

Dear Students:

As we continue to assess the COVID-19 situation around San Diego County, it is important to maintain the health and safety of all students and employees at Southwestern College.

Below is important information for our students as Southwestern College continues to make preparations for moving **all face to face classes and labs to online or distributed instruction for the period of March 16-March 20th.**

Students should continue to report to their classes and employees report to their regular work schedules through Sunday, March 15. Students and employees experiencing COVID-19 or flu-like symptoms should continue to stay home.

Remote/Online Campus Timeline

Southwestern College will follow the timeline below while we continue to monitor the COVID-19 situation throughout San Diego:

- **March 16–20:** All face-to-face classes and/or labs will be held online or through distributed instruction.
- **March 23–27:** Spring break will occur as scheduled.
- **March 30:** Face-to-face classes and regular college business will resume. All students and employees should report back to their respective campuses.

We will continue to monitor the COVID-19 situation in San Diego and readjust our prevention efforts as needed.

Class Format March 16th-20th

All classes that are taught on a Southwestern College campus will be moved to an online or distributed learning format during this time. Each instructor will decide the modality of instruction for their courses. **Please make sure you check with your instructor as soon as possible so that you are aware of how your instructor will instruct next week. Please contact your instructor if you do not have access to a computer or internet.**

Online Learning Training for Students: Training Schedule link: <https://www.swccd.edu/locations/online-learning/index.aspx>

The Online Learning Center will begin providing training for both faculty and students to learn a variety of instructional methods so that classes may continue in the virtual environment. Faculty members who teach face-to-face classes may use ConferZoom to deliver real-time online lectures, hold interactive sessions and office hours. In addition, course materials may be shared through the Canvas Learning Management System, including videos or podcasts of lectures, readings, assignments, and tests.

Please consider attending a [Canvas & ConferZoom Student Orientation](#) so that you are prepared to use Canvas and Zoom in the event that your instructor(s) moves your class instruction to the online environment. All orientations are one hour, and they are offered on the Chula Vista campus and also online beginning March 12th.

If you have any questions about the training, please feel free to contact the Online Learning Center at onlinelearning@swccd.edu.

DSS Services

Students who have Disability Support Services (DSS) authorized accommodations should inform their instructor about their accommodation needs for online formats (i.e., extended test time, captioning, other needs). Students with disabilities who experience any challenges with accommodations online can email DSS at dss@swccd.edu.

Students Experiencing Fevers and/or Respiratory Infection Symptoms: [Link to Coronavirus Prevention Tips Sheet](#)

If students are experiencing a fever and/or respiratory infection symptoms (fever, cough, shortness of breath), we are asking that those students go home immediately.

Southwestern College is also temporarily converting the meditation room outside Student Union East into a “sick room,” that will be staffed. If a student is unable to go home immediately, as they wait for a ride or their bus, they should be sent to the temporary sick room. We encourage faculty to consider that a lack of attendance or participation will not impact a student's grade during this extraordinary time.

The Meditation Room will be temporarily moved to Room 67A-107 J&K located in the Student Center next to the ASO offices. Directional signs to the temporary Meditation Room are posted within the Student Center.

Online Academic Counseling

Distance Counseling services will be offered online March 16th-20th via <https://www.swccd.edu/student-support/counseling-and-career-advisement/ask-a-counselor.aspx>. The virtual counseling sessions will allow you to communicate with a counselor on-line. Please view the instructions on the link above.

Personal Wellness Counseling

Scheduled appointments with Personal Wellness Services will be available via telephone March 16th-20th. Students with scheduled appointments with Personal Wellness Services will be contacted for further instructions for scheduled appointments. If you have questions regarding Personal Wellness Services, please e-mail SWCPersonalWellness@swccd.edu.

Campus Events and Meetings

All public events and meetings at all our campuses (Chula Vista, National City, San Ysidro, Otay Mesa and Coronado) will be canceled during the period of March 16th through March 29th. Athletic events will continue as scheduled without spectators.

Travel Advisory

We encourage you to follow the [Centers for Disease Control \(CDC\)](#) and [U.S. Department of State](#) recommendations for travel. CDC currently advises against non-essential travel to China, Iran, Italy, or South Korea. Aside from any risk from coronavirus itself, the transportation bans and infrastructure disruption are significant. It is also possible that U.S. borders might close to re-entry from some areas, making it challenging to return. **We also ask that you send an e-mail to admissions@swccd.edu if you do have any travel plans scheduled to take place after March 15th.**