



Wednesday, March 11, 2020

Dear Heidelberg Community,

Heidelberg University's administration has been actively monitoring the coronavirus (COVID-19) issue and potential implications to our campus. While there are no confirmed cases of coronavirus in Seneca County and the risk of transmission on campus remains low, the health and safety of our campus community is our highest priority. We remain in close communication with local and state government and health officials in order to do what's best for our community.

In keeping with Gov. Mike DeWine's declaration of the state of emergency and his recommendations Tuesday that all higher education institutions in Ohio move to remote learning for classes and all indoor events be discontinued, Heidelberg is taking several precautionary measures to protect the health and safety of our students, faculty, staff and community, including the following:

- **CLASSES:** Spring break is being extended to Monday and Tuesday, March 16-17, 2020. Classes will resume on Wednesday, March 18. However all courses will move to remote delivery immediately, until further notice. Decisions are still underway with regard to labs and performance-based courses and will be communicated as soon as possible. All instructors will receive details from Academic Affairs later today on the institution's instructional plans. The Owen Center for Teaching and Learning prepared a teaching continuity guide for all instructors that will soon be shared. Details about instructional support will also follow. The spring break extension will allow faculty members to make the appropriate preparations.
- **STUDENTS RETURNING FROM SPRING BREAK:** Students are permitted to return to campus from Spring Break. However, since classes are being conducted remotely, students are not required to return to campus unless their personal situation dictates they be here. Academic resources such as Beeghly Library and the Owen Center for Teaching and Learning, residence and dining facilities, athletic and recreation facilities, will be open.

The previously announced restrictions of university-sponsored travel to China, Italy, Iran and South Korea, which currently are under Level 3 warnings from the Centers for Disease Control and Prevention, remain in effect through at least April 20. All students with recent travel on spring break to these areas are to call the Stoner Health & Counseling Center to schedule a medical evaluation. Please be sure to CALL AHEAD.

- **EVENTS:** All events on campus are suspended through Friday, March 27, 2020. This includes concerts, performances, meetings and student activities, as well as the upcoming HYPE Career Ready® Day on March 26. As we monitor the evolving developments with coronavirus, we know that avoiding large group interactions will be one of the most effective measures we can take in preventing its spread.
- **ATHLETICS:** Outdoor sporting practices and competitions will continue at this time, in accordance with Gov. DeWine’s recommendations.
- **TRAVEL:** All University-related student travel is suspended until further notice. This includes students who were scheduled to participate in the Model UN of the Far West Conference in San Francisco. Travel related to University-sanctioned business will be reviewed on a case-by-case basis. We strongly recommend avoiding travel to those countries listed by the Centers for Disease Control and Prevention as Level 2 or Level 3.
- **EMPLOYEES:** The University will remain open for regular operations and all employees are expected to report to work as scheduled. Determinations about changes in services and/or staffing needs will be assessed on an evolving and continuous basis with input from all direct supervisors. If you believe you are at high risk (i.e., chronically ill and/or immuno-compromised prior to the outbreak period) or have a unique personal situation that may require an alternate or reduced work schedule, please bring this matter to the attention of the Office of Human Resources as soon as possible.
- **PREVENTION:** We encourage everyone to practice social distancing and enhanced preventative public health and hygiene on a regular basis. Visit the CDC website for further guidance on prevention. If you feel you are experiencing symptoms, please refer to important guidelines on the CDC website about how to respond.

Heidelberg has created and is maintaining a website for information, resources and updates for the campus community at [www.heidelberg.edu/coronavirus](http://www.heidelberg.edu/coronavirus).

We have also created a Google sheet to share questions and concerns as a virtual “open forum” for our campus community. You can post your questions here and we will do our best to address them in a timely manner.

Going forward, all of these decisions will be re-evaluated continuously by Senior Leadership and the appropriate staff and personnel, and adjusted accordingly as new information and guidelines emerge. Updates will be communicated as necessary. We fully understand that the measures outlined above will cause disruption and anxiety, but we believe we must take these steps to protect our students, faculty, staff and community and still deliver the high-quality education experience expected of us.

Thank you for your vigilance in working together to keep our campus safe and healthy.

Sincerely,

Rob Huntington  
President