

March 12, 2020

Faculty and Students,

I apologize in advance for adding one more Coronavirus-related email to your inbox, but this is **extremely important**. As you know, the situation regarding the Coronavirus is developing quickly, prompting an appropriate response by every organization in the country. Sporting events and conferences are being canceled, a few corporations are asking employees to work remotely, and some schools and colleges are temporarily closing and/or changing their course delivery systems.

Westminster College has two primary goals during this critical time. First, we will do everything possible to ensure the well-being of our students, staff, and faculty. Second, we must be certain that students learn course material and achieve the learning outcomes for every class in which they are enrolled.

We have not yet reached a decision to delay returning from spring break, but you must be prepared for such a possibility. If we delay students' return from spring break for a week or longer every class will be moved online for the duration of that delay. Consequently, **you should take your iPads, textbooks, and other materials for all your classes when you leave campus**. I also ask that you check the Westminster website and your campus email regularly because we will announce any decisions as soon as possible.

Always let me know if you have questions or concerns.

Thank you.

David Roebuck, Vice President for Academic Affairs and Dean of Faculty