

Dear Colleague,

I hope that you and your loved ones had an enjoyable Thanksgiving and holiday break.

With less than three weeks until the end of the semester, it's a challenging and frequently frustrating time for many of our students. Thank you for your continued patience, compassion, and efforts that contribute to their success.

SPRING REGISTRATION

Please encourage your students to meet with their advisor or visit the Advising Center to register for spring courses. These small reminders matter, especially for first-semester students.

We can't always know why students leave us prior to graduation or transfer, but we can try to remove financial roadblocks. If you know of a student who is struggling with tuition or textbook expenses, please refer them to Vicki Smith at ext. 5354 or David Jones at ext. 5200.

PROTOCOL CHANGES

Like many institutions, we're adapting and adjusting our COVID-19 protocols.

- We ask that everyone continue to self-check for COVID-19 symptoms daily. If you show symptoms or test positive for COVID-19, please stay home and follow [CDC protocols](#).
- Effective Dec. 17, ACM will discontinue the reporting of COVID-19 symptoms and positive COVID tests to the COVID-19 ACM hotline. All employees shall follow the [recommendations](#) published by the CDC for symptoms and positive tests and notify your supervisor of your absence.
- ACM will also discontinue daily sign-in and attestation forms.
- We encourage everyone to be fully vaccinated and boosted against COVID-19.
- Mask wearing remains optional but encouraged during times of high transmission.
- ACM may reinstate protocols or implement COVID-19 changes.

Everyone is strongly encouraged to stay home if you are not feeling well for any reason. Follow the guidance of your physician and/or urgent care center, notify your supervisor, and review the COVID-19 CDC protocols if you have questions about isolation standards.

YEAREND GATHERING

We look forward to celebrating all that we've accomplished this semester and gathering together as family for the All College Assembly and holiday party on Dec. 14. Hope to see you there.

Wishing you well,

Dr. Bambara