



UC Hastings Law

SAN FRANCISCO

March 8, 2020

Dear UC Hastings Community,

We are writing to provide updates on UC Hastings campus operations starting on **Monday, March 9th**.

The situation surrounding COVID-19 is quickly changing and we will continue to keep you informed of developments regarding its impact on UC Hastings. Please do not hesitate to reach out to any one of us if you have any questions or concerns. Our primary concern is the health and well-being of everyone in our community. To that end, **this email provides important information about continued operations on the UC Hastings campus.**

As noted in our message at the end of last week, we remain in close communication with the [Centers for Disease Control and Prevention \(CDC\)](#), the [California Department of Public Health](#), and the emergency management teams with the University of California Office of the President and UC campuses. Guidance and campus practices are changing very quickly; the following measures adhere to current best-practices as recommended by these organizations.

Non-essential events and meetings other than classes during the period March 9th through March 20th

Per updated CDC guidance, we are now directing the campus community to **move to a virtual environment, postpone, or cancel** any non-essential events or meetings, regardless of size. **This directive applies for the next 14 days (March 9th through 20th)**. This includes all not-for-credit activities other than routine department or faculty meetings. There is a process for obtaining exceptions to the event cancellation directive; if you believe your event is essential and should not be cancelled, please contact one of the persons listed in the table that follows:

Community Group	Point of Contact for questions	Guides for transitioning to a virtual environment
Faculty, centers, academic program departments (CDO, OASIS, etc.)	Academic Dean Morris Ratner (ratnerm@uchastings.edu)	· Hosting Meetings Virtually on Microsoft Teams
Students and student organizations	Assistant Dean of Students Grace Hum (humgrace@uchastings.edu)	· Remote Collaboration on Microsoft Teams · Student FAQs
Staff	Assistant Chancellor & Dean/Chief of Staff Jenny Kwon (kwonjenny@uchastings.edu)	· Remote Collaboration on Microsoft Teams · Staff FAQs

Where applicable, please update the events calendar, Astra, your websites, MyHastings pages, and/or calendar invites accordingly.

Course administration as of March 9th

Classes are considered essential, so students are required to attend. Classes will resume Monday, March 9th, but please note that:

- Students may elect to attend classes virtually in nearly all classes starting Monday, March 9th, pursuant to the petition process described in Assistant Dean of Students Grace Hum's [FAQ to students](#). A student's good faith belief of being at risk of contracting COVID-19 is sufficient to justify online attendance. The petition process is self-executing; that is, you can simply file the petition and then "attend" your classes by viewing videos online. While individual faculty have the option of insisting on in-person attendance, we expect few faculty will do so; and
- It is possible that, as circumstances warrant, the College may require that all or nearly all classes migrate to distance learning platforms like Microsoft Teams.

Please be on the lookout for email updates as we may need to move quickly to a fully remote environment. Per guidance from Academic Dean Morris Ratner, faculty are already preparing for moving to distance education platforms, and students will be able to watch automatically uploaded recordings from all large classrooms via Panopto starting March 10th.

Travel restrictions through March 20th

To this point, we have restricted all non-essential business-related travel to countries that are listed as a 'Warning Level 3' by the CDC. In accordance with CDC guidance, we are now directing students, faculty, and staff to **suspend all non-essential business-related travel** between now and March 20th. This includes both domestic and international travel.

We will continue to update you as things change. Note that you will hear more about your constituency group as needed from the Academic Dean (faculty), Assistant Dean of Students (students), and Director of Human Resources (staff) accordingly.

Remember again to follow [healthy habits](#) and please **stay home if you feel ill**.

Type of Coronavirus-Related Question	Point of Contact
Pandemic response policies	HR Director Andrew Scott (scottandrewf@uchastings.edu) or Executive Director of Operations Rhiannon Bailard (bailardrhiannon@uchastings.edu)
Curriculum, classrooms, exams, or faculty illness	Academic Dean Morris Ratner (ratnerm@uchastings.edu)
Individual students or Academic Regulations	Assistant Dean of Students Grace Hum (humgrace@uchastings.edu)
Classroom or Distance Education Technology	Associate Dean Camilla Tubbs (tubbsc@uchastings.edu) and other persons to be designated in the event of a required move to distance learning

The [MyHastings page on the Coronavirus](#) remains the best place for current updates. We recognize that this is a stressful time. The health and safety of our campus community is of utmost importance.

Best Regards,

David Faigman
Chancellor & Dean

Rhiannon Bailard
Executive Director of Operations

Andrew Scott
Director of Human Resources