

Employee FAQs

- I am teaching online this semester. Will that continue?
 - In order to protect our students, faculty, and staff, SCC is monitoring local health conditions. Everyone following public health recommendations (wearing a face mask, washing hands frequently, waiting six feet apart) will increase the chances that SCC can resume and continue in-person instruction.
- What about seated (face-to-face) classes?
 - In order to protect our students, faculty, and staff, SCC is monitoring local health conditions. Everyone following public health recommendations (wearing a face mask, washing hands frequently, waiting six feet apart) will increase the chances that SCC can continue in-person instruction.
- How do I communicate with my students?
 - Faculty should use Canvas to communicate with your students. Staff providing support services should utilize a Google phone number for their individual privacy. For help with a Google number, contact the help desk.
- As an employee, may I still come to campus to collect items that I may need or to work on my courses?
 - Yes. We want to limit how many people come to campus, but campus remains available for faculty and staff.
 - Our maintenance/housekeeping staff are cleaning all areas of our buildings. Your safety remains a top priority.
- Can my supervisor require in-person/face-to-face meetings?
 - Teleworking is strongly encouraged for all but essential staff. (Essential staff have been notified). Supervisors may require meetings, but they should utilize teleconferencing tools (i.e., Zoom, etc). Personnel meetings such as for performance review and appraisal are strongly encouraged to be held in person but with the use of face coverings and physically distanced.

- What if I need someone to talk to regarding stress or other issues:
 - Contact HR for assistance. They will provide you with contact information for our Employee Assistance Program (EAP). This anonymous service is available to help our employees manage virtually any issue, both personal and professional.
- I have questions about my pay and benefits.
 - Contact HR for assistance. Lori Poplin's contact information is:
<https://www.stanly.edu/directory?id=1425>
- What if I don't feel well?
 - If you subscribed to the new Teledoc service, take advantage of that benefit. Regardless, contact your primary care physician if you become ill. It is recommended that you call before visiting. Utilize 9-1-1 for emergencies.
 - Consult the Return-to-Campus guide and the coronavirus diagnosis protocol for more information about how to handle work requirements if you are experiencing symptoms, have been in close contact with someone who tests positive for COVID-19, or you have been diagnosed.
- I am a faculty member and have students who seem anxious about current events. Should I help them through this?
 - No. We have licensed counselors available who can either help our students or provide recommendations for external resources. Refer your students to our counseling department for further assistance:
<https://www.stanly.edu/current-students/counseling>
- What can I do to help?
 - First, remain safe. Do not knowingly place yourself in a position to become ill. Second, continue to fulfill your job responsibilities to the best extent possible. Third, stay in regular communication with your supervisor and remain informed. Help dispel misinformation that may be spread about the pandemic and/or SCC's response. Lastly, if you are able, donate items to local nonprofit agencies to assist those who may be in need.