



Message to Employees

4-2-2020

4:50 p.m.

From President Melby to faculty and staff from President's Office email box

Update: Campuses will remain closed through May 29

Dear Faculty and Staff,

I want to thank you for the extraordinary work you are doing to teach and stay connected with our students during this unprecedented time. Your dedication and creativity are wonderful to witness.

As this situation continues to unfold, we will need to adjust and remain flexible. You have been doing an outstanding job of this and I commend you. In this spirit, I offer the following update and some reminders.

Sincerely,

Diane E. Melby
President

Campuses will remain closed through May 29

OLLU campuses will remain closed through May 29. University administration will assess the situation and provide an update by May 29 on whether the campuses will remain closed.

To comply with state and local shelter-in-place orders, even campus computer labs are closed. If you know of a student having technology access issues, please direct them to contact the Help Desk at helpdesk@ollusa.edu.

Upcoming holidays

The university will be observing the upcoming Easter, Fiesta and Memorial Day holidays. The university will be closed April 9-13 for Holy Week and Easter Monday, a half day on April 24 for the Fiesta holiday and on May 25 for Memorial Day. Employees are encouraged to use these days to rest and refresh.

Self-reporting illness

Employees experiencing symptoms of the coronavirus COVID-19 are asked to self-report by calling the OLLU Reporting Line at 210-431-3949, calling Health Services at 210-431-3919 or by using this online form: [Voluntary Health Self-Reporting](#). This will help us keep our community safe.