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Dear Westminster Community,

Our COVID-19 Task Force has worked diligently since this winter to ensure your health and safety. The last three weeks, as restrictions have eased in the state of Missouri, are no exception. I want to take this opportunity to outline for you the phased plans Westminster is implementing now, in the next six to eight weeks, and into Fall Semester 2020.

First, for those who have not been back to Westminster since earlier this spring, I want to review what has taken place on campus since classes switched to a virtual format on March 23. Chaired by Dr. Kasi Lacey, Vice President/Dean of Student Life, the Westminster COVID-19 Task Force extensively reviewed guidelines established by the Centers for Disease Control and Prevention (CDC), the Missouri Department of Health and Senior Services, the Callaway County Health Department, and the American College Health Association (ACHA).

In preparation for the phased return of staff to Westminster on May 18, the Task Force recently utilized a number of safety guidelines established by a corporation that specializes in workplace recovery readiness. Many safety precautions and workspace changes were completed. Some of those changes are listed below along with further information concerning what to expect, tentatively, this summer:

- May 18: Westminster work spaces were modified to implement social-distancing practices of six feet, the optional use of masks, the installation of hand-sanitizing stations and sneeze guards throughout campus, and phased staff schedules so that no more than 10 employees are located in one department at a time. Increased office-cleaning schedules using upgraded chemicals were part of this campus reopening phase.
- May 28: The Callaway County Health Department Emergency Response Team completed an extensive facilities walk-through to provide further formal safety recommendations.
- June 1: Westminster's new Coordinator of Campus Safety and Compliance will join Westminster to ensure health and safety guidelines throughout all departments are met and to provide additional training to staff, faculty, and students. Limited in-person and scheduled campus visits will begin through Enrollment Services starting June 1. Guidelines on visiting Westminster can be found [here](#).

- July 1: Additional communication regarding the final plans, schedule, and location of Commencement 2020 will be sent. The Task Force is currently

examining the preparations and plans as they relate to the August 8 in-person graduation, which is subject to change if COVID-19 surges.

- July 15: The Task Force and Academic Administration, headed by Dr. David Roebuck and Dr. Cinnamon Brown, are developing academic plans that will be implemented if necessary, taking into account safety precautions, classroom modifications, and academic format delivery. Communication about those plans will be discussed with faculty in the weeks to come and will be sent on July 15.

In addition, the Task Force is reviewing screening and testing possibilities and working with all departments, especially Campus Dining, Athletics, and Residential Life, to ensure the health and safety of all. Finally, Westminster's COVID-19 Emergency Response Plan that was devised early last winter remains in place.

As colleges and universities worldwide attempt to meet never-before-seen challenges in higher education as a result of the COVID-19 pandemic, Westminster strives to lead by example, which is its legacy since 1851. Our beloved small college is at a slight advantage when campus size and faculty/staff dedication to our students — who we care for and know by name — are taken into consideration. We have a lot to offer here at Westminster, and I know we will meet the challenge.

Sincerely,



Fletcher M. Lamkin, Ph.D.
President

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