

NORTHERN VIRGINIA COMMUNITY COLLEGE
DAILY COVID ADMINISTRATIVE COUNCIL MEETING MEMO
SUMMARY OF ACTIONS TAKEN ON
May 18, 2020

IN ATTENDANCE (alpha order): Charlotte Calobrisi, Ina Dimkova, George Gabriel, Annette Haggray, Sam Hill, Pam Hilbert, Corinne Hurst, Dana Kauffman, Chad Knights, Anne Kress, Julie Leidig, Molly Lynch, Lindsay Mills, Steve Partridge, Kelly Persons, Nicole Reaves, Sheri Robertson, Steve Sachs, Frances Villagran-Glover

1. The Administrative Council began the planning for a phased return to work. VP Dimkova reported that starting on May 18 that Facilities, Warehouse, Mailroom and IT will be returning to the campuses to begin the preparation. They will be following the CDC guidelines wearing masks, social distancing and not having more than 10 people together in one area. Dr. Kress stated that the Administration will be returning in Phase 1 which will be on or about June 1.
2. AVP Calobrisi will be preparing Zoom meetings and FAQ's that will be posted on the website to help answer questions. There will be a form to submit a request for an accommodation if someone is considered "high risk" as outlined per the definition by the CDC.