



A Message from Interim President Kim Lopez

Weekly Update 10-15-21

Hello Cañada Colleagues,

October Flex Day

Thank you to everyone who joined our Flex Day activities on Wednesday. Your active engagement and dialogue were so important in the workshops presented at our Flex Day event. Resources and presentation items will be posted soon on the [Flex Day website](#). The recording link to the IDEAL workshop can be found [here](#).

Provide Input on the College Mission, Vision, and Values Statements

During the all-college session on Flex Day, breakout groups discussed revisions to our College Mission, Vision and Values Statements. Please take a moment to provide your input [here](#).

Program Review Deadline is Today!

Please be reminded of the fast-approaching deadlines for this program review and resource request cycle.

- Submit your complete Comprehensive Program Review or Annual Update, and resources requests if needed, October 15, 2021
- Deans and VPs complete feedback of all program review materials and send out before October 29, 2021
- Review your Dean's/VP's feedback and incorporate it into your program review before November 5, 2021

If you are requesting resources, you must submit an Annual Update in the Nuventive/ Improve platform for your program. Please contact the [Program Review Work Group](#) or your Dean/VP with any questions.

Cañada Town Hall- Today at 2:15 p.m.

Please join our Cañada Town Hall today from 2:15-3:30 p.m. The purpose of the town hall is to provide our college community with important updates on items including: Construction/Facilities, Presidential Search Committee and Timeline, HR, Health & Safety, Instruction and Student Services. The town hall will be held virtually- log in [here](#).

Facilities Master Plan Forum – Oct. 21

The San Mateo County Community College District (SMCCCD) is undertaking the development of our Campus Facilities Master Plans (FMP). Please join us on Thursday, Oct. 21 from 2:30-4 p.m. for a virtual community meeting to learn more about this effort at Cañada College. The meetings will introduce you to the process, objectives and goals of the FMP and serve as a forum to share key findings from the initial phase of planning. Zoom Registration: <https://tinyurl.com/CANADAFMP>

Fifth Annual Undocumented Student Action Week

This year our District's three Dream Centers have collaborated to present the 5th Annual Undocu-Week taking place October 18 through October 22. This year's timely theme is Change in Action. The week's events aim to celebrate achievements, answer questions and raise awareness about SMCCCD's undocumented students, and most importantly, to grow and inspire our community to action! For more information visit: <https://bit.ly/UNDOCUWEEKINFOSITE>

The State Chancellor's Office is hosting events that will include a panel discussion with all four of California's higher education segment leaders. Promotional materials for next week's events have been attached. Events include:

- Building Bridges: Systemic Solutions to Support Undocumented Students, October 18, 2021, 1 p.m. – 2 p.m. [Register Now](#)
- Undocumented Student Action Week Systemwide Webinars, October 19 - 22, 2021, 1 p.m. – 2 p.m. [Register Now](#)

For more information regarding Undocumented Student Action Week events, please visit the [website](#).



Virtual Job Fair – Success!

Our Fall 2021 Virtual Job Fair was a huge success! This year's event was held on October 6 from 10 a.m. to 2 p.m. and featured more than 74 employers. Over the course of the day, nearly 130 students participated in the event and connected directly with local employers. Thank you and congratulations to Bob Haick for putting together such a tremendous event!

Safety Committee Meeting- New Meeting Time

Our upcoming Safety Committee Meeting has been changed to not conflict with our Academic Senate meeting. The new meeting date is Thursday, October 28 from 11 a.m. to 12:30 p.m. Log in [here](#).

President's Luncheon- Nov. 2 from 12-12:30 p.m.

We look forward to seeing you at our [Fourth Annual President's Luncheon](#) which will be held virtually on Tuesday, November 2, 2021 from 12-12:30 p.m. Register [here](#) to attend. Support from the President's Luncheon will contribute to the Cañada College Scholarship Fund for students' daily basic needs such as: groceries, food vouchers, Chromebooks and hot spots to name a few. For more information on the Presidents' Luncheon, please visit canadacollege.edu/luncheon.

4th ANNUAL CANADA COLLEGE
PRESIDENT'S LUNCHEON
A VIRTUAL EVENT
Supporting
Students' Daily
Essential Needs.
Including Food, Technology
& Emergency Student Support
November 2, 2021
at 12-12:30 p.m.

Register at:
canadacollege.edu/luncheon


Cañada College

Corporate sponsorships are available. Contact: PresidentsLuncheon@circlecommunications.com | (888) 392-4725 ext. 702

The Great Shakeout & Evacuation – Oct. 21, 2021 at 10:21 a.m.

The Great California Shakeout is an annual opportunity to practice how to be safer during big earthquakes. This year's drill will take place October 21st at 10:21am. Drop, Cover, and Hold On is the immediate action taken during an earthquake to protect students and staff from flying and falling debris. It is an appropriate action for earthquakes and explosions. The San Mateo County Community College District combines Drop, Cover, and Hold On with a secondary drill of Evacuation. Evacuation is

implemented when conditions make it unsafe to remain in the building. This action provides for the orderly movement of students and staff along prescribed routes from inside school buildings to a designated outside area of safety. Evacuation is considered appropriate for earthquakes, chemical accidents, explosions, and fire. Evacuation is only required for the District community that is participating on campus grounds. Evacuation may be practiced remotely, but is not required for the drill.

Managing the Drill with COVID-19

On Thursday, October 21, 2021 SMCCCD will be participating in the "Great Shakeout" statewide earthquake drill. While the COVID-19 pandemic has limited the ways in which we can conduct emergency drills, the Great Shakeout is unique in that you can participate from any location. So while you may not be able to participate on campus, it is a great opportunity to assess the safety of your home and to take steps now to mitigate the impact that a significant earthquake may have on your home.

This drill is scheduled for 10:21AM (Thursday) and will commence with an AlertMe text and email notification. At this time, all members of the campus community are asked to identify a safe spot to drop, cover, and hold on as if a major earthquake were occurring, and remain in that position for 60 seconds. This preplanning tactic (identifying safe locations in the workplace) is vital for risk mitigation when an actual event or life-safety drill occurs.

If you are off campus, please participate in the Drop, Cover, and Hold On portion of the drill. If you are participating in a Zoom meeting, remote learning, or work-related function, we encourage you to pause the district work, as the drill will only last for one minute. If you have not done so already, please take the time to download the RAVE Emergency Notification Application (RAVE GUARDIAN), which can be found in the Google Play & Apple App Store. This application provides safety features for the end user, and can deliver multiple streams of notification to mobile devices.

What to do On Campus-(Drop Cover and Hold On)

1. The Office of Emergency Management/Public Safety will send out an alert over the Emergency Notification System (AlertMe) and the Emergency Alert System (EAS) at 10:21am. All students and employees will receive text messages and emails.
2. At first recognition of the alert, instruct students to move away from windows.
3. Initiate Drop, Cover, and Hold On procedures.
4. DO NOT REMOVE FACIAL COVERINGS
5. Immediately drop to the floor under desks, chairs, and tables.
6. With back to windows, place head between knees, hold on to a table leg with one hand and cover the back of the neck with the other arm.

7. Move as little as possible.
8. If a person is unable to find protection under sturdy furniture, direct them to shelter against an interior wall and turn away from windows and other glass.
9. Any person in a wheelchair should shelter against an interior wall. Turn back to windows, lock the wheels, and if possible, protect head, and neck with arms.
10. If outside, find a clear spot and drop to the ground away from buildings, trees, power lines, etc.
11. Building Captains need to participate as all other employees in this part of the drill
12. Wait for further communication from EAS and AlertMe to Evacuate students to predetermined Evacuation Assembly Area.

What to do on campus (evacuation)

1. The Office of Emergency Management/Public Safety will send out an alert over the Emergency Notification System (AlertMe) and the Emergency Alert System (EAS) at 10:22am. All students and employees will receive text messages and emails.
2. Prepare students to leave all belongings and calmly exit the building.
3. DO NOT REMOVE FACIAL COVERINGS UNTIL OUTDOORS
4. Building Captains need to gather Go Packs and radios to assist all in evacuating. If Building Captains do not have radios (some are being reconditioned), please use your cell phones to contact Public Safety Dispatch (738-7000) with evacuation updates and to communicate true emergencies. Many Building Captains are currently working remotely, so evacuation confirmation on each campus will be established by each Campus Public Safety Captain.
5. Ensure that the door is closed, but unlocked.
6. Take care to ensure the safety and address the unique needs of students or staff with disabilities according to protocols.
7. Emphasize that the class remain masked while inside District facilities in route to the Evacuation Assembly Area (EAA). EAAs are marked on evacuation maps, and are demarcated with green/white signage in designated parking lots.

8. Appoint a responsible student to lead class while teacher brings up the rear, seeing that everyone has cleared the room. Give clear directions for all students to go to designated Evacuation Assembly Area.
9. Use the designated evacuation routes and reassemble in the assigned Evacuation Assembly Area.
10. If you are unable to locate an Evacuation Assembly Area, stay clear of buildings.
11. Take attendance once class is safely in assembly location.
12. Wait until ALL CLEAR announcement is issued via AlertMe, and return to school buildings and normal class routine.

Thank you for your participation!

Thank you for your hard work this week and I wish you all a restful weekend.

Sincerely,
Kim