MEMORANDUM

TO: Jersey College Community

FROM: Chancellor and President’s Office

DATE: March 15, 2020

RE: Coronavirus (COVID-19) Updates

As discussed in prior communications, the COVID-19 situation is very fluid with federal, state and local regulatory bodies announcing new policies and mandates every few hours. With the latest declarations and continued uncertainty, the college is cancelling all scheduled classes for the week of March 16th. We will provide additional information by March 20th with regards to the rescheduling of mid-terms, finals and other exams.

At this time the college plans to reopen the week of March 23rd with courses offered via distance education. We want to stress that these plans still require state, federal and other licensing agency approval. The college has been actively and diligently working to obtain the approvals and we anticipate that final approval will be received this coming week.

Proposed Plan for Social Distancing and COVID-19

The college intends to transition to distance education for a temporary period. At this time, we anticipate conducting coursework utilizing the CANVAS student learning management platform supplemented by Zoom and other programs. The CANVAS platform allows students to participate in education through a variety of means, including an internet connected computer, Chromebook or phone. The college is producing instructional videos and will be conducting numerous seminars to assist with the transition to the platform. In addition, telephone help lines are being established. The College is in the process of procuring additional laptops to loan to students who do not own a computer. More information regarding how to obtain a loaner laptop will be made available later this week.

Again, this high-level plan and assumes the College receives all required regulatory approvals! We will keep you informed with regard to approvals and any changes in our plans.

Please continue to undertake basic precautions, including:

- **Stay home and minimize social interactions**;
- Seek medical care early if you have a fever, cough or difficulty breathing;
- Wash your hands frequently;
- Cover your mouth when you sneeze or cough utilizing good respiratory hygiene (bend elbow or tissue);
- Avoid touching eyes, nose and mouth; and
- Maintain at least six feet between you and anyone coughing or sneezing.

We know that these times are taxing. Remember that the need for you as nurses is more important now than ever before. Our community may be called upon by federal, state and local municipalities to assist with these uncharted waters. We will continue to communicate with you regularly via email and through www.jerseycollege.edu/covid19 as additional information becomes available. Please stay healthy and safe.