's waiver of normal state bidding/procurement rules.
- Other rules may be waived with permission from Office of the Governor.
- Possibility of some reimbursement of extra costs via state or federal resources.
- Relaxing of some requirements from various accreditation and oversight bodies.
IDENTIFICATION OF SPECIALIZED PURCHASES - SAMPLE TYPES:

- Identity Access Management System - one-stop web portal for students and employees to sign into the College systems.
- Laptops, cellular wifi, other mobile computing devices, headsets, ad other peripherals to support remote working and student access needs.
- Additional software licensing to support increased demand.
- Additional sanitizer and sanitation supplies.
- Conference Options to include expanded call-in ports and toll-free number for public meetings.
- Screening equipment - thermal imaging, other.

MAINTAINING WORKFORCE STABILITY

- Identifying meaningful work for each employee (FT and PT).
- Dealing with individual circumstances of each employee (FT and PT).
- Travel form and underlying health conditions.
- Keeping safety and security paramount.
- Practicing social distancing.
- Maintaining meaningful and effective communication.
ONGOING WORK

SPECIAL CATEGORIES:

- Sports Teams.
- Continuing Education - CNA, Prisons.
- Child Care Center (Howard Cottage).
- Contractors delivering services, construction, etc.
- Federal and State work-study students.

UPCOMING DECISIONS

- Graduation.
- Recognition events.
- Hiring volume.
- Timeframe to resume normal operations.
- When to facilitate temporary face-to-face services.
- When to finalize and approve 2021 budget.
- Whether to completely close selected buildings.
- Decisions regarding election.
- Modifications to Summer registration.
- Modifications to Fall registration.
BOARD OF TRUSTEES

BOARD ACTIONS AND DECISIONS:

- Format of upcoming Board Meetings: Face-to-Face or by Telephone
- Consideration of proposed Resolution of the Board of Trustees - COVID-19
  - Delegates various authorities to President to act in place of Board:
    - Payment of employees during emergency closure
      - Implement provisions of Policy 3.1, 3.3 and 3.4
      - Compensation
      - Determine purpose and parameters of payments
    - Alter 2019-2020 calendar
    - Guidelines regarding time off
    - Ability to seek waivers from THECB, others
    - Ability to procure
Tough Times Don't Last... Tough Community Colleges Do!

#hawksflytogether