

8/24/2020

Dear Union County College Community,

We are in the countdown to the fall semester with just over a week to go until the first day of classes! To our students, we look forward to a new semester of teaching and learning. It will look different than prior fall semesters, but we hope you are excited to dive in. To our employees, thank you for your commitment to helping our students succeed. We could not transform our community, one student at a time without your dedication. **New information is noted in RED.**

Masks Required on Campus

If you will be on campus for any reason, please remember that you must wear a face covering at all times. No exceptions. Please plan accordingly.

Updated hours for select in-person services for students available

All College campuses are open for select in-person services. Remember, remote services are still available.

- Student Services Centers (remote services continue to be available)
 - For assistance with applying, registering for classes, financial aid, advising, disability services, veteran's services, placement testing, and tuition payment.
 - Locations: Cranford – Student Development Bldg.; Elizabeth – Lessner Bldg., 1st floor; Plainfield – Logos Bldg.
 - Hours: Monday-Thursday 8:30am-7:30pm & Friday 8:30am-4:30pm
 - **Saturday, August 29 from 10am-2pm in Cranford and Elizabeth**
- Tutoring through the ALC (remote and online tutoring continues to be available 24/7)
 - Locations: Cranford – McKay Library; Elizabeth – Lessner Bldg., 3rd floor; Plainfield – Annex Bldg., Library
 - Hours: Monday-Friday 8:00am-5:00pm
- Study Hall (safe, socially distanced, air conditioned locations with WiFi to study/do work)
 - Locations: Cranford – McKay Library; Elizabeth – Kellogg Bldg., Library; Plainfield – Annex Bldg., Library
 - Hours: Monday-Friday 8:00am-5:00pm
 - ****Union students only; College ID required****
- Fitness Center (Cranford campus; by appointment only for employees and students)

Fall Semester – Classes

As a reminder, the fall semester starts on Wednesday, September 2. We plan to offer 3 types of classes:

- Face to face
- Online
- COVID remote live

Face to face courses will be held on one of our three campuses and will offer a traditional classroom environment with a faculty presence and seating capacity that reflects 6-foot distancing requirements.

Online courses are delivered completely online and do not have required meeting times. All materials, assignments and tests are online.

COVID Remote Live courses will be held on the scheduled class day(s) and times through a computer using our WebEx platform.

Our class offerings will be in accordance with State guidelines and may change based on directives from Governor Murphy and the Office of the Secretary of Higher Education.

Register for classes now to create your ideal schedule. Login to [Self-Service](#) to register and set up your ideal schedule early. Visit <https://www.ucc.edu/fall> for more information.

Restart Plan

As I noted last month, the College's Restart Plan has been posted on our website [here](#). Also included on that page is information related to our response during the pandemic.

Student Needs

As a reminder, non-visiting students currently registered for summer sessions are eligible to complete a CARES Act application [here](#) and receive financial assistance to cover expenses such as rent, utilities, and food if you have needs as a result of the COVID-19 pandemic.

If you need assistance completing the application or have additional questions, please contact our social worker LeeAnn Trott at leeann.trott@ucc.edu or 908-591-8408.

If you require any other assistance, please call 908-709-7000. This line is being monitored by staff Monday through Friday from 8am-5:15pm. If your call is not answered, please leave a brief voicemail with your name and phone number and your call will be returned.

Employees

We are here to help. If you or your family is having difficulty, please contact Karlene Rambaran in HR at 908-709-7144.

Stay well and take care of yourselves.

Sincerely,
Dr. Margaret M. McMenamain
President