



North Hennepin
Community College
A member of Minnesota State

Engaging students, changing lives

September 4, 2020

4:30 p.m.

Dear Colleagues and Students:

These are ever-changing times. We know there are a number of hurdles to overcome; collectively we will accomplish the Chancellor's directive and guidance by focusing our efforts on these two priorities:

- **To safeguard the health, safety, and welfare of our faculty, staff, and students**
- **To enable students to progress toward their educational goal**

OFFICIAL TRAVEL

As of September 1, 2020, President García may approve official (ground) transportation within MN, to WI, IA, SD, and ND. All other official domestic travel must be submitted thru channels to Vice Chancellor Maki for approval.

Requests for college related travel outside of Minnesota and contiguous states will be considered on a case-by-case basis and should be submitted to Bill Maki, Vice Chancellor. The waiver request should include the details of the proposed travel, brief rationale of it, and verification of presidential endorsement.

POSITIVE COVID-19 CASES

NHCC and other Minnesota State Colleges and Universities now report the number of positive COVID-19 cases to the System Office weekly. To date, NHCC has only reported three employees and five students.

CASHIERING HOURS MODIFIED FOR LABOR DAY

Because the college will be closed on Monday, September 7, 2020 in observance of Labor Day, the Accounting and Fees Department will be open on Tuesday, September 8, 2020 from 2pm – 6pm in the CBT Building to serve student who are making cash payments on their accounts.

SYSTEMWIDE COVID-19 DASHBOARD

Minnesota State and of the colleges and universities will develop a common dashboard for tracking and reporting cases of COVID-19. The goal of using a common dashboard is to provide consistent data for monitoring the impacts of the virus on campuses. The dashboard will be built from data collected through the campus weekly reports, screening tool utilization reports, and relevant data published by Minnesota Department of Health. The dashboard will be public which will aid in statewide conversations and media requests. More soon.

Better Together,

A handwritten signature in blue ink that reads "Stephen E. Kent". The signature is written in a cursive style with a horizontal line crossing through the middle of the name.

Stephen E. Kent

Vice President of Finance & Facilities

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