



March 12, 2020

Dear Carl Albert family,

The health and well-being of our entire Carl Albert community is always of paramount importance. Your campus leadership is closely monitoring the evolution and spread of the novel coronavirus (COVID-19). The situation evolves nearly daily, so we remain in close communication with the local and state departments of health, our resources at the Office of the State Regents for Higher Education, and fellow higher education peers. We feel it is important to mention that, according to the State Department of Health, the coronavirus is NOT currently spreading in Oklahoma and the general public's immediate health risk related to this virus is low.

Out of an abundance of caution, our campus leaders have implemented the following:

- Placing additional hand sanitizing stations in all campus buildings
- Utilizing sanitizing foggers in all offices, buildings, and residence halls
- Purchasing and providing additional sanitizing wipes for concentrated areas such as Café 1507 and the computer labs
- Placing around campus informational posters on protecting yourself and others from the spread of not only this virus, but other infectious organisms as well

At this time, we continue to encourage you to practice the following:

- Safe and frequent hand-washing, washing your hands for at least 20 seconds with soap and water, or utilizing a hand sanitizer that is at least 60% alcohol
- Stay home if you feel sick
- Cover your mouth with your elbow when coughing or sneezing
- Routinely clean frequently touched surfaces with a disinfectant

Upon returning from Spring Break, it is the plan for Carl Albert to conduct business as usual and reopen to all students, staff, and faculty. Should the situation change and online/Blackboard classes be implemented, you will be notified via your campus email. Please consider taking all necessary school items with you upon your departure from campus for Spring Break in the event that face-to-face instruction is ceased. Your campus leadership will be monitoring the situation throughout the break in an effort to best protect our student body and employees. Should you travel over Spring Break, we ask that you familiarize yourself with, and practice, the protocols from the Centers for Disease Control and Prevention. Additionally, if you plan to travel over the break, we ask that you inform the Office of Student Affairs of your travel plans prior to the break. We would be remiss if we did not discourage international travel for personal reasons; before doing so, please consider the totality of the circumstances regarding world-wide travel and safety.

Please note that we are working diligently to balance action steps with updates as they become available; the situation evolves rapidly, and we are working closely with the experts and our peers to ensure we make sound, logical, and well-timed decisions. We appreciate your patience as we determine, as a team, the best decisions for Carl Albert as a whole.

Kind regards,

President Jay Falkner
Carl Albert State College