



*From the Office of the President  
Dr. Maria A. Lumpkin*



SAINT AUGUSTINE'S  
UNIVERSITY  
*Transform. Excel. Lead.*

## COVID-19 Update

March 16, 2020

Dear University Stakeholders,

Saint Augustine's University continues to closely monitor the ongoing Coronavirus Disease 2019 (COVID-19) outbreak. The University continues to ensure that our campus is proactive and educated on this emerging crisis. As the situation changes rapidly, our top priority remains the health, safety, and well-being of our community, on and off campus. The University remains open and operational in a limited virtual capacity with appropriate measures to protect the health of the community.

### Students

The University is currently on Spring Break March 16 - March 23. Those students who have left campus for the break should remain off campus through the end of the academic school year. All other students should leave campus by Friday, March 20 at 5:00 p.m. Those with extenuating circumstances should file their request to remain on campus through the following **Extended Stay Request Form** or contact the Division of Student Affairs at 919.516.4859. Beginning March 23 students must check their CAMS portal for instructions and information from their professor about remote instruction. The remote instruction for all classes including Extended Studies and Hybrid classes will begin on March 23.

### Course Instruction

**Saint Augustine's University will be transitioning all classes, including Extended Studies and Hybrid courses to remote delivery effective Monday, March 23, 2020 for the remainder of the semester.** Courses that are currently online will continue to be delivered in that format.

Courses that are currently being taught in face-to-face format will be moved to a remote delivery system. Faculty must communicate the instruction for course delivery by March 23, 2020. Delivery of instruction for courses with laboratory or clinical components is being evaluated and updates will be disseminated to the campus by the Office of the Provost. Students are required to check their university email and CAMS account multiple times each day. Each instructor should make a decision on how to deliver their course material through an appropriate means, as noted in the directive.

### **Accessibility**

Students who need assistance with academic accommodations should contact Tiffany Tuma Assistant Dean for the Center of Academic Success and Accessible Education [tctuma@st-aug.edu](mailto:tctuma@st-aug.edu) or 919.516.4101.

### **Remote Technology**

Faculty should contact the Academic Affairs Office [aroberts@st-aug.edu](mailto:aroberts@st-aug.edu) and 919.516.4608 or the Center for Information Technology (CIT) Department at [support@st-aug.edu](mailto:support@st-aug.edu) for assistance, if needed. The CIT Department has developed tools and resources to support all faculty in the transition to remote learning environments. The Center for Information Technology has provided a list of Remote Work Technology Resources <https://www.st-aug.edu/center-information-technology>. Please note: Students with limited access to the internet or computer access are strongly encouraged to contact their professor and department chair so the university can make the appropriate alternative accommodations.

The Prezell Robinson Library is available remotely to support online instruction. Our librarians will be available to offer one-on-one and or group consultation sessions upon request. Moreover, the library is prepared to provide virtual service via email, text and chat. Find out how [here](#). Access to the library will be limited to SAU students, faculty and staff.

### **Information for Faculty and Staff**

As part of larger social distancing strategies in response to COVID-19, managers and supervisors are required to implement remote working arrangements, beginning Wednesday, March 18. If you have traveled to CDC Level 2 or 3 destinations or destinations within the United States that have documented cases of COVID-19, we ask you to self-report your travel plans to the Human Resources Department at [npsmith@st-aug.edu](mailto:npsmith@st-aug.edu) or 919.516.4203.

### **Residential and Student Life**

All students living in residence halls who are currently away from campus for spring break should **NOT** return to the campus at this time and are invited to return back to their residence hall on the following days April 23-25 between the hours of 9:00 a.m. to 6:00 p.m. to get their belongings. If you would like to check out of your residence hall for the remainder of the semester earlier than the designated date, please contact your Resident Director to set up those arrangements. Students who are already on campus and must remain in campus housing should be aware that access to many facilities and services – including dining, recreation and student activities – will be limited. In addition, most student events and gatherings will be curtailed or canceled. Students will receive further guidance from the Vice President for Student Affairs. No visitation is permitted during the spring break period and this will be closely monitored with 24-hour security measures in place.

### **International Students**

International students, please contact Dean Ann Brown at 919.516.5083 regarding any special circumstances or concerns.

### **Dining Services**

The dining hall will implement the brunch schedule from 10:00 a.m. to 2:00 p.m. and dinner from 4:00 p.m. to 6:00 p.m. until Friday, March 20. For students who remain on campus the dining hall will be open from 10:00 a.m. to 12:00 p.m. **ONLY**, beginning Saturday, March 21, all meals -- breakfast, lunch and dinner will be provided for students during this time.

### **Events on Campus**

All on campus activities are cancelled through April 6 with updates provided as needed. Exceptions will be made for scheduled Membership Intake Processes (MIP).

**High School Day March 25th – Postponed**

**The Chamber Singers Tour March 18th—Postponed**

**Honors Convocation April 3rd -- Cancelled**

### **Commencement**

**Commencement will be postponed until December 2020.** Since commencement is seven weeks out and we do not know when the Governor of North Carolina's **Executive Order** banning gatherings of more than 50 people will be lifted, there will be no in-person ceremony

in May. **The College will confer degrees for students who complete all pending degree requirements this academic semester.** Your degree will be mailed. Please make sure your mailing address is up-to-date in the Registrar's Office.

### **Continued Safety Measures**

The University reminds the campus community to follow the recommendations of the CDC. As a reminder, please take these steps to monitor your health and practice social distancing, as recommended here by the CDC:

1. Avoid close contact with people who are sick
2. Avoid touching your eyes, nose, and mouth
3. Stay home when you are sick
4. Cover your cough or sneeze with a tissue, then throw the tissue in the trash
5. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe
6. Follow CDC's recommendations for using a face mask
  - CDC does not recommend that people who are well wear a face mask to protect themselves from respiratory diseases, including COVID-19
7. Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing

If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

### **Resources**

- **RAVE**
- **Spectrum** for offer for free wifi to students without it
- **UHAUL** for discounted rates for 30 days but cancellation is required (Dean Ann Brown is the contact 919.516.5083)
- **The Prezell R. Robinson Library**
- **Center for Information Technology (CIT)**
- **Coronavirus Information and Tips**
- **CDC Information**
- **Counseling and Psychological Services (CAPS)**
- **Gordon Health Center**

In closing, as we adjust quickly to this “new normal” in the delivery of academic programs, introduce tele-working to our campus operations, and explore virtual collaboration I urge each member of our community to be flexible and patient as we charter new territory in our community. A hallmark of our University is our caring community, our day-to-day interactions, our small classes and strong relationships between professors and students. We understand that these measures are disruptive but we believe they will help minimize the risk. We are committed to returning to a normalcy.

I want to thank our faculty and staff as they work hard to implement these initiatives; they are dedicated to the best interests and success of our students. The Saint Augustine's University community is at its best when we work together. We are in challenging times. It's our commitment to each other that will help us all see this through.

Sincerely,

A handwritten signature in cursive script that reads "Maria A. Lumpkin". The signature is written in black ink and is positioned above the typed name and title.

Dr. Maria A. Lumpkin '96

Interim President Saint Augustine's University