

**From:** [Communications](#)  
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**Subject:** County Public Health Order  
**Date:** Tuesday, March 17, 2020 5:19:09 PM  
**Attachments:** [OC+Order+of+Local+Health+Officer\\_March+17+2020-1.pdf](#)

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## **From the Office of Chancellor Kathleen F. Burke, Ed.D.**

Greetings Staff and Faculty:

The last few weeks have changed our work and home environments dramatically. On behalf of the Board of Trustees and all of the leadership within the South Orange County Community College District, we thank you for your cooperation during this time.

Today the Public Health Officer of the Orange County Health Care Agency announced an order to close all non-essential businesses and functions throughout Orange County through March 31, 2020 (Please see attached).

In the order, educational institutions are defined as essential when implementing distance learning or performing essential functions, provided that social distancing of at least six feet per person is maintained to the greatest extent possible.

**Faculty should continue preparing to move their courses online and may come on campus on Wednesday, March 18 to continue that work and to pick up any resources needed to teach online from home.**

**All staff are expected to report to work on Wednesday, March 18 to receive directives from their supervisors/managers about work assignments in which to engage from home. Employees will be sent home on March 18 as soon as practicable in consultation with their supervisor/manager.**

**Mission critical staff will be identified by supervisors/managers and given further direction related to continuing to report to the work site.**

Follow-up information and instructions about how to access vital tools to work from home such as DUO, Zoom, etc., will be sent to you from the office of Vice Chancellor Robert Bramucci.

Additionally a Frequently Asked Questions (FAQ) sheet will be developed and available on the District website.

Thank you for your patience and cooperation during this time. Although we understand that this may be our new temporary normal, there is no need to panic. Please remain steadfast in maintaining your health and staying in touch daily by reading the email communications and visiting the following district and college webpages with updates.

- [SOCCCD COVID-19 Updates](#)
- [Irvine Valley College COVID-19 Updates](#)
- [Saddleback College COVID-19 Updates](#)