



**From the Office of Acting Superintendent/President  
Dr. Lisa Aguilera Lawrenson**

Dear Delta College Community,

Good afternoon colleagues! The executive cabinet met today with the leaders of the Delta College campus constituency groups. We discussed remaining questions related to the mandatory vaccination implementation process for employees. Based on our collaboration, please see the chart, Q & A, and instructions below for obtaining exemptions.

**Vaccination Mandate Matrix**

	<b>Fully Vaccinated</b>	<b>Vaccination in Process</b>	<b>Exemption Requested</b>	<b>Exemption Approved</b>	<b>Unvaccinated</b>
<b>Met Deadline</b>	yes	yes	yes	yes	no
<b>In Compliance with Mandate</b>	yes	no	no	yes	no
<b>Twice Weekly Testing Required by November 1, 2021</b>	no	yes	yes	yes	no
<b>Paid Employment Status</b>	yes	yes	yes	yes	no (employee will be placed on unpaid leave)*

\*Unpaid leave length and date is being negotiated with bargaining units.

**FAQ**

**Q:** Do I need to be Covid tested twice weekly?

**A:** (see chart above)

**Q.** Can I be tested for Covid two days in a row back-to-back?

**A.** The schedule for employee Covid testing will be Monday and Thursday OR Tuesday and a home test for Friday. This District will assign the testing dates for employees.



**Q:** I made my doctor's appointment because I am seeking a medical exemption. My doctor appointment is past the October 15, 2021 deadline. What do I do?

**A:** Submit your exemption request as soon as possible. You are unvaccinated and not in compliance with the vaccination Mandate.

**Q:** I made an appointment with a representative who can sign off on my religious exemption. The appointment is not until after the deadline. What do I do?

**A:** Submit your exemption request as soon as possible. You are unvaccinated and not in compliance with the vaccination Mandate.

**Q:** What happens to my benefits if I am on unpaid leave?

**A:** Unpaid leave means no district contribution to health insurance, STRS, or PERS.

**Q:** Can I opt to retire in lieu of an unpaid leave of absence, if I choose not to be vaccinated?

**A:** Work with Human Resources and your bargaining unit.

**Q:** Do I have to be vaccinated if I am working 100% remotely?

**A:** Yes, the Board of Trustees of San Joaquin Delta College passed a vaccination mandate for all employees and students on August 3, 2021.

### **Exemption Instructions**

If you would like to be considered for an exemption to the District's COVID-19 vaccine requirement there are two options for the vaccine exemption/accommodation request:

- A vaccine-related exemption due to a personal medical condition
- A vaccine-related exemption due to a sincerely held religious belief, practice or observance

Please be advised that making an accommodation request is not a guarantee of approval.

**The exemptions will be made available through the vaccination mandate intake form on October 4th. That form is available here: <http://bit.ly/SJDCEmployeeVaccine>**

Once your form is completed and submitted, you will be contacted regarding the next steps in your process. To assist in managing the District's COVID-19 related accommodation requests, we are working with outside consulting firm, Shaw HR Consulting.

If you are requesting a vaccine exemption, you will need to complete the initial form and submit required supporting documentation **no later than October 15, 2021**.

If you have questions about the exemption process, please contact Rebecca Wicks at [SJDCCD@shawhrconsulting.com](mailto:SJDCCD@shawhrconsulting.com).



### Closing Thoughts

On behalf of the executive cabinet, I hope this update on the vaccination mandate for employees is helpful to you. We will be holding an open forum later this week, details will be forthcoming. We hope to see you then, and we can answer additional questions that you may have related to this matter.

Sincerely,

A handwritten signature in black ink, which appears to read "Lisa Aguilera Lawrenson".

Lisa Aguilera Lawrenson, Ph.D.  
Acting Superintendent/President