March 6, 2020

Campus Community,

We are writing to update you on recent actions and preparation work across campus related to the novel coronavirus (COVID-19). While no cases have been identified on campus or in Clinton County, we are preparing accordingly.

Our top priorities remain doing no harm, being flexible and serving all students and the campus community well. Campus officials across disciplines are in daily communication/briefings with local, state and other health officials. We are following related guidance and direction as practices, requirements evolve. Each action is based on best practices, leading guidance and aligned processes.

**Added Resources, Information and Emergency Management Plan Online**

The campus resources and health advisory webpage has been updated as a wider source of information. A link to the COVID-19 INFO page is anchored on the top of the college homepage and on social media platforms. The site includes links to the most recent college updates, SUNY updates and includes:
- Medical Guidance
- Current Campus Actions and our Emergency Response Plan
- Coping and Stress Management Tips

The [Emergency Response Plan](#) is our guidebook and provides the framework for our ongoing efforts. The Student Health and Counseling Center, for example, has been following the protocols since January. Core groups have come together collectively and in smaller clusters to advance on specific needs and preparations. A wider tabletop scenario exercise including Clinton County health and hospital officials is set for Monday, Mar. 9

**Travel Restrictions and Guidelines**

The State of New York has prohibited all New York State work-related employee travel to the Centers for Disease Control-designated high-risk countries: China, Iran, Italy, Japan and South Korea. We recommend the campus community avoid all unnecessary overseas travel now and over spring break. Levels and risk designations can change at anytime.

Individuals choosing to travel overseas in the short term should be aware this is an evolving situation and stay tuned to campus notices, primary sources like the Centers for Disease Control and the New York State Department of Health, and reliable media outlets.

As is true while classes are in session, it is important to maintain good prevention tactics, which are useful in any case, and to seek medical attention if you feel sick with a
fever, cough, or shortness of breath. Call your medical provider or the Student Health and Counseling Center before traveling, and avoid contact with others.

Other Preparations and Added Cleaning

Campus cleaning staff ramped up disinfecting more than a month ago and continues with high traffic areas of focus and ensuring soap dispensers are filled. They are also working to maintain and stock related supplies. Posters and other media to encourage good hygiene among students, faculty and staff are being produced and will be posted soon.

Academic Affairs is developing quick-start Moodle sessions and adding Zoom licenses to expedite any shift to more distance learning should that become necessary. This is among the preparation steps prescribed in our plan. A special meeting of the Academic Council, which includes the chair of the Faculty Senate and the presiding officer of the faculty, is set for Monday.

There are several other components in staffing and training being framed out. Our goal is to have the ability in place to move the mode of most courses within a few weeks.

Study Abroad Monitoring and Guidance

Direct action now remains limited to the five countries most affected by the outbreak -- China, Iran, Italy, Japan and South Korea. Gov. Andrew Cuomo and SUNY suspended study abroad programs in these countries and are finalizing arrangements for students from all SUNY campuses to return soon. They will be given space for a 14-day quarantine at locations downstate. We have two students covered by these plans.

SUNY and others will assist with medical monitoring, remote course study, and various resources to help individuals during the quarantine period. Our Global Education Office remains attuned to the latest direction and connected to students studying abroad.

For any specific questions or concerns, please contact Michael Caraballo, director of emergency management at 518-564-4950 or carabamj@plattsburgh.edu.

Office of the President