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April 14, 2020

Dear Students:

I hope that the current Spring Break is serving you well. As we prepare to enter the second half of our Spring Semester, I have four important items to share with you.

1. Campus Closure Update
2. Parking Permit Status
3. Pass/No Pass Deadlines
4. Hotpot Devices for Internet Access

### **Campus Closure**

Both the Verdugo and Garfield Campuses will remain closed for the remainder of the spring semester. While we remained hopeful that the statewide stay-at-home order would be lifted in May, today the Governor announced that the order will remain in effect until further notice pending six key indicators. Therefore, in order to provide you some certainty, we are officially announcing that our current remote learning model will remain in place for the duration of the semester which ends on June 10, 2020. The overwhelming likelihood is that this status will also continue into summer. That decision, however, will be made based on the directions of state and LA county health officials. I am very proud of the outstanding work done by our faculty and staff to make the transition to remote learning as successful as possible and I offer a big thanks to you for adapting to this unprecedented change.

### **Parking Pass Status**

Since the campus closed just four weeks after classes began, those who purchased a parking permit for the spring semester will be allowed to use the same parking permit for the fall semester. Simply keep the pass and use it when the campus reopens. For those who would prefer a refund, we are working on a plan that will allow you to return the pass for compensation while adhering to the stay-at-home order. Please contact the Student Fees Office if you have any questions regarding refunds and parking permits.

### **Pass/No Pass Deadlines**

Following recent changes in state regulations, GCC is now able to extend the time in which students can petition to be evaluated in a course on a Pass/No Pass basis rather than a letter grade. You now have more flexibility to choose the Pass/No Pass option for spring 2020 courses until the established deadlines posted on the Session Dates and Deadlines webpage. Note: the first deadline is this Saturday, April 18, 2020.

As you consider the Pass/No Pass option please consider the following:

1. Courses taken for Pass/No Pass will be indicated on your transcript as “P” with units earned and no grade points, or “NP” with no units earned and no grade points. Any units attempted for which you receive the “NP” symbol will not be considered in probation and dismissal procedures for the spring 2020 semester. Please be aware that once you choose Pass/No Pass you will not be permitted to change back to the letter grade option while a course is still in progress, or convert a Pass/No Pass symbol to a letter grade once a final grade is assigned for your course.
2. You are **strongly advised to speak with a Counselor** for help with determining how Pass/No Pass may affect your future academic plans. Each college or university you may seek to attend in the future has its own policy on courses taken for Pass/No Pass related to admissions, transfer credit, prerequisites, graduation, and other academic requirements. It is your responsibility to verify the Pass/No Pass policies of individual transfer institutions or graduate/professional schools.
3. Additionally, changing from a graded course to the Pass/No Pass option may impact your financial aid eligibility for future terms. Therefore, you are **strongly encouraged to speak with a Financial Aid adviser before choosing this option.**
4. You must file a petition to change your enrollment in a course to Pass/No Pass. The Pass/No Pass petition is available on the Admissions & Records website at A&R Forms and must be submitted via email to: ARDocs@glendale.edu.

If you are seriously considering the Pass/No Pass option, we **strongly recommend that you speak with a counselor.** If you're not sure about the decision, we have created a simple interactive guide that walks you through completing a Pass/No Pass petition.

### **Access to Computer and Internet**

For those of you who have limited to no Internet access at home, GCC has secured Wi-Fi hotspot devices that you may check out. You may request a device by emailing [laptopcheckout@glendale.edu](mailto:laptopcheckout@glendale.edu) with your name, GCC ID number, email address, and “Hotspot Request” in the subject line. A library staff member will contact you to set up an appointment.

For those who need to check out a computer, the Library has ordered more Chromebooks, but there is no confirmed date of arrival. If you would like to reserve a Chromebook, you can email you request to [laptopcheckout@glendale.edu](mailto:laptopcheckout@glendale.edu) or call 818-240-1000 ext. 5586.

I know this is a lot of information, but I want to keep the emails to a minimum so you can focus on your school work. Please enjoy the remainder of this most unusual spring break. We look forward to reconnecting on Monday when classes resume. By working together and maintaining a positive attitude we can finish this semester on a strong note while achieving your educational goals.



David Viar  
Superintendent/President