



# MEMORANDUM

Thursday, March 12, 2020

Dear DCC family,

I know that many of you are understandably concerned about the novel coronavirus. In an effort to keep our campus community informed, we plan to continue communicating with you frequently until the coronavirus is no longer of public concern.

I recognize that this is a very stressful time and that information on the virus, local cases, and the best response seems to change frequently, which can add to the anxiety. I am sorry for that and want you to know that DCC cares deeply about your well-being and the well-being of our community during this uncertain time. Our community is fortunate to have no reported cases of COVID-19 at the current time, and it is our hope is that the Danville region will not be affected by the virus at all.

The coronavirus, known as COVID-19, continues to spread both globally and within the United States. As of this morning, Thursday, March 12, 2020, [38 states and the District of Columbia](#) had reported cases of COVID-19 according to data provided by the U.S. Centers for Disease Control and Prevention (CDC). While [Virginia has reported only nine cases to date](#), Danville Community College continues to encourage all students, faculty and staff to be proactive in taking steps to help protect themselves and members of our community against the spread of the virus. Each of us can minimize the impact of COVID-19, or any other respiratory virus, to our campus and community by mindfully following the [CDC's recommendations for preventative actions](#).

Guidance from local health officials and the CDC has been consistent in calling for an emphasis on preventative measures, including social distancing, to reduce the spread of the virus. To this end and out of an abundance of caution, DCC is taking the following steps:

## **Travel within the US:**

Effective immediately, DCC is prohibiting students, faculty and staff from College-affiliated travel to locations within the United States where the outbreak of the coronavirus has been the highest. Additionally, the College strongly discourages personal travel to these areas as well.

Should you choose to travel to such an area, please be aware that you may be asked to undergo a 14-day off campus self-quarantine, upon your return.

## International Travel:

With respect to international travel, [the CDC's travel notices](#) will be used to determine whether someone returning from an international destination will be subject to a 14-day off-campus self-quarantine period.

## If you have traveled or plan to travel:

Any students, faculty or staff who have traveled to an area heavily affected by the coronavirus should immediately contact their healthcare provider for evaluation. For assistance in devising a plan to continue with class and/or work obligations while in a self-quarantine situation:

- **Students** should contact the Dean of Students Cheryl Terry, [cheryl.terry@danville.edu](mailto:cheryl.terry@danville.edu)
- **Faculty and Staff** should contact AVP of HR Bruce Cottrill, [bruce.cottrill@danville.edu](mailto:bruce.cottrill@danville.edu) and their immediate supervisors.
  - Instructors and supervisors are encouraged to be flexible with options and/or the use of sick leave.

We acknowledge that this situation can change rapidly, and we will continue to monitor reports and update you on any further strategies that may need to be implemented. I plan to continue to communicate regularly with you about what DCC is doing in preparation, planning and response to the spread of the virus. **Please know this: our planning has prepared us to change our approach to this situation as needed, and we will do so when appropriate based on local conditions.**

Please take care, continue with the incredibly important preventative measures, and keep posted. As always, if you have questions, do not hesitate to contact us at [healthinfo@danville.edu](mailto:healthinfo@danville.edu), our HR office, or me.

Be safe,



Dr. Jackie Gill-Powell  
President

**DCC**

Danville Community College

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