



Board Report

Chief of Staff and Acting Director of Human Resources

Elizabeth Martinez

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COVID -19 Cases

What?

- Since the beginning of the academic year we received 3 reports of confirmed positive cases in employees and 34 confirmed exposures (this number is not duplicated, these are 34 different employees and they do not overlap with the confirmed positive cases)
- Community notifications were disseminated within 24-48 hours from receipt of the initial report to MWA
- Of the 3 cases, 2 had been on campus prompting our notification protocol to individual employees who might have been exposed

So What?

While the number of confirmed cases is relatively low for our community, the number of exposures is significant as they represent approximately 25% of our employees who were exposed at different times. While their results were ultimately negative, current protocols require those exposed to quarantine for a period of time. Our response to incidents of exposure and/or positive cases has been efficient, swift and in compliance with local and state guidelines. To date, none of the confirmed positive cases or the exposures have led to outbreaks or infections on campus. I attribute this to accurate contact tracing, quick notification, and adherence to safety protocols from those who are on campus regularly.

Now What?

With the surge in cases in California, and nationally, it is absolutely critical that we continue to adhere to our safety protocols and that we receive reports from employees quickly when they are exposed to COVID-19 or they have contracted it. Additionally, a lot of the guidelines that we received earlier on in the semester are changing now that health professionals know more about the virus. We will be taking the learnings from 100% remote work as well as the new county and state guidelines and modifying them as needed if and when we move to other phases in our relaunch plan.

HR Leadership Update

Following the staff reductions last academic year, Alton and I worked together to determine the best path forward for staffing in critical areas in the face of budgetary challenges. As you all know, I took on the Acting Director role, formally, this past July but have been overseeing HR for over a year now. When I began my stint as Acting Director it was with the intention that this would be temporary and that I would focus on two goals: retain continuity of critical services and develop Fe's leadership capacity.

I am happy to inform you that Fe will step into the permanent Director role in January 2021, I will remain Fe's supervisor and continue to provide strategic leadership and vision to the HR office but she will be the primary point of contact for all employees. This shift will allow me to step back into the other aspects of my role which are also critically important this year including governance and compliance. I am very confident that Fe will provide focused and full-time leadership to that department with my continued guidance.

Fe's Bio: *"Fe Campbell (she/hers/her) is a proud Bay Area native that has served MWA since joining during the 2017-18 academic year. Prior to MWA, she worked in higher education at University of San Francisco, specializing in strategic HR areas, including but not limited to effective onboarding, orientation, compliance and system developments. Fe studied and earned her BA in Psychology from Pepperdine University, later earning her Master's in Organization Development from USF in 2018. As a lifelong learner, she is most passionate about the human connection with employees, as well as the ongoing assessment of HR strategies in an organization to effectively manage its workforce. Provided this passion, she remains committed to the mission, students, staff and impactful work at MWA. Fe is inspired daily by her husband and one-year old son. In her free time, she likes to fellowship with family and friends,*

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travel, attend comedy shows and hike."