



## IMPORTANT MESSAGE REGARDING COVID-19

March 13, 2020

Cowley College administrative and faculty teams continue to vigilantly monitor the ongoing Coronavirus (COVID-19) pandemic and closely follow updates from the Centers for Disease Control (CDC) as well as local, regional and state public health officials.

The health and safety of our students, faculty and staff is our highest priority in support of our students' academic success. To this end, Cowley College has extended its spring break for an additional week until Sunday, March 22. This extension of spring break applies to students only and specifically to students residing in residential housing and/or taking face-to-face classes.

Faculty and staff meeting the qualifications listed in Principle number four (4) below will return to campus the week of March 16 to resume work. Residential housing students may be permitted to return to their housing facilities as early as Sunday, March 22, permitting the passing of a pre-screening process performed by student services personnel who will assess for student wellness and travel activity.

Regarding coursework, students taking online classes will resume classes as scheduled on Monday, March 16. However, all face-to-face classes will be transitioned into an online format and begin on Monday, March 23. This delivery format for classes, which were face-to-face, will remain in place until at least Friday, April 3, and then be reassessed. Faculty will assist students in this transition to optimize student success. The administrative and faculty teams will continuously assess the situation on the local, regional, and national levels throughout this period of time and make adjustments as needed. In addition, Cowley College leadership will continue working closely with our K-12, University, and

local, state, and federal partners to take the most prudent course of action.

**Recommendations are guided by the following principles:**

1. Maintain all College operations to ensure continuity of services and support for students.
2. Mitigate the spread of the virus at Cowley College and its service area.
3. Screen all returning residential housing students to ascertain their potential for exposure and to identify students who may exhibit symptoms consistent with the COVID-19. Provide safe and quarantined housing for students who have been exposed or show potential symptoms after passing pre-screening processes.
4. If you are a student, employee, or campus guest, do not come to campus if:
  - a. You are sick
  - b. You have a chronic health condition that puts you at greater risk of the effects of COVID-19
  - c. You have traveled internationally, have potentially been exposed to someone with COVID-19, or have travelled to a location listed in the most current Isolation Order. If this is the case, please self-isolate or quarantine yourself for 14 days and call your healthcare provider.
  - d. **If you are a student and any of these apply, please be sure to notify student services and your instructors of your situation.**
5. Protect members of the Cowley College community through self- and mandatory quarantine as well as social distancing, especially the three groups at greatest risk:
  - . those who may have been exposed
    - a. those who have chronic health challenges
    - b. those who are currently symptomatic

6. Encourage all members of the Cowley College community to be informed and practice healthy behaviors as outlined by the CDC and County Health Department recommendations.
7. Protect equity for our most vulnerable employees and students, as much as possible, as we respond to the situation.
8. Continue to vigilantly monitor the situation and respond with agility to additional information or mandates from the CDC.
9. Provide clear, consistent, and timely communications to our stakeholders.

We will continue to monitor the situation and to communicate regularly with updates to the Cowley College website at [Cowley.edu/covid-19](https://www.cowley.edu/covid-19), which will serve as the primary portal for information. Please gather your information from additional reliable sources such as the Centers for Disease Control and Prevention at [cdc.gov](https://www.cdc.gov) and the Kansas Department of Health and Environment at [kdheks.gov](https://www.kdheks.gov).