



Message to All OLLU Community

3-3-2020

3:49 p.m.

Sent from President Melby (President's email box) to AnnouncementsAll

[Message from President Melby on COVID-19](#)

Although there is no immediate threat to any of the OLLU campuses from Covid19 (formerly known as Coronavirus), it is important that we all take steps to protect our health, and that we prepare for a variety of contingencies.

A core group has been monitoring the situation and meeting to develop contingency and continuity plans. This group will be creating a task force and assigning responsibilities to a larger group on campus in the coming days.

In the meantime, the university is taking the following steps for prevention and planning.

Prevention Steps

- The university-sponsored trip to Japan has been postponed. The core group is reviewing other international travel.
- During Mass, Holy Communion will be distributed in the hand rather than on the tongue; the distribution of the Precious Blood at Mass will be temporarily discontinued; holy water fonts have been removed from the chapels; and shaking hands at the kiss of peace and holding hands during the Our Father will be temporarily discontinued.
- All community members are reminded to wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after coughing, sneezing or blowing your nose. If soap and water are not readily available, an alcohol-based hand sanitizer that contains at least 60% alcohol can be used. Always wash hands with soap and water if hands are visibly dirty.
- Hand sanitizer stations have been ordered and will be placed around campus.
- All community members should consider getting the flu shot, if you have not done so already. The OLLU Health Services Office has a limited number of flu shots and shots also are available at area pharmacies. Note: The flu shot will not prevent Covid19 but can prevent other illness that will weaken the immune system.
- All community members are reminded to stay home if feeling ill.

Contingency Planning Steps

- All faculty should complete online course training provided by OLLU's Center for Teaching Excellence (CTE) and be prepared to move courses to an online format if needed. Detailed information will be shared with faculty by the CTE.

- All employees should familiarize themselves with Office 365 tools (accessed online at office.ollusa.edu) including Outlook, One Drive and Teams in the event that it is necessary to work remotely.
- Division leaders should assess needs of their teams in the event there is a need to work remotely.
- All community members should make sure contact information and emergency contact information is up to date in university systems.

As we move forward, the core response group will meet daily and provide updates to the community as new information becomes available.

If you have questions or specific concerns, please email the Emergency Response Team at ert@ollusa.edu.

Finally, I encourage you to seek factual information about this situation to avoid causing panic through the spread of rumors or speculation.

- [Summary of outbreak and response \(CDC\)](#)
- [Information on symptoms, prevention, and treatment \(CDC\)](#)
- [U.S. situation summary \(CDC\)](#)
- [International Summary \(World Health Organization\)](#)
- [Myth Busters \(World Health Organization\)](#)

Thank you for your cooperation in keeping our community safe.