



EMU's New Action Plan Regarding COVID-19

President's Office

Thu, Mar 12, 2020 at 11:41 AM

Good morning EMU faculty and staff and students,

I want to share with you what the executive administrative leadership team, in consultation with the Board of Trustees, has recommended as our next stage response to COVID-19. My email communication yesterday indicated that our plans were subject to change day-to-day. And they have.

We take seriously the health and well-being of our students and community members. We also know that good leaders act in the best interest of all. For us, that means considering the impact on communities our students are from, the impact on our students themselves, and our own campus community.

A brief summary of our actions includes a transition to distance learning for most classes and cancellation of public events from March 17-April 3. EMU is a residential campus and as of this time will remain open, including all student support services, academic resources, residence and dining facilities, and athletic facilities. More details are available below.

As always, we encourage our students to make decisions about their own health, safety and well-being. Students who are immunocompromised, or concerned about staying on campus given the situation, may choose to return home. Students are strongly encouraged to continue to follow good hygiene to stay healthy.

The following measures will be implemented immediately and extend through April 3. We will continue to evaluate new information as it develops and share updates as they become available.

Events and Activities

- Effective immediately, we are canceling all public events and public use of facilities through April 3.
- A decision regarding athletic programs and on-site competitions is pending and will be made in consultation with the two conferences we participate in (ODAC, CVC).
- EMU will require essential guests to campus to sign in before entering campus buildings through April 3.

Academic Classes

- Face-to-face classes will be cancelled Friday, March 13, and Monday, March 16. Both days would be used for faculty to prepare for online instruction. Residential students are encouraged to remain on campus.
- Beginning Tuesday, March 17, most instruction will take place online. Faculty will be in touch with students regarding in-person classes.
- Some courses, including clinicals and off-campus learning placements, will continue until further notice. Your professors will be in contact with you regarding those courses.
- Summer cross-cultural programs are still being evaluated and students will be notified as soon as any decisions are made.
- We urge students to make choices that are best for their own personal health situations. Students are responsible for notifying professors if a student decides it is not in their best interest to be in class. Students are responsible for making up the work that they miss.

Guidance for Students

- At this time, we encourage students to remain in on-campus housing in order to keep as normal a schedule as possible. Students who are immunocompromised or who have other reasons to return home may choose to return to their permanent place of residence.
- Students who choose to return home are required to notify residence life staff.
- You are expected to remain attentive to communications from professors regarding your courses.
- Student workers should speak with their supervisor about their campus job.
- For students who remain on campus, the university encourages taking enhanced preventative public health and hygiene measures and encourages social distancing as described by the [World Health Organization](#).
- If students are staying on campus and become ill with flu-like symptoms contact Health Services or local emergency care services.

Guidance for Faculty

- Face-to-face classes will be cancelled Friday, March 13, and Monday, March 16 to allow time for faculty to transition to online.
- Faculty should immediately begin preparation to deliver courses remotely beginning Tuesday, March 17 (Moodle, Zoom and other online platforms).
- Training sessions and workshops will be offered on Friday, March 13, for faculty; more information will come from the Provost's Office.
- Faculty will report to work to deliver on-line instruction.
- Faculty may continue to use their offices and campus facilities while delivering courses remotely and may continue to meet with students individually during this period.
- Faculty who are immunocompromised may teach entirely online at their own discretion.

Guidance for Staff

- The university is open and operational during this time period. Staff are expected to report to campus for work. PTO should continue to be used per the Employee Handbook.
- Your supervisor will communicate additional plans as soon as possible.
- EMU will provide work-at-home flexibility to employees who are at high-risk (i.e. chronically ill or immunocompromised prior to this outbreak, or have a need to work remotely due to personal matters related to the COVID-19). Employees should talk with their supervisors to establish a work plan.

We appreciate your flexibility, patience and care for each other and the community as we continue to manage the details of this unprecedented event on our campus.

Sincerely,

Susan Schultz Huxman, President
Fred Kniss, Provost

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