

**From:** [Office Account President](#) 

**Date:** March 8, 2020 at 12:30:30 PM Eastern Daylight Time

**To:** ["ALLCAMPUS@LISTS.NCC.EDU"](mailto:ALLCAMPUS@LISTS.NCC.EDU) 

**Subject:** **COVID-19 Coronavirus Update**

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Dear Students, Faculty and Staff,

I am writing to update you on the College's efforts to monitor and respond to the ever-evolving COVID-19 virus. I want to assure you that the health and safety of the NCC community is our first priority.

We have been in close communication with our County and State officials and given the Governor's announcement yesterday we have pivoted our response plan. Please review the Governor's announcement and understand this action is focused on resource acquisition and allocation. At this time, we have not been provided with any State or County guidance to cancel mass events.

Our Executive and Incident Command Teams are engaged in extensive contingency planning efforts to decrease the likelihood of an incident on campus and ensure business and educational continuity in the event the campus is closed. We are committed to making sure our students are able to complete their Spring semester without any disruption.

Faculty should expect to receive a communication from the Office of Academic Affairs in the coming days detailing the Instructional Continuity Plan should on-campus learning be disrupted.

In addition, based on the updated cleaning guidelines from the CDC, our custodial staff has enhanced cleaning protocols to include more frequent wipe downs of surfaces in public areas and our hundreds of hand sanitizers throughout the campus are continuously monitored to ensure they are filled. These hand sanitizing stations are primarily located at the entrances and exits of all buildings on campus and in large public areas. We encourage you to use them often.

We recognize that this can be a stressful time and we encourage the whole NCC community to take the proper steps to safeguard your personal health. First and foremost, if you are not feeling well we strongly encourage you to stay home.

As a reminder these are the steps that everyone can take to help prevent the spread of any illness.

- It is currently flu and respiratory disease season, and it is recommended to get a flu vaccine if not medically contraindicated and you have not already done so

- Washing your hands with soap and water often for at least 20 seconds, or use an alcohol-based hand sanitizer where soap and water are not available
- Avoid touching your eyes, nose, and mouth prior to washing your hands
- Avoid close contact with people who are sick
- Cover your cough or sneeze
- Clean or disinfect frequently touched objects and surfaces

We encourage you to continue to check the College's COVID-19 website here for updates, health recommendations, the latest answers to FAQs and additional resources.

We appreciate everyone's understanding and resiliency as this is a rapidly evolving situation. We will continue to monitor the situation closely, as the health and safety of the NCC community is of paramount importance to us.

Regards,

Jermaine F. Williams, Ed.D.

President – Nassau Community College