



Message to students

3-21-20

8:35 p.m.

From President Melby to all students sent from President's Office email box

OLLU campuses will close on March 24 at 5 p.m.

Dear OLLU Students,

Cities and states across the nation are announcing shelter-in-place orders to curb the spread of the Coronavirus. In an effort to protect our students and employees, Our Lady of the Lake University is ready to close our campuses and provide all services remotely. As such, by **Tuesday, March 24, at 5 p.m., all OLLU campuses will be closed, and all services will be provided through online/remote access.**

Employees will be using Monday and Tuesday to complete preparations for remote services, so students should not visit campus offices unless absolutely necessary during this time; those who do visit campus must follow social distancing guidelines.

Student Services – Most student services including the library, tutoring, writing and math centers, the Help Desk, counseling services, health services, student success coaches, and services for students with disabilities are already available online or through other remote access. More detailed information on accessing services is available on the website at this link: <https://www.ollusa.edu/health-safety/emergency-preparedness/coronavirus-information/remote-access.html>

Computer Labs – Computer access will be available in the Cyber Café and the 24-Hour Computer Lab in the Sueltenfuss Library on the San Antonio campus, and in designated computer labs on the Houston and Rio Grande Valley campuses. Computers are set up to allow for social distancing, so a very limited number are available. Students must have their OLLU ID to enter the labs through swipe-card access. **NOTE:** If a shelter-in-place mode is enacted by local or state officials, the university may need to close these spaces.

Work Study – Work study students who wish to work will be allowed to work remotely; instructions for remote work will be provided by your supervisor or the Student Employment Office. Work study students may be reassigned to other supervisors if their original work area does not have remote work available.

Residence Halls –

- Students who were granted exceptions for remaining in the residence halls will be allowed to remain and will receive information about dining services from the Residence Life Office.
- Resident students who do not intend to stay on campus and have not yet removed their belongings will receive updated instructions from the Residence Life Office.

Communications – Please monitor your university email and the university website daily for updates and additional information.

Remote Operations will Continue Through April 16 – University administration will assess the situation and provide an update by April 16 on whether campuses will remain closed.

Sincerely,

Diane E. Melby
President