

Dear Colleagues,

Thank you for continuing to do your part to keep our students and one another safe. I have a quick reminder and two favors to ask.

### PROTECT & REWARD

Your decision to get vaccinated means the world to us. Not only does it protect you from COVID-19, it protects our entire college community. To that end...

- Remember to **claim your \$100** financial incentive if you've opted to get vaccinated or if you will be fully vaccinated by November 12. Submit your application with proof of your vaccination by November 12 online by completing the [Vaccination Incentive Application](#) or at the HR office in CC-168.
- Don't forget that your application/proof of vaccination will automatically enter you to **win \$1,000**. Five awards of \$1,000 will be made on November 15.

### ENCOURAGE PARTICIPATION

The Commencement Committee is considering plans to *safely* offer limited in-person graduation activities for eligible students and past graduates who were unable to participate in commencement exercises due to COVID-19. Eligible students are being surveyed regarding their preferences – a virtual commencement and/or limited in-person activities. **Please encourage your graduation-eligible students to participate in this important survey.**

### PRACTICE CIVILITY

Please note that the COVID Command Team has the authority to quarantine and take other appropriate actions based on the guidelines from the Command Team and agreed to by ACM leadership. During these challenging times, please be reminded of the importance of civility in our interaction with others.

Again, thank you for all that you do on behalf of our students. If you have questions, please reach out to your supervisor or contact my office for additional assistance.

Stay safe and be well,

Dr. B