

# Suffolk County Community College

## College Brief

NO. 24            October 27, 2021

TO:                The College Community

FROM:            Dr. Edward Bonahue  
                      President

SUBJECT:        Advancing the Safe Start Task Force Recommendations for Spring Semester

At this past Monday's Safe Start Task Force meeting, the task force revisited its summer recommendation to return all on-campus classes to 100% classroom capacity. After discussion, there was unanimous support for implementing 100% classroom capacity for our spring 2022 semester. It was also discussed and reconfirmed that all students, faculty and staff will continue to be required to wear a mask in classes and labs, inside public areas of all college buildings, and in any crowded outdoor settings.

From the standpoint of optimizing our enrollment and serving students, adjustments to class capacity need to be made before registration begins, and so I am asking the registrar and associate academic deans to move forward on this task. At the same time, I am asking the leadership teams at each campus—especially the associate deans and department chairs—to review how courses are assigned to classrooms with appropriate capacities, and to make schedule adjustments accordingly.

I also wish to remind all non-instructional staff that they are required to return to 100% on-campus staffing (five days per week) beginning Monday, January 3, 2022. However, based on student needs or other operational priorities, departments may ask staff to return to a 100% schedule prior to that date if needed (as many have already done). Any employee requests for reasonable accommodations for spring 2022 should be made to [ASKHR@sunysuffolk.edu](mailto:ASKHR@sunysuffolk.edu) by November 12<sup>th</sup> to ensure ample time for review before the upcoming semester.

Please also know that the college continues to monitor public health conditions closely over the next two months, and if conditions change, we will take appropriate action immediately.