



Dear UCC Campus Community,

Earlier today, Oregon Governor Kate Brown [issued an executive order](#) aimed to slow the spread of COVID-19 in Oregon. The order cancelled all large gatherings of 250+ people statewide, effectively immediately through April 8. The order also contains guidance for schools and employers.

Following the governor's order, administrators from higher education institutions across the state participated in a phone conference with the Higher Education Coordinating Commission (HECC). The following guidance was provided to the state's colleges and universities:

1. Stay open and operational.
2. Shift to remote/online learning options where feasible. Where it is not feasible (e.g. labs, CTE, other), limit group size and/or expand classroom space to provide more distance between participants.
3. Shift to telework to the greatest extent feasible consistent with maintaining core operations.
4. Limit all non-essential meetings above 20 people.
5. Limit all non-essential travel: international, out-of-state, and in-state.
6. Dining facilities: encourage distancing, reconfiguring to emphasize take out.
7. Cancel school-associated gatherings and group activities that do not allow for individuals to maintain a distance of three feet or more from one other.
8. Cancel audience admission at intercollegiate athletics and activities, except for student participants, essential personnel, and credentialed media.

**Here are current actions involving UCC:**

Events through April 10:

- NWAC Basketball Tournament: cancelled
- UCC Baseball games on Friday and Saturday, March 13 and 14: cancelled
- SkillsUSA state competition: postponed
- Tour of Indonesia concert on March 13: continue as scheduled (ticket limit is 125)
- Soul of Brazil on March 14: cancelled by artist due to travel
- Distinguished Young Women on March 14: continue as scheduled (ticket limit is 160)
- UCC Concert Band performance on March 16: continue as scheduled
- Welding Workshop on March 19: continue as scheduled
- Math Competition on April 2: pending feedback from local high schools
- Miss Douglas County Pageant on April 4: pending
- Explore Event on April 8: cancelled/reschedule pending
- Peace Tree Ceremony on April 8: pending

- Jazz Insiders Concert on April 11: will continue for now as pending

#### International travel:

- The student trip to Indonesia is cancelled/being rescheduled
- International students are being encouraged to stay in Douglas County during Spring Break

#### Non-essential travel:

- All non-essential college-related travel is cancelled through April 10
  - Non-essential is defined as anything that does not relate to compliance and accreditation
  - A separate communications piece with instructions will be distributed

#### Final exam week, Spring Break, and the first two weeks of Spring term:

- Final exams will continue on campus as scheduled
- The campus will be open during Spring Break (small group campus tours can continue)
  - UCC employees are expected to work normal business hours during Spring Break
  - The College is not set up to work from home, so telecommuting is not an option
- Financial Aid is working on a plan that would allow financial-aid eligible students to purchase books next week during finals week. More information is forthcoming. Students are encouraged to purchase books prior to leaving for Spring Break.
- Instruction is moving online, however instructors can work from their offices on campus
  - Training will be provided by UCCOnline for faculty and students who need online help (Canvas utilization).
- Academic delivery will be online for the first two weeks of Spring term (March 30 through April 10)
  - Applied classes (labs, studios, clinicals, welding, etc.) may be held on the campus during regular business hours. Work with your department chair to work out the details
- The Library will remain open during its normal operating hours. Visit [umpqua.edu/library](http://umpqua.edu/library)

As you are aware, this is a highly fluid situation. Information changes minute-by-minute. UCC administrators will re-evaluate these academic arrangements during the week of April 6.

Thank you,

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