Wednesday, March 11, 2020

Re: Continuing efforts to thwart the spread of COVID-19

As I write this, there are no confirmed cases of Coronavirus (COVID-19) at NCSC, and only three confirmed cases in Ohio.

We have had many meetings to discuss the actions we might take as an institution to keep our community safe. We have also been keeping abreast of the changing situation from the Centers for Disease Control, The Ohio Department of Health, and many of our sister institutions throughout the state. A web site to view the latest information is www.coronavirus.ohio.gov

As we return from spring break, we need your help to take the next steps

The College will be open for faculty and staff only with no classes on Monday and Tuesday, March 16-17. CCP courses taught by high school faculty will continue their regular schedule at this time. Required academic division meetings and training will be held for full-time and adjunct faculty on those days with time for class/lab preparation thereafter. The deans will communicate the times and agendas.

We have decided to curtail holding face-to-face classes beginning Monday, March 23, 2020. This means we need to transition to Canvas, Zoom and electronic formats. At the same time, we are committed to ensuring the success of every student enrolled at NC State. During these times college offices remain open. The safety and well-being of our students, faculty, and staff remain of the utmost importance, and the College will make adjustments as necessary following state recommendations.

I am asking faculty to use part of your class time on Wednesday, Thursday, and Friday, March 18-20 to determine whether or not each student has access to a computer and internet outside of the College. If they do, please begin conveying assignments and information to those students as expeditiously as possible using Canvas, Zoom and email. If a student does not have access to technology, please prepare packets of assignments, exhibits, lecture notes, etc. for students to take with them for the upcoming assignments, quizzes, test that will be required in the next few weeks. The packets may be in print or pdf format for mailing or emailing.

Based on recommendation from the Governor’s Office, the College is suspending all non-essential out-of-state travel. Furthermore, students and employees returning from spring break, who have visited Level 3 warning countries (like China and Italy…) or who have been on cruise ships or other exposed regions need to declare that and will be required to observe a 14-day period of self-quarantine. During this period, impacted persons are not permitted to work, attend classes or participate in any campus activities. In addition to classes, the College is reviewing all events and meetings to reduce the occurrences of large groups in confined spaces – environments
where viruses can spread easily. Appropriate social distancing is to keep a six-foot distance from other people.

As the semester continues, our creativity and flexibility will be important in meeting the needs of our students.

Please continue using the following basic suggestions we have advocated from the start:

- If you are sick, or have mild symptoms of fever or cough, stay home.
  - Seek medical attention if you are seriously ill.
- Wash your hands regularly with soap and water for at least 20 seconds.
  - Hand sanitizer is less effective than washing. Make sure it contains at least 60% alcohol.
- Cover your mouth when you sneeze or cough using a tissue and dispose of it properly.
- Avoid touching your face, eyes, nose, or mouth with unwashed hands.
- Avoid close contact with people whether they appear sick or not.
- Clean and disinfect frequently touched objects and surfaces.
- Get a flu shot if you have not already done so.
- Avoid shaking hands.

Symptoms of COVID-19 Corona Virus

Coronavirus typically causes symptoms that are similar to the flu. The major difference is COVID-19 also affects your respiratory system:

- Fever greater than 100.4 degrees Fahrenheit
- Tiredness, body aches
- Dry cough
- Shortness of breath. The vast majority of patients have mild/moderate symptoms and don't require hospitalization
- People at highest risk for severe illness from COVID-19 include those with pre-existing pulmonary disease, immune-compromised, infants and the elderly
- If you are seriously ill, seek medical attention from your health care provider or the Emergency Department.

The safety of our students, faculty and staff are always our number one concern. I know you will work diligently to help us meet the needs of our students during this difficult time. I welcome your comments and suggestion as we continue to move forward with our mission here at North Central State College.

Yours,

Dorey Diab
President and CEO