



MEMORANDUM

Friday, March 13, 2020

Dear DCC family,

Danville Community College loves its faculty, staff and students as well as the community it serves. Out of an abundance of caution and to mitigate any potential risks associated with COVID-19 and its spread, please note that effective at 5:00 pm on Friday, March 13, 2020, Danville Community College is taking the following actions:

- Spring Break for students will be extended through Friday, March 20, 2020. All classes will resume through alternative delivery methods starting on Monday, March 23, 2020, and will continue using alternative delivery methods until *at least* Friday April 3rd.
- Students should check Canvas or contact their professors for class information. Students are expected to check their DCC e-mail accounts regularly during this period for updates.
- All faculty and staff are expected to report to work, as usual, on Monday, March 16, 2020, unless on otherwise approved leave.
- All DCC sponsored events are cancelled through Friday, April 3, 2020.
- College services at all locations will remain **open** (Monday-Friday, 8am-5pm.), including Enrollment Services, Financial Aid, Cashier's Office, Academic Advising, Counseling, Veteran Services, Library Services, Bookstore, and the Learning Resources Center. Food Pantry support will also be available. College Services are also available online at MyDCC and Navigate.
- The Libraries and computer labs will be open for students who require computer and internet access.

The coronavirus, known as COVID-19, continues to spread both globally and within the United States. As of this afternoon, Friday, March 13, 2020, [46 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), and [Virginia has reported 30 cases to date](#).

While no local cases have been reported, 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](#).

As noted in yesterday's update, 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
- **Faculty and Staff** should contact AVP of HR Bruce Cottrill, 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.

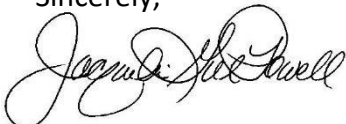
Consistent with yesterday's memo and CDC guidelines, students, faculty and staff returning from travel to any country for which the CDC has issued a Level 2 or Level 3 Travel Warnings related to COVID-19 should self-quarantine for 14 days.

This situation remains fluid, and it can change rapidly. We will continue to monitor reports and update you on any further strategies that may need to be implemented. College administration is actively monitoring conditions for further developments and will continue to respond accordingly. Danville Community College will provide updates at www.danville.edu/coronavirus.

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 remember: 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.

We value your safety and health. If you have any questions, contact healthinfo@danville.edu.

Sincerely,



Jackie Gill-Powell, EdD
President

