

March 6, 2020

CCV Faculty,

As you know, the situation with the coronavirus is rapidly evolving. The College is working closely with the Vermont Department of Health to monitor the development of the virus in Vermont. In addition, President's Council, in collaboration with the Chancellor's Office, is developing plans to ensure the safety of our students, faculty, and staff, and to minimize the disruption to our learning community.

Following the recommendations provided by the Center for Disease Control (see below), we have asked students to stay home if they have any of the symptoms of acute respiratory illness (such as fever, coughing, or shortness of breath). It is vitally important that students feel empowered to do so. If students are concerned that their grades will be negatively impacted by missing class, they may be reluctant to take this important safety precaution.

Therefore, please assure your students that they will not be penalized if they need to miss class for this reason, and that you will work with them and their advisor to develop a plan for completing the requirements of your class. If you hear from students who have the symptoms described above, please let us know immediately.

In addition, we are working to provide additional Canvas support and training to you. If you haven't done so already, you might start thinking about how you could conduct your class online for a period of time should the need arise. More information and resources will be forthcoming on this next week.

Finally, we are taking the following steps in our facilities to keep each other healthy:

- Increasing awareness about germ avoidance and good personal hygiene.
- Promoting wellness by asking those not feeling well to stay home.
- Increasing the rigor of cleaning in our centers by disinfecting common surfaces inside our classrooms and facilities more frequently.
- Making hand sanitizer and disinfecting wipes available upon request.

Beginning Monday, updates on this evolving situation will be available on our main webpage: www.ccv.edu. Let me know if you have any questions.

Best, Debby

The Center for Disease Control has the following recommendations:

- People who have symptoms of acute respiratory illness should stay home and not come to work or school until they are free of fever (100.4 degrees Fahrenheit or greater) and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines.
- We all practice cough and sneeze etiquette and good hand hygiene.
- Avoid touching your face, particularly your eyes, nose, and mouth.
- Routinely clean all frequently touched surfaces.

For your information, I am providing the [Center for Disease Control's recommendations to stop the spread of the germs.](#)

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