Dear Campus Community,

Over the past few days, city- and state-wide actions to limit the spread of Coronavirus (COVID-19) have become more and more restrictive. The campus buildings are empty, and many of us are anxiously awaiting updates while checking on friends, family, and loved ones. In the midst of this rapidly-evolving crisis, the likes of which we’ve never seen before, I’m moved beyond words by your continued commitment to Roxbury Community College.

I’ve heard from countless students, faculty, staff, and alumni over the last few days, all of whom have offered words of encouragement, support, and hope. So many of our dedicated faculty and staff have offered remote assistance, and everyone has expressed deep, sincere concern for the well-being of our community. In the most troubling of times, we have come together in unprecedented support for our students and each other. It’s perhaps the one silver lining to this difficult situation.

Based on guidance received from the CDC, Governor’s Office, MA Department of Public Health, and MA Department of Higher Education, we have developed a plan to allow the continued delivery of instruction, essential student support, and college operations remotely, **limiting the number of individuals on-campus until at least Monday, April 27, 2020.**

**Instruction**
As discussions with MCCC and DCE continue, we are now confident that we can transition many of our courses to a remote learning model. We will use next week (March 23, 2020 – March 28, 2020) for virtual faculty training, so that our faculty have the resources needed to maximize remote learning opportunities.

Faculty – The Office of Academic and Student and Affairs sent details on this transition to you earlier today. Please contact Vice President of Academic and Student Affairs Kimberly Rogers at krogers@rcc.mass.edu if you did not receive the email.

Students – You will receive information on your courses from professors.

**Student Support**
Student support services, such as Advising, Financial Aid, Enrollment, and other vital student services, will be provided remotely, beginning on Monday, March 23, 2020. Employees who offer these services will be provided with the technology to work remotely and by appointment, on campus.

Students will receive instructions on accessing student support from the Office of Student Life.

**Staff**
Most staff will be asked to work from home. Some staff will be asked to be on campus, on a limited basis. We have launched Microsoft Teams to support virtual collaboration, and we will provide you with the technology needed to work remotely.

Staff will receive information on working from their supervisors.

All staff members should fill out the following survey to indicate their technology needs, if you have not already done so:  https://www.surveymonkey.com/r/MQ6GVFN.

**On-Campus Meetings and Gatherings**

There will be no on-campus meetings or gatherings until at least April 30, 2020. We may need to extend this end date to include early May. For now, we are working with SGA and other student organizations to maximize the opportunities for virtual student engagement.

At present, Commencement is still scheduled for Friday, May 15, 2020. If we are required to postpone the ceremony, we will inform you directly.

**Prevention and Care**

Please continue to follow the CDC and MA Department of Public Health guidelines on prevention and care. Know that there are all official hotlines if you or your loved ones are in distress:  https://www.mass.gov/service-details/crisis-hotlines.

As the continuation plans are finalized and communicated, we will continue to post all relevant information on  rcc.mass.edu/coronavirus. All questions and concerns should continue to be directed to  COVID-19@rcc.mass.edu.

Thank you for your continued support. Take care, be well, and please be in touch with questions and concerns. We are here to support you.

Best Regards,

Dr. Valerie Roberson
President, Roxbury Community College