

## Oklahoma State System of Higher Education Response to COVID-19

Questions regarding the Oklahoma State System of Higher Education's response to COVID-19 may be directed to Kylie Smith, Vice Chancellor of Administration, at [ksmith@osrhe.edu](mailto:ksmith@osrhe.edu).

### Research Tier

#### Oklahoma State University (as of April 27)

**Employees:** At this time, we believe it is prudent to extend our temporary building closure to visitors through the end of the spring semester, May 8, unless extended or rescinded earlier. Employees will continue to have access to their buildings; however, we ask supervisors to continue aggressive social distancing actions such as allowing staff to telecommute where possible. Also, in accordance with the city of Stillwater's recent emergency proclamation, all OSU employees who currently work on-campus to support essential, mission-critical functions, are strongly encouraged to wear face masks while at work. For staff and faculty members over the age of 65 or vulnerable individuals with serious underlying medical conditions, options for telecommuting will be prioritized. However, if there are no options for telecommuting, these individuals will be provided with administrative leave, as well as leave provided under the Families First Coronavirus Response Act once enacted. For staff and faculty who are unable to telecommute and are not in an on-campus essential/mission-critical position, administrative leave will be provided.

**Students:** All classes at the Stillwater and Tulsa campuses will be delivered online for the **remainder of the spring semester**. At this time, we believe it is prudent to extend our temporary building closure to visitors through the end of the spring semester, May 8, unless extended or rescinded earlier. Staff and faculty will continue to provide services through telecommuting and, for some, on-campus work to support essential and mission-critical functions. If access is needed to a building during this time, please contact an adviser, supervisor, or dean. All summer camps originally scheduled to be held on the Stillwater campus are canceled. All OSU events scheduled through July 1 will be held virtually, rescheduled or canceled. This includes, but is not limited to recruitment events, tours, student programs, reunions, performances, conferences and social events. New Student Orientation will remain a virtual experience all summer regardless of date. We will continue to evaluate event hosting and will issue an announcement regarding events slated after July 1.

**Housing:** OSU strongly encourages reducing occupancy in on-campus housing for the rest of the spring semester. Students who must maintain a physical presence on the Stillwater campus must provide their reasons and agree to a health screening by OSU's Health Services. OSU developed a schedule for students to move out over a 12-day period (March 23 – April 3), that staggers time slots and limits the number of students who could move out each day in order to practice safe social distancing in buildings. Students who cannot or do not want to travel back to Stillwater to retrieve their belongings at this time can request an extension that will be granted and then work with Housing and Residential Life to schedule a time in the future. If a student is returning to their same room next year, they do not need to move their belongings out. OSU will provide a pro-rated refund for housing.

**Commencement:** Due to the COVID-19 pandemic, Oklahoma State University's May commencement ceremonies will be held in Stillwater on Dec. 11-12. An online RSVP will be sent to the May graduating class. For those unable to participate in the December events, the committee is exploring options to recognize them online or at other future ceremonies.

**Travel:** All university-affiliated international travel for students, regardless of location or nature, has been canceled, including summer study abroad trips. Faculty or staff international travel is also currently prohibited.

**Summer 2020 Courses:** The Dean's Council unanimously agreed to move all intersession (with the exception of August intersession and summer courses) online in order to further comply with social distancing guidelines set forth by health officials. Students enrolled in summer courses will receive additional information soon from their instructor via email or Canvas. All summer camps originally scheduled to be held on the Stillwater campus are canceled. All OSU events scheduled through July 1 will be held virtually, rescheduled or canceled. This includes, but is not limited to recruitment events, tours, student programs, reunions, performances, conferences and social events. New Student Orientation will remain a virtual experience all summer regardless of date. We will continue to evaluate event hosting and will issue an announcement regarding events slated after July 1. OSU has made the decision to waive online fees for all online summer 2020 classes, including summer intersession.

**Fall 2020 Enrollment:** Most in-person services on campus will be greatly reduced in partnership with the City of Stillwater. OSU will provide many online services for students while they are away from campus, including but not limited to: Academic Advising, Bursar, The Office of Scholarships and Financial Aid, and The Division of Student Affairs. As spring classes resume online and summer/fall 2020 enrollment begins, the Registrar's Office is eager to support students. Priority enrollment for summer and fall 2020 has begun. Students can find their enrollment date in the *Notes* section of their Student Profile in Self-Service or on the Office of the Registrar page. Oklahoma State University intends to have on-campus classes this fall.

**Community Support:** Oklahoma State University is helping Oklahoma ramp up its COVID-19 testing capability after procuring supplies sufficient to analyze approximately 10,000 COVID-19 test samples being taken by health care professionals across the state. Through coordination with partners from the OSU Center for Health Sciences, the lab has been certified by the Center for Medicare and Medicaid Services to run the tests for COVID-19. In partnership with the Oklahoma State Department of Health (OSDH), OSU's certified diagnostic laboratory has the personnel and equipment to begin testing. The OSU Animal Disease Diagnostic Lab has played a critical role in testing hundreds of Oklahomans for COVID-19, far more than the state's resources originally could allow. The Animal Disease Diagnostic Lab received enough supply to conduct 10,000 tests, and it has a maximum capacity to conduct more than 2,000 tests in one day. This puts OSU in a position to carry out the highest number of COVID-19 tests of any lab inside Oklahoma's borders.

**Contact for Health-Related Questions:** University Health Services, 1202 W. Farm Road, Stillwater, OK 74078, Open Monday through Friday, 8 a.m. – 5 p.m., (405) 744-7665

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## **University of Oklahoma (as of April 27)**

**Employees:** To comply with Governor Stitt's March 24 Safer-at-Home order in response to the COVID-19 crisis, the University will further reduce operations to essential services beginning Thursday, March 26 through April 15. This applies to all three campuses. This situation is evolving, and the University's needs and response may change at any time. All employees who do not perform in-person essential services on campus are directed to telecommute to the extent their duties can be performed remotely. Supervisors can direct employees to perform duties outside of employees' normal responsibilities that are related to their work and can be done remotely, including training or cross-training for other departmental duties. All employees who do perform in-person essential services are expected to continue working on campus and should check with their supervisors about their schedule. Essential services are functions and duties that should be done on campus and should not be deferred during a public health emergency; these duties should be performed continuously or resumed quickly following a disruption. Benefits-eligible employees in non-essential roles who are unable to telecommute, and cannot be assigned other responsibilities, will continue to be paid. They should submit their time as Administrative Leave-COVID in coordination with their supervisor. Employees who are not benefits-eligible are not eligible for Administrative Leave. If an employee has unscheduled or scheduled paid time off (PTO) during this event, the time should not be changed to Administrative Leave. The employee should continue to report their time as Paid Leave.

Students: OU Norman - classes will remain online for the **remainder of the semester**. OUHSC - students enrolled in HSC programs have received direct communications from their colleges about online instruction and modifications to clinical and community-based instruction. OU Tulsa - Norman-based programs will remain online for the remainder of the semester, HSC programs will receive direct communications from their colleges regarding both classes and clinical rotations. The counseling center will remain open during the semester and can provide services by phone or Zoom. OU is currently working on a pass/no-pass grade option to help adapt to the current, extraordinary circumstances with details forthcoming. OU is activating an emergency financial assistance program to help students who are being presented with unique financial challenges at this time. OU requests that all OU researchers prepare for an orderly ramp down of all nonessential on-campus research by close of business Tuesday, March 24. Effective 5 p.m. this Tuesday, March 24 and until further notice, all OU research and creative activity requiring individuals to work on campus, in university-owned facilities, or in the field will be suspended, with rare exceptions as to perform essential research functions as defined on the website. All in-person events on all three campuses are suspended through at least July 31. This restriction includes events that are not University-sponsored as well, including conferences, campus, symposia, and social gatherings. This does not preclude small internal meetings, where social distancing should be practiced. The OU Athletics Department has suspended all athletics competitions, as well as all out-of-season practices and workouts, until further notice.

Housing: On-campus residential housing at the Norman campus will be closed for the summer until August 1. This does not apply to Kraettli and Traditions apartments. Only students with extenuating circumstances are permitted to request exemptions from moving out. Students that left housing for Spring Break were directed no return to campus until scheduling a move out date to occur no earlier than 14 days after Spring Break (April 6) with the purpose of adhering to CDC recommendations in regard to social distancing and space occupancy. This time has been extended to the end of April/early May in accordance with the stay-at-home order issued by the Mayor of Norman and Governor of Oklahoma. Move-out protocols are in place to mitigate risk. OU HSC Housing residents at the University Village Apartments are permitted to remain in their housing locations without interruption. Move-out protocols are in place to mitigate risk including: a) systematic timeframes for students to sign-up that limits amount of people per floor and during opposite times nearest floor mates; b) key drop in lockboxes to minimize staff contact; c) hourly sanitizing of elevators and targeted cleaning of high traffic areas; d) limiting number of student guests in the buildings. OU is providing appropriate pro-rated refunds for those students with housing and food service contracts, with details to follow.

Commencement: OU will offer graduating seniors a virtual commencement ceremony on May 8 and in-person ceremonies on August 8-9. The school's virtual ceremony will be at 7 p.m. on May 8. The names of graduates will be announced as their photos and degrees are displayed online. Participants are encouraged to wear their caps and gowns and accessories for their photo submissions. All May 2020 graduation candidates, whether they participate in the virtual ceremony or not, may attend the rescheduled in-person ceremonies on August 8-9 in the Lloyd Noble Center.

Travel: For all employees, students, resident physicians, and mission-critical campus visitors/vendors – If you have returned from domestic or international travel in the last 14 days, you must complete a screening for assessment and clearance PRIOR to returning to campus. Domestic travel is defined as travel outside the state of Oklahoma. Please note that campus is closed to visitors and vendors who are not considered mission-critical. OU employees, students, and resident physicians: please complete the online COVID-19 Travel Screening Form (found on the OU COVID-19 website) as soon as possible. Mission-Critical Campus Visitors/Vendors: Contact the appropriate campus for a screening (Norman Campus – 405-325-8732; OUHSC – 405-271-2577 or [employee-health@ouhsc.edu](mailto:employee-health@ouhsc.edu); OU-Tulsa – 918-660-3102 or [TulsaStudentHealth@ouhsc.edu](mailto:TulsaStudentHealth@ouhsc.edu)). All University-related air travel, domestic and international, has been suspended.

Summer 2020 Courses: Norman campus summer classes will be offered exclusively online. Students who have already registered for summer session will be contacted in the event their enrollment needs to be modified. Students wishing to enroll for summer session may do so by visiting [ou.edu/summersession](http://ou.edu/summersession). Services like OU Libraries, the Writing Center, Student Learning Center, and Information Technology, have gone to great lengths to assure that students will be seamlessly served virtually. Students enrolled in Health Sciences Center programs have received or will soon

receive direct communications from their colleges about online instruction and modifications to clinical and community-based instruction. Norman-based programs (College of Architecture, Arts & Sciences, and Engineering) will offer classes online for the summer session.

Fall 2020 Enrollment: Understanding that current financial situations may be uncertain for students and families, OU will not place registration holds for students who miss their minimum payment in March. With fall 2020 enrollment windows opening in late March and April, OU hopes this delay will give students time to focus instead on their continuing courses and enroll in necessary coursework for next fall. OU intends to resume in-person classes this fall at its campuses in Norman, Tulsa, and Oklahoma City.

Community Support: OU Medicine and its academic partner, the University of Oklahoma Health Sciences Center (OUHSC), along with the Oklahoma Medical Research Foundation, have launched a multifaceted strategy to begin testing samples on campus as soon as possible. Oklahoma Medical Research Foundation (OMRF) scientists are teaming with the OU HSC in an emergency effort to process COVID-19 tests. OU Medicine is preparing mobile emergency rooms, located near the Emergency Room entrance of OU Medical Center, 700 NE 13<sup>th</sup> St., to help medically screen urgent and emergent patients for COVID-19. OUHSC has launched a research collaborating with Pure MHC, a biotechnology company, to work toward the development of a vaccine for the COVID-19 virus. OU Medicine announced Thursday, April 9, that it is partnering with the Mayo Clinic to carry out a new clinical trial to assist with treatment of the sickest COVID-19 patients. The trial, which OU joined this week, takes plasma from individuals who have recovered from COVID-19 and gives it to those who are still extremely ill with the virus. More than 40 individuals from across the University of Oklahoma's three campuses have combined their expertise to develop, prototype, validate and offer recommended essential equipment designs.

Contact for Health-Related Questions: If you have been in close contact with an individual diagnosed with COVID-19, call or email your campus health clinic: Norman – Goddard Health Services Nurse Line – 405-325-8732; OUHSC – 405-271-2577 or [employee-health@ouhsc.edu](mailto:employee-health@ouhsc.edu); OU-Tulsa – 918-660-3102 or [TulsaStudentHealth@ouhsc.edu](mailto:TulsaStudentHealth@ouhsc.edu). If you begin experiencing symptoms that could be consistent with COVID-19, please remain home and contact your campus health clinic for further guidance regarding restrictions to return to campus. Please contact your primary care provider with any personal medical questions and for guidance concerning your specific symptoms.

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## Regional Tier

### Cameron University (as of April 24)

Employees: Access to all campus sites remains restricted until May 1, 2020. Essential personnel on the Lawton campus should monitor the City of Lawton's continuing discussion about requirements for nose and mouth coverings in some circumstances and locations. As of today (April 15), masks are not required. To that end, student instruction continues, although in a virtual format. Small-group academic sessions have been discontinued. Generally speaking, continuation of the university's educational mission has taken precedence over normal duties and work hours. The Vice President for Academic Affairs will provide chairs and deans with additional information regarding the development and reporting of alternative learning arrangements. Each member of the instructional faculty has communicated the modified means of instruction with students in their assigned classes.

Students: Cameron will convert spring 2020 academic instruction to hybrid or alternative environments beginning March 23 through the **remainder of the spring 2020 semester**. Access to all campus sites remains restricted until May 1, 2020. Each instructor or professor will communicate with their students about the means of instruction that will begin on Monday, March 23. For students about to graduate, CU will make every effort to assure the opportunity to graduate in a timely manner while meeting all required academic objectives. For students employed on campus as student workers or assistants, additional information will be provided by email. The Lone Star Conference suspended all spring sports competition for the remainder of the spring 2020 season. CU has cancelled all events on their Lawton

and Duncan campuses through May 10, 2020, whether it applies to CU-sponsored events or those hosted by external groups. Cameron University has been designated to receive funding from the U.S. Department of Education to provide emergency assistance to students due to the COVID-19 pandemic. CU students should be aware that this funding comes with significant restrictions on eligibility, so not every student will receive assistance. Additional information will be provided to students when the university is completely briefed on the parameters of grant restrictions. If a student is found to be eligible to receive assistance, funds will be distributed via the university's financial partner, BankMobile.

**Housing:** Those who live on campus are encouraged to remain at home for the remainder of the spring 2020 semester but will be allowed to return to their Cameron Village apartments or Shepler dormitory rooms. Modified food service will be available to resident students with meal plans. Effective March 23 until further notice, Cameron Village apartment blocks and residential floors in the Shepler Towers are restricted to occupants and support staff only. Student Housing and Residential Life staff have established an express check out process that minimizes human contact and maintains social distancing. Building and room access is expected to be coordinated with on-call housing staff to assure security of personal property and to assure social distancing. Once a CU housing student leaves the dormitories or apartments, they may not return to housing without express written consent by the Vice President of Enrollment Management and Student Success.

**Commencement:** Cameron University has cancelled its Commencement, Graduation Hooding and ROTC Commissioning planned for May 1, 2020. The university is actively exploring ways to honor those graduates and award recipients at an appropriate time in the future.

**Travel:** Out of State Travel – All university-sponsored travel, out-of-state or international, is suspended until further notice unless such travel is mission critical to the university or is a public safety obligation. In-State Travel – All university-sponsored in-state travel requests will be reviewed using the same process as normally used for out-of-state travel requests. Please allow additional time for processing of requests. Where applicable, meeting by telephone or other virtually-enhanced environment is strongly encouraged. Personal Travel – The University advises all individuals to exercise caution during personal travel of any kind and to stay informed by regularly checking the CDC website. Please be aware that countries, states, or counties may impose restrictions that limit your movement at any time and with little notice.

**Summer 2020 Courses:** Cameron University's Summer 2020 term will take place as scheduled, and enrollment is in progress. At this time, the university is planning for primarily technology-enabled, virtual instruction, although there remains the possibility of face-to-face traditional instruction.

**Fall 2020 Enrollment:** The fall 2020 semester is as-yet unaffected by COVID-19 considerations and enrollment is open. No in-person enrollment or advising is being conducted, and students are encouraged to visit virtually with an adviser before enrolling online. Current students should contact their adviser via phone or email. Adviser information can be found through the students' AggieAccess portal. Newly admitted students should start the enrollment process by calling the Academic Advising Center at 580-581-6741 or CU-Duncan at 580-581-5950. Cameron University's summer 2020 enrollment cycle will begin March 31. Seniors, graduate students and honors program students can enroll on Tuesday, March 31, followed by juniors on April 1, sophomores on April 2, and freshmen on April 3. Open enrollment will begin on April 6. A revised schedule will be made available on the enrollment website no later than noon on March 30.

**Community Support:** Cameron University Biological Sciences Program donated yellow isolation gowns to Public Safety and the CU Radiologic Technology Program and CU Respiratory Care Program donated all PPE in their inventory to Comanche County Memorial Hospital through Great Plains Technology Center.

**Contact for Health-Related Questions:** The Cameron University telephone hotline or email (580) 581-2676 or coronavirus\_hotline@cameron.edu, which will be staffed Monday through Friday, 9 a.m. to 3 p.m.

## East Central University (as of April 21)

**Employees:** To comply with Governor Stitt's extended "Safer at Home" order on April 30, the campus will remain closed until then. To protect employees, only essential ECU personnel should be on campus. Employees able to telework and/or on a flexible schedule should continue with this practice until May 18. Should non-essential businesses not be allowed to return to normal operation by May 18, we will extend the campus closure until it is reasonably safe to return. On June 1, we begin our summer schedule of Monday through Thursday, 7:30 a.m. – 5:30 p.m. with a 30-minute paid lunch break. We will also continue providing an additional 30 minutes for employees who use the wellness incentive. A few operations that remain essential to campus will require personnel from these areas to be on campus to perform specific functions. The vice presidents overseeing those areas will communicate the individual plans for those employees, with possible rotated schedules. Employees should communicate with their vice president if they believe they need to be on campus. The Office of Employment Services will provide additional information on leave policies through the Families First Coronavirus Response Act, or employees may contact their supervisor to develop a work schedule that allows for both project completion and interaction with their children as K-12 will be going back to school virtually. Staff who are telecommuting are to be available during regular office hours unless otherwise determined by their immediate supervisor.

**Students:** Students will begin internet-based coursework on the 30<sup>th</sup> and courses will remain virtual/online for the **remainder of the spring 2020 semester**. Students with clinical or field experiences should check with their faculty supervisors. Tutoring is available online and advising will be conducted by phone and email, with advising for new students in-person on a limited basis, by appointment. Linscheid Library is available to a limited number of ECU students, faculty, and staff and you must show your ECU ID to be admitted. The library is closed to the public. All events of any size are rescheduled or postponed with dates to be determined. The University Center, including the Wellness Center, will not open until the CDC advises resuming normal operations. Students are being asked to not return to campus and have received a separate email. ECU has applied for funding through the CARES Act and will disburse it to students as soon as it is received. Students will be asked to attest they have a need for the funds. The awards will be based on the spring semester credit hours and be for students currently enrolled. The funds will be issued to the Bank Mobile card the University uses for refunds. The funds are considered a grant and do not need to be paid back to the University.

**Housing:** If students have no other housing option, they will remain in their respective halls or move into one or two residences. Services for students will be extremely limited at this time. All other students are encouraged to return to their family residences. ECU will provide a pro-rated refund for housing. Those living in University housing who traveled outside Oklahoma for Spring Break may not return to campus. This includes returning to campus to pick up personal items and checking out of the residence halls. If students living in the residence halls traveled outside of Oklahoma and have already returned to campus, they are asked to please notify the Housing Office immediately and are asked to self-quarantine and food drop arrangements will be made. ECU has implemented a virtual check-out process. Students schedule a time to be on-site to retrieve their belongings and leave the key in the room when they are finished. Custodial will then clean the site. ECU is prorating refunds for the housing and meal plans. At this time (April 21), residence halls remain closed with the exception of the few who are not able to find alternative housing through the summer. At this time, ECU plans to open the residence halls to students in August for the start of the fall semester. Food service will continue through lunch on May 8 and then close for the summer as is the regular practice.

**Commencement:** ECU is waiving the graduation fee for May 2020 graduates. The fee for a certificate-only candidate is \$25, a bachelor's degree is \$50, and a master's degree is \$75. Students who are scheduled to graduate in May who have already paid the fee will receive a refund. Students may still receive their regalia through the ECU Bookstore ([www.ecubookstore.com](http://www.ecubookstore.com)). You will order your cap and gown, go through the checkout process, but not supply any payment information. The ECU Bookstore will mail your regalia to the address you provide. ECU has reviewed the survey results for commencement options for their spring graduates. The top category was to attend a ceremony in December. ECU will be holding a special ceremony just for spring 2020 ECU graduates on December 12. More information will be forthcoming.

**Travel:** All out-of-state travel is suspended immediately. An employee may request an exception from the appropriate vice president should the travel be mission critical. Those living in University housing who traveled outside Oklahoma for Spring Break may not return to campus for 14 days from the date arrived home. This included returning to campus to pick up personal items and checking out of the residence halls. If students living in the residence halls traveled outside of Oklahoma and have already returned to campus, they are asked to please notify the Housing Office immediately and are asked to self-quarantine and food drop arrangements will be made.

**Summer 2020 Courses:** A May intersession and summer 2020 classes will be online. ECU continues to monitor the effects of the virus and will determine at a later date if they can add in-person classes to the second 4-week session of the summer schedule. ECU will update students as the summer session draws nearer.

**Fall 2020 Enrollment:** Please contact the Academic Success Center at 580-559-5696, however, please note that services for students are extremely limited at this time while the campus is closed. To assist with enrollment, ECU is raising the financial hold limit to allow more students to enroll. The current hold is \$500 and will be raised to \$2,000 for the summer and fall 2020 semesters. Students will need to set up payment plans in order to pay the full amount owed before they may enroll in any subsequent semesters. ECU will resume the \$500 financial hold going into the spring 2021 semester. Transcripts and diplomas are not released until all balances are paid in full.

**Community Support:** The ECU School of Nursing and Health Services Center have donated items to Alliance Health Madill, Chickasaw Nation Medical Center, SSM Health St. Anthony Hospital – Shawnee, and Mercy Hospital – Ada. ECU also began a S.H.A.R.E. (Student Help and Resources in Emergencies) fund to help students who are now faced with unexpected changes such as loss of jobs, food insecurities, as well as other needs. ECU students in the Human Development, Hospitality and Food Services department delivered the first batch of 100 hand-sewn face masks to the Chickasaw Nation Medical Center on Wednesday, April 15. Sidelined by the coronavirus, ECU students are making the masks at home. They are currently working on the next batch for Mercy Hospital, and some students who live outside of the Ada area are making masks for their own local hospitals.

**Contact for Health-Related Questions:** ECU Student Health Services (580) 559-5713; Pontotoc County Health Department (580) 332-2011

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## **Langston University (as of April 24)**

**Employees:** Effective March 22 until further notice, all coursework will transition to fully online delivery through the end of the spring semester. Faculty will be sharing additional guidance with students via email and D2L for completing coursework through the end of the semester. All campuses will be closed to the public effective Monday, March 30, 2020 until further notice to support social distancing. All buildings on the Langston campus will be closed except for the Langston University Police Department as well as the Student Success Center for access to dining and a computer lab. Counseling and Health Services will be available both remotely and by appointment. All other student services will operate via telework. Mandatory teleworking for all Langston University employees will commence on Monday, March 30, 2020. Employees needing to access their office space after this date should contact their supervisor for guidance. No Langston University employee will be allowed on any campus without a critical business purpose identified by their supervisor and authorized by the Executive Policy Group (EPG) of the Emergency Leadership Team (ELT). Faculty and staff that applied to remain on campus, and are authorized by the ELT to remain, expressly agree to the following protocols: Daily submission of a simple health check-in form, weekly tele-health appointment with Langston University Health Clinic Staff, Immediate notice of changes to health, potential self-quarantine, and potential transfer of housing location if a resident of the Langston University campus.

**Students:** Effective March 22 until further notice, Langston University will suspend all face-to-face instruction, at all locations, and will transition to fully online delivery **through the end of the spring semester**. All campuses will be closed to the public effective Monday, March 30, 2020 until further notice to support social distancing. All members of

the LU community are encouraged to employ appropriate social-distancing and practice enhanced hygiene. Additional guidance will be provided by the respective academic schools. Langston University will reevaluate these guidelines on an ongoing basis and share any updates or modifications. In an effort to maximize social-distancing, all institutional events are canceled or postponed effective immediately and until further notice. Dining on the Langston Campus will remain open in order to serve individuals approved to stay on campus. Students that applied to remain on campus, and are authorized by the ELT to remain, expressly agree to the following protocols: Daily submission of a simple health check-in form, weekly tele-health appointment with Langston University Health Clinic Staff, Immediate notice of changes to health, potential self-quarantine, and potential transfer of housing location if a resident of the Langston University campus.

**Housing:** Langston strongly encouraged students who left the campus for Spring Break not to return at this time. Students who returned were required to agree to enhanced health screening protocols by Student Health Services. Students are encouraged to move out and stay away from campus for their safety and well-being. Langston has arranged for consolidation of students remaining on campus into apartments to maximize social distancing and mitigate the use of communal areas. Students needing to live in on campus housing were required to provide their reasons and apply through a Request to Remain. No outside guests are authorized to visit any campus housing space while these mitigation protocols are in place. There was also an appeal process implemented for those who were denied their initial request to remain. Langston developed a schedule that students could sign up to move-out in order to maximize social distancing. They also implemented “Express Move-Out”, where students have little to no interaction with staff to move-out. For students who did not return after Spring Break, Langston has instructed them not to return. Residential Life and Housing Services has communicated with students and their families regarding their belongings. Students not traveling back to Langston to retrieve their belongings at this time can request an extension that will be granted and will work with Residential Life and Housing Services to schedule a time in the future when traveling is safe. Students returning to their same room next year are not required to move their belongings out of the assigned room. Limited travel funding is available to assist students in returning home through a grant application to travel home due to COVID-19 and an application for funding can be found on the Langston COVID-19 website. Appropriate credit adjustments will be made on the accounts of students who do not return to campus housing or who move-out by April 3, 2020. These adjustments will account for housing, meal plan, and select fees. Tuition will not be discounted or refunded. Residents remaining in on-campus housing are to follow protocols currently in place regarding dining operations and meal pick-up, mandatory face masks in public, daily submission of a simple health check-in form, weekly tele-health appointment with Langston University Health Clinic Staff, immediate notice of changes to health, potential self-quarantine, potential transfer of housing location, and campus access pass. More information about these protocols are on the Langston website.

**Commencement:** In an effort to maximize social-distancing, all institutional events are canceled or postponed effective immediately and until further notice.

**Travel:** Langston University faculty, staff, and students may not travel to any region with a CDC Level 3 travel advisory for University business, or academic purposes. Travel to Level 3 restricted regions for personal reasons is strongly discouraged. Hosting incoming visitors from Level 3 restricted regions for personal purposes is strongly discouraged. Hosting incoming visitors from Level 3 restricted regions for University-related purposes requires prior approval from the Office of the President for Academic Affairs prior to the visitor's arrival. As of today, Langston University has not implemented any restrictions on domestic travel related to COVID-19; however, LU strongly recommends that travelers avoid areas where the virus is reported to be spreading. There are currently no travel restrictions on domestic travel. Students who have traveled internationally since December 1, 2019 are requested and expected to visit the Health Services Clinic for a brief assessment. Faculty and/or staff who have traveled internationally since December 1, 2019 should contact their medical provider for an assessment.

**Summer 2020 Courses:** Langston will be offering summer courses online.

**Fall 2020 Enrollment:** No updates at this time.



**Community Support:** The Langston University Emergency Leadership Team has met daily to work on operational contingency plans for COVID-19 since the first confirmed case within the U.S. was reported on January 21, 2020. The campus community has consistently received updates via e-mail, on the COVID-19 landing page, and community telecommunication briefings from the Office of the President. The Langston University Foundation has established an emergency fund to award mini-grants to students in need of funding.

**Contact for Health-Related Questions:** Langston University Health Services Clinic, located on the 1<sup>st</sup> floor of University Women (office hours are Monday through Friday 8 a.m. to 5 p.m.); Logan County Health Department in Guthrie (405) 282-3485; Mary Mahoney Memorial Health Center in Langston (405) 466-2535.

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### **Northeastern State University (as of April 8)**

**Employees:** NSU will continue to close down as many buildings as possible through April 30 to eliminate the need for regular custodial services. NSU will remain closed to the public. Essential employees that are required to continue to be on campus to perform their duties will do so. These individuals have been notified by their supervisor. Employees who can complete their duties by teleworking will do so. Employees with no ability to telework, who have “been deemed not critical to agency services and can’t be redeployed to critical services” (state’s language), will stay at home and use leave. The library on the Tahlequah and Broken Arrow campuses will close. Library staff will provide assistance to students via telework.

**Students:** All courses have been moved online for the **remainder of the spring 2020 semester**. Students are not required to be on campus and NSU recommends that students stay at home and keep up with coursework. Students with practicum, internships, student teaching, or clinicals should contact their respective college dean for guidance. Academic Advising and other student services will be available through Zoom and in person. The library on the Tahlequah and Broken Arrow campuses will close. Library staff will provide assistance to students via telework. The Bookstore will remain closed. The Underground in Tahlequah and Hawks Nest in BA will remain closed. The FIT will not open until the CDC advises resuming normal operations. The MIAA conference has suspended athletic competitions indefinitely and student athletes are encouraged to stay home if able. Computer labs will be available to students between 8 a.m. and 8 p.m., Monday through Friday, starting Friday, March 27: (please practice social distancing when visiting these labs) Tahlequah – Web Tower 307, Broken Arrow – B&T 137. A WiFi hotspot covering the parking lot of the Webb Tower is now available. Students can access the internet in this location by connecting to the network labeled “NSU-ParkingLot”. Additionally, the university has set up an online resource center for technology and online learning assistance. If you have questions or need assistance, please access the resource center website at [service.nsuok.edu](http://service.nsuok.edu).

**Housing:** Northeastern closed their halls after Spring Break but allowed students who had stayed the whole break to remain. Only students who had a legitimate reason to be in the halls and had not traveled to a hot-spot for COVID-19 were allowed to return to the halls. These requests were reviewed by the Vice President for Student Affairs. Students may pick up items they need from their rooms by appointment only, but NSU will not begin scheduling times to fully move out until after the “stay-at-home” Executive Order is lifted. NSU will control move-out through strict guidelines and scheduling. The University Center will have limited access for grab and go meals for those students who are cleared to stay in housing. All computer labs, libraries, and the bookstore will be closed as NSU closes down as many buildings as possible for the next 21 days. NSU will provide a pro-rated refund for students who move out of residential housing at this time.

**Commencement:** A commencement ceremony will take place virtually on May 9 at 10 a.m. Students will also have an opportunity to participate in a December commencement ceremony. Students graduating this Spring will receive further information.

Travel: Any student, faculty, or staff member traveling out-of-state during Spring Break must inform the institution by completing a travel form. Travelers may have to complete an additional screening before returning to work (employees) or students who return to campus after Spring Break. All non-essential out-of-state student, faculty, or staff travel remains suspended. Only "essential" out-of-state travel on behalf of NSU will be considered for approval by your respective Vice President or President. Planned or approved in-state travel will continue without interruption at this time, however this is subject to change.

Summer 2020 Courses: All summer courses will move to an online learning environment. If conditions improve and NSU can safely offer face-to-face or blended courses during the summer session, course options will be communicated by May 15.

Fall 2020 Enrollment: No updates at this time.

Community Support: No updates at this time.

Contact for Health-Related Questions: If you have symptoms, have had contact or have potentially been exposed to the Coronavirus, or have other questions or concerns, please contact the Oklahoma State Department of Health Coronavirus call center (877) 215-8336 Monday through Friday, 8 a.m. – 7 p.m.

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### **Northwestern Oklahoma State University (as of April 24)**

Employees: All coursework will be online from March 23 through the remainder of the spring 2020 semester. NWOSU encourages faculty, staff and students to stay at home if possible. Staff will implement telework practices beginning March 26, until further notice. NWOSU will maintain essential services such as, but not limited to, administration, physical plant, campus police, business office, registry office, financial aid office, human resources, housing, library and student services. Student employees should check with their direct supervisor for their work status. Those employees with chronic illnesses or compromised immunity should work with their department chair or supervisor to create a solution.

Students: Northwestern Oklahoma State University will resume classes using alternative instructional delivery for the **remainder of the spring 2020 semester**. Students with clinical rotations, student teaching assignments, or internships are asked to please communicate with their adviser or faculty member to take the best course of action. Gatherings of ten or more people are discouraged. All in-person meetings and events with greater than ten attendees, on all campuses, are suspended until further notice. The GAC has suspended all spring sports for the remainder of the year. The J.W. Martin library is available to students who must remain on campus and the Academic Success Center is available by appointment only. The J.R. Holder Wellness Center is closed until further notice. Computer labs will be available for students to use during this time (please see the NWOSU website for location hours). Student Services office, on the Alva Campus, will also have a limited number of laptops that can be checked out for use overnight when computer labs are closed. The Woodward and Enid campuses will also have a limited number of laptops available that can be checked out for use overnight when computer labs are closed.

Housing: NWOSU strongly encouraged students to stay at home after Spring Break during the two-week alternative delivery method time period. The residence halls will remain open to those who are in need and the housing staff worked to post information about social distancing and maintaining proper hand washing hygiene. Food service implemented grab and go meals and adjusted meal times to ensure quality food service and adequate time for cleaning. NWOSU has made a bold effort to encourage students to check-out of campus housing facilities and go home for the remainder of the semester. Students are encouraged to call or email to set up an appointment to retrieve their belongings and check out of the campus housing facility. Appointments will be staggered to keep numbers in each building at a minimum. NWOSU has allowed students to do this over the remainder of the spring semester as to prevent many students from coming back to campus at once and NWOSU is not encouraging students to come back

quickly to do this. Students are requested to contact Housing at (580-327-8418) to arrange times to pick up personal belongings. NWOSU will provide a pro-rated refund for those moving out of residential halls.

Commencement: NWOSU will conduct a virtual commencement ceremony on May 9 via Facebook, YouTube, Snapchat, Twitter, Instagram, and the university website, [nwosu.edu](http://nwosu.edu). Because of the restrictions COVID-19 has placed on social gatherings, Northwestern will opt for a virtual ceremony to honor its graduates. Graduating students will have the ability to submit information and photos to participate in the virtual commencement ceremony and also have the option to walk in a commencement ceremony in December 2020.

Travel: All non-essential University-sponsored domestic air travel is suspended until further notice. All travel for University-related business or academic purposes is suspended until further notice, unless such travel is deemed essential to the University. Prior approval through the President's office is required. Travel that has been previously approved is now under review. International travel for personal reasons is highly discouraged. New registrations for events such as conferences through June will be suspended until further notice.

Summer 2020 Courses: No updates at this time.

Fall 2020 Enrollment: Students are expected to be able to contact their adviser and enroll for the upcoming summer and fall semesters. Online enrollment, with approval from advisers, may be submitted during this time.

Community Support: NWOSU's Charles Morton Share Trust Division of Nursing donated personal protective equipment to Integris Bass Baptist Hospital to aid in the nationwide shortage. With Northwestern's nursing program using alternative instructional delivery methods for the remainder of the semester, an abundance of these items were no longer needed to complete coursework. More than 700 items were donated and included particulate respirator masks, surgical masks with face shields, surgical masks with ties, ear loop face masks, yellow isolation gowns, isolation packs, and training equipment.

Contact for Health-Related Questions: Student Services at (580) 327-8414 or [studentservices@nwosu.edu](mailto:studentservices@nwosu.edu). Health care facilities are available in Alva, Enid, Woodward, and Ponca City – select the link (<https://www.nwosu.edu/student-services>) and find health facility contact information under Student Health.

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## Oklahoma Panhandle State University (as of April 8)

Employees: Oklahoma Panhandle State University will be going virtual for the remainder of the semester and will be closing campus to the public until further notice. Mission-critical personnel will be on campus as appropriate and will be scheduled to minimize contact with others. All campus offices can be accessed virtually. If necessary, telecommunication and video conferencing can be arranged. OPSU is implementing a mandatory health screening for anyone on campus or who is returning to campus.

Students: Oklahoma Panhandle State University will be going virtual for the **remainder of the spring 2020 semester**. All students are advised to remain away from campus as their individual circumstances allow. All OPSU offices will remain accessible virtually. Students who are completing internships for course credit should contact the course instructor for guidance. Student teaching by education interns will be suspended for the remainder of the spring semester, 2020. Classroom observations by education students will be suspended during the spring semester, 2020. OPSU campus counselor, Rene Ramon, will be available for virtual counseling appointments (580) 651-3302. All University and community events are postponed at this time. Effective immediately, the Sooner Athletic Conference has suspended indefinitely all practices and competitions for athletics programs of its 11 member institutions.

Housing: Students are actively encouraged to move their belongings and remain off-campus. OPSU has set a date of April 12 to move all students off of campus. Students are required to schedule their checkout to limit exposure and

keep gatherings below the CDC recommended thresholds. Students who must stay on campus because they have no alternatives will be moved to housing facilities that allow for proper social distancing and self-isolation, who live on campus must make arrangements to remove their belongings and check out and practice social distancing at this time. All students are required to contact the housing office upon return to the OPSU campus and must be screened for symptoms by the school nurse or the statewide hotline. OPSU will assist all students who must remain on campus because they have no other option for housing. OPSU will continue to provide all students who are not able to leave campus with grab and go meals at the University cafeteria and will continue to look for ways that make their stay on campus during these unprecedented times as comfortable as possible. Room, board, and applicable fees will be refunded to students on a prorated basis as appropriate.

Commencement: OPSU is postponing graduation. OPSU fully intends to hold a commencement program for its 2020 graduates when it is deemed safe.

Travel: All university-sponsored out-of-state travel is suspended indefinitely.

Summer 2020 Courses: No updates at this time.

Fall 2020 Enrollment: Students are advised to visit the Enrollment Instructions page on OPSU's website for information regarding summer and fall enrollment.

Community Support: OPSU has donated all of its PPE supplies to the local hospital, EMS, and clinics.

Contact for Health-Related Questions: OPSU is implementing a mandatory screening requirement for all students on or returning to campus. Students must contact the OPSU School Nurse upon arrival back to campus ([panhandlehousing@opsu.edu](mailto:panhandlehousing@opsu.edu) or 580-349-1362). The school nurse is available Monday through Friday, 10 a.m. – 3 p.m. The Statewide hotline is (877) 215-8336.

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## **Rogers State University (as of April 24)**

Employees: To comply with Governor Stitt's statewide "Safer-at-Home" executive order, RSU will begin reducing operations to essential services. Reduced services will remain in effect until at least April 30, 2020. Because this situation changes rapidly, the University needs may change. All employees who can perform services under the University's telecommuting policy should continue to perform their duties. Supervisors can direct employees to perform duties outside of employees' normal responsibilities that are related to their work and can be done remotely, including training or cross-training for other departmental duties. All employees who perform in-person essential services are expected to continue working on campus and should check with their supervisors about their schedule. Employees performing essential services and identified in the Executive Order as "vulnerable individuals" should take additional precautions and telecommute to the extent possible. Those individuals over the age of 65 and anyone with a serious underlying medical condition are considered "vulnerable individuals". Essential services are functions and duties that should be done on campus and should not be deferred during a public health emergency. These duties should be performed continuously or resumed quickly following a disruption. Benefits-eligible employees in non-essential roles who are unable to telecommute, and cannot be assigned other responsibilities, will continue to be paid through. They should contact their supervisor and submit their time as Administrative Leave – COVID-19. Employees who are not benefits-eligible are not eligible for Administrative Leave. If an employee has unscheduled or scheduled annual and/or personal leave during this event, the time should not be changed to Administrative Leave. The employee should continue to report their time as Paid Leave.

Students: Effective Monday, March 30, and for the **remainder of the spring 2020 semester** Rogers State University will deliver all courses electronically. Students are strongly encouraged to remain off campus, if possible, and are instructed to conduct university business remotely by phone or email. Effective immediately, all university-sponsored

events are cancelled through May 31. Exterior doors to all buildings will remain locked throughout the day. Guests wishing to visit one of RSU's campuses for any reason must call the campus prior to the visit and follow all issued guidelines. All students will continue to have access to the university food pantry.

**Housing:** RSU is currently in the process of moving students off campus by March 31, unless they apply and qualify for an exception to stay on campus. Students were allowed to return and retrieve their belongings. Students were instructed by text to complete a COVID-19 online screening tool to ensure it was safe for them and others to return to campus. RSU has emailed residents several guidelines from the CDC. Only students whose academic success would be hindered by being forced off campus are being allowed to stay. Even then, these students are having to pass online health screenings and sign agreements to adhere to social distancing best practices and will be moved to ensure only one resident per housing unit. RSU is requiring students to set up a move-out appointment before coming to campus to allow RSU to control the number of people in the common space of each building to comply with social distancing. RSU will provide a pro-rated refund to students who leave housing at this time. Student housing in University Village A, University Village B, and University Village C will be closed for the summer semester. All students currently living in student housing or storing personal belongings in student housing must complete the move-out process by May 15, 2020.

**Commencement:** All traditional May commencement celebrations for 2020 are postponed. The 108<sup>th</sup> Rogers State University commencement will take place on Saturday, May 16, 2020. All graduates of the 2020 class, along with their families and friends, will participate in a virtual ceremony online. Graduating students will be informed of how to prepare and participate through regular updates in their RSU email account.

**Travel:** All university-sponsored travel, out-of-state or international, is suspended until further notice. Individuals returning from domestic or international travel may not return to campus or attend off-campus university-sponsored activities or events until they complete a screening and possible self-quarantine period. Domestic travel includes any travel outside the state of Oklahoma. Those returning from domestic or international travel, please notify your supervisor and complete the online screening form. You must wait for approval before returning to campus or attending off-campus university-sponsored activities or events. If your screening is still in process, you may not return to campus until your screening has been approved.

**Summer 2020 Courses:** RSU will be offering courses online in the summer but notes that they refer to this as remote delivery as they already had truly online courses scheduled. RSU has made the decision to waive online fees for all online summer classes, including summer intersession classes. Students can now enroll for summer classes at [rsu.edu/summer](https://rsu.edu/summer).

**Fall 2020 Enrollment:** Enrollment is open for the Fall 2020 semester, which starts August 17, 2020. The normal selection of courses is expected to be offered in their traditional modes. The schedule is subject to modification. Current students can schedule a virtual appointment with their advisor at [rsu.edu/advising](https://rsu.edu/advising). Prospective students can apply for admission at [rsu.edu/admissions](https://rsu.edu/admissions).

**Community Support:** RSU has donated all of its PPE supplies locally to Hillcrest Claremore and Utica Park Clinic. RSU has put into place additional support to assist students with hardships as a result of the growing COVID-19 impact. In a response to student need, the RSU Foundation has established the Hillcat Heroes fund. The fund will provide urgent one-time financial assistance for current students who have suffered severe economic, medical or similar hardships. All students are welcome to the university food pantry. To schedule a time to pick up food, please call Residential Life at (918) 857-7956.

**Contact for Health-Related Questions:** Please contact your primary care physician. If you do not have a primary care physician you may call the RSU Student Health center at (918) 343-7614.

## **Southeastern Oklahoma State University (as of April 14)**

**Employees:** Beginning Thursday, March 26, and until further notice, only essential personnel as previously identified by supervisors in the unit's Pandemic Response Plan will be working on campus. Others will be teleworking, while other employees will be on call. All full-time benefits eligible employees will continue to receive normal pay during this time. There are different employment policies regarding hourly, part-time employees; SEOSU is working through all options regarding continued employment. Human Resources is currently preparing a FAQ for distribution. Employees should contact their immediate supervisor regarding work schedules and other questions. To comply with the Governor's directive, campus buildings will remain locked and access is limited to individuals who perform essential duties as identified by the immediate supervisor and there will be restricted access to campus buildings until further notice.

**Students:** Southeastern Oklahoma State University is moving to fully online course delivery for the **remainder of spring semester 2020**. Students not currently taking online courses will have Spring Break extended one week, with students in current online courses resuming class on March 23. All remaining students will start online coursework on Monday, March 30. The Student Union will close March 25 at 7 p.m. and remain closed until further notice. To comply with the Governor's directive, campus buildings will remain locked and access is limited to individuals who perform essential duties as identified by the immediate supervisor. The GAC has suspended all spring sports for the remainder of the year. All large public gatherings will be suspended during the same period. All events on campus, either University-related or held by external groups, are suspended. Southeastern is assessing ways to help students who may need technology assistance as courses are transitioned to online. Starting April 1, 2020 and for the remainder of Spring Semester 2020, SE will waive the Student Account Late Fees. Starting on April 1, 2020 and for the remainder of Spring Semester 2020, SE will waive the Payment Plan Setup Fee. During the pre-enrollment period for Summer Semester 2020 and Fall Semester 2020, SE will raise the Current Balance Enrollment Override from \$500 to \$2,000. SE made a recent change in the out-of-state tuition policy. Under this new policy, all out-of-state students, both undergraduate and graduate, will receive a 100% out-of-state non-resident tuition waiver automatically (no application is required) each semester (Fall, Spring, or Summer) while eligible to enroll at SE.

**Housing:** Through March 25, 2020, Southeastern recommended that students leave campus and had students scheduled to check out March 26 and 27. Following the first confirmed case of COVID-19 in Bryan County on March 25 and the "shelter-in—place" directive, SEOSU started recommending that students not return to campus to check out, leave their belongings, and check out at a date to be determined by the University and student. Check-out procedures will follow social distancing, the use of gloves and sanitizer, students being required to handle their own personal belongings and no direct contact with staff, closed public restrooms in halls, limited "visitors" to only those assisting the students with move out, and shifting custodial care to repeatedly sanitize frequently touched spaces and empty trash. Southeastern will be able to offer a partial refund to students who moved out of the Residence Halls and stopped using their meal plan prior to April 1, 2020. With limited exceptions, students who moved out by this date will receive a 25% room and board refund. It is important to note that some students may not be eligible for this refund, especially if the costs of room and/or board were defrayed by scholarships or paid for by the University. For these situations, refunds will be credited back to the awarding department and not to the student's account.

**Commencement:** Southeastern previously announced that the spring semester 2020 graduation ceremonies will not take place as regularly scheduled in order to adhere to health guidelines implemented to help prevent the spread of COVID-19. We are now working with an external vendor to provide each student with personalized graduation recognition that will launch on May 9, 2020. Each student will have a personalized web page with social media tie-ins provided by Southeastern. We are also inviting spring graduates to participate in formal ceremonies by walking across the stage at the Fall Commencement in December 2020.

**Travel:** All travel for University-related business or academic purposes is suspended unless such travel is deemed absolutely critical to the University and pre-approved by the pertinent Vice President or other Executive Officer, and the President.

**Summer 2020 Courses:** With regard to the summer semester 2020, Southeastern plans to offer all courses online and by other types of distance education. Please note that by no later than mid-May, they will decide if face-to-face and/or blended courses can be offered safely and added to the summer schedule. Pre-enrollment for summer semester 2020 is ongoing. Please note that all aspects of admission of new students (undergraduate and graduate), as well as the advising and enrollment processes of current students can be accomplished online.

**Fall 2020 Enrollment:** Due to the COVID-19 pandemic, pre-enrollment has been delayed until April 6 to allow students and faculty time to make adjustments to the campus changes. April 6 – Priority pre-enrollment for currently enrolled Seniors and Graduates. April 13 – Open pre-enrollment for New and Continuing students. Adviser approval is still required before enrolling. While in-person advising is not available at this time, there are a couple of different ways to meet with your adviser: videoconference or email. If you do not have an adviser, you may visit the Advising Center website for assistance. Southeastern is changing to the Colleague ERP system for fall 2020 pre-enrollment. This means that summer 2020 pre-enrollment will take place in Campus Connect like previous semesters, and fall 2020 pre-enrollment will use Colleague Self-Service. This pre-enrollment period may take a little extra time due to the two systems; however, our future pre-enrollments will be much easier once we are only using Colleague Self-Service. The Registrar's Office has created training videos to guide you through the Colleague Self-Service system, found on the SE website. Pre-enrollment for fall semester 2020 is ongoing. Please note that all aspects of admission of new students (undergraduate and graduate), as well as the advising and enrollment processes of current students can be accomplished online.

**Community Support:** No updates at this time.

**Contact for Health-Related Questions:** Student Health at (580) 745-2988 and leave a message for guidance.

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### Southwestern Oklahoma State University (as of April 23)

**Employees:** Southwestern Oklahoma State University is moving to fully virtual course delivery for the remainder of spring semester 2020. SWOSU will continue to restrict access to as many buildings as possible through April 30 to eliminate the need for regular custodial services. Several offices are providing services via email and phone. SWOSU will implement a Temporary Telework Plan. This plan will be in effect only as long as necessary to respond to the challenges caused by COVID-19. Directors, in consultation with their respective Vice President or other member of the Executive Council, will make arrangements so that those employees who can perform their work at home can do so as long as such action does not compromise the operations of the institution. For those employees who have job functions that cannot be performed at home, supervisors will develop individualized plans to adhere to creating flexible and asynchronous work schedules, social distancing, and minimizing multi-person meetings.

**Students:** Southwestern Oklahoma State University is moving to fully virtual course delivery for the **remainder of spring semester 2020**. Current online courses will resume on March 23 as originally scheduled. Courses previously offered using face-to-face and hybrid delivery will be transitioned to a virtual learning format. SWOSU will continue to restrict access to as many buildings as possible through April 30 to eliminate the need for regular custodial services. Food service will be available at the Grill in the Student Union, Monday through Friday from 7 a.m. to 6 p.m. with “grab-and-go” meals. The convenience store in Mann Hall will be open Monday through Friday from 4p.m. to 9 p.m. All events on campus, either University-related or held by external groups, are suspended. The Al Harris Library on the Weatherford Campus and McMahan Library on the Sayre campus are closed until further notice. Computer labs are available for students in the following locations: SWOSU Weatherford – Stafford 128 will be open 8 a.m. to 5 p.m. For students who need lab time between 5 p.m. and 9 p.m., please call Karen Klein at (580) 330-0008 and arrangements will be made to open the lab. SWOSU Sayre – two computer labs are open for student use only. The labs will be open from 8 a.m. to 4 p.m. Monday through Friday. The labs are Alexander 119 and Mackey Hall 111. Gloves will be available in each lab and extensive disinfecting practices have been implemented. The Alma Mater Merc campus bookstore/C-store is currently setting up a temporary location during the renovation of the current bookstore. The

Alma Mater Merc will have the summer textbook list available by May 1. SWOSU will make an announcement in the near future about grants that will be given to students related to the disruption of their education due to the coronavirus outbreak.

Housing: SWOSU encourages all students who live in residential housing to vacate campus at this time, however, remains committed to assisting those students who have no housing alternatives. SWOSU is having students make timed appointments for move-out so that there are not a lot of people gathering at the same time. Students who officially move out of their on-campus residence hall assignment will receive a prorated refund.

Commencement: Since May graduation was postponed, the university has made the decision to hold live ceremonies on Saturday, December 12, at the Pioneer Cellular Event Center in Weatherford. More details will be announced later. Graduation regalia is still available for in-person pickup at the University Market or for shipment.

Travel: Travel for University-related business or academic purposes is suspended unless such travel is deemed absolutely critical to the University and pre-approved by the pertinent Vice President, or other Executive Officer, and the President.

Summer 2020 Courses: All summer courses will move to a virtual learning environment. Students who have already registered for summer courses will be contacted in the event that their enrollment needs to be modified. Faculty members can visit the Center for Excellence in Teaching and Learning for guidance on moving courses online.

Fall 2020 Enrollment: Bursar enrollment holds have been temporarily removed. SWOSU has temporarily removed these holds so that students with a remaining balance may enroll for summer and fall courses. It is SWOSU's hope that this will assist students' progress towards degree completion. Students wishing to enroll for summer and fall semesters may do so by visiting the Self-Service site through Single Sign On or contacting their adviser.

Community Support: SWOSU donated a large number of protective masks to area hospitals for health care workers. "SWOSU has a large number of health-related disciplines so we fortunately have a large supply that we typically use in our lab areas," University President Randy Beutler said. "The hospitals work with so many of our students, and we felt it was appropriate to help our medical friends in Western Oklahoma." SWOSU has donated supplies to Great Plains Hospital in Elk City, Weatherford Regional Hospital, and Canadian Valley Hospital in Yukon. The Engineering Technology Department is using 3D printers to create face shields for healthcare workers across the state and assembling ventilators for the Weatherford Regional Hospital.

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### University of Central Oklahoma (as of April 24)

Employees: To continue to protect you – our students, faculty and staff – we will extend the closure of our physical campus through May 31, 2020. The University of Central will transition to alternative instructional delivery methods from March 28 through the end of the spring semester. Faculty and staff will transition to full-time telework with their supervisor's approval. Employees are asked to connect with their supervisors and take home equipment, files and supplies needed to conduct business remotely when they leave on Thursday. More communication regarding other leave options and continuation of pay will be sent to faculty and staff. All flexible work arrangements previously made will need to be reconfirmed with your supervisor for the period extending beyond April 15.

Students: The University of Central Oklahoma will transition to alternative instructional delivery methods from March 28 **through the end of the spring semester**. To continue to protect you – our students, faculty and staff – we will extend the closure of our physical campus through May 31, 2020. Many university services will continue to be available by alternative methods. The Chambers Library will close to visitors; however, the library resources are available and staff remain available to assist online. Campus dining is confined to the Ayers Kitchen with to-go options only. The MIAA Conference will suspend all spring sports for the remainder of the year. All university-related events of any size for the remainder of the spring 2020 semester have been canceled. The Office of Information



Technology has ordered a limited number of laptops, hotspots, webcams and headsets to support continued learning and telework during the alternative instructional delivery time frame. To request a device for checkout, please complete the technology equipment request form online.

Housing: UCO is requiring students to vacate housing facilities with community bathrooms. Any remaining students are being moved into apartments or hotel style rooms that eliminate social contact with others. They are leaving facilities with private bathrooms (such as their apartments) open. UCO has eliminated social gatherings, closed lobbies, set up quarantine rooms, made dining centers carry-out, provided hand sanitizer in hallways, and increased cleaning of facilities. UCO is having students fill out a form to cancel their contracts and get a refund. In this form, UCO will have students sign up for a time to get their belongings. They will actively manage this process to ensure there are not too many people back at once.

Commencement: UCO will recognize our spring and summer graduates with a virtual commencement ceremony May 22. For details about the virtual ceremony, please visit: <https://www.uco.edu/admissions-aid/graduation-services/commencement/virtual-commencement>

Travel: Currently, UCO is restricting travel to any area with a CDC Level 3 or above travel warning. Students, faculty and staff involved in affected university-sponsored study tours/programs have been contacted directly regarding university protocol. Travel is restricted to any area with a CDC Level 3 or above travel warning for individual faculty/staff and group travel. Community members are advised to avoid traveling to areas where the virus is reported to be spreading during spring break.

Summer 2020 Courses: UCO's courses will be offered remotely by alternative delivery methods but not necessarily online.

Fall 2020 Enrollment: Academic advisement will continue either online or by telephone. Students can schedule appointments by emailing [advisement@uco.edu](mailto:advisement@uco.edu). Please include your name, ID number, major, phone number, and availability in the message.

Community Support: The UCO Forensic Science Institute responded to an urgent call for supplies with a donation to INTEGRIS Health Edmond. "Since classes are currently suspended at UCO, we had supplies that were urgently needed in Edmond hospitals. The faculty and staff of the Forensic Science Institute wanted to help in this small way by providing masks, gloves, disposable lab coats and Tyvek suits, and also to say 'thank you' to our health care workers," said Dwight Adams, Ph.D., director of UCO's W. Roger Webb FSI. The UCO Foundation is raising funds to help students experiencing unexpected hardships during the COVID-19 pandemic. Since launching March 25, the UCO COVID-19 Emergency Relief Fund crowdfunding campaign has generated more than \$32,000 from donors. The UCO Foundation matched funds dollar-for-dollar up to \$20,000, and the UCO Student Association matched up to \$10,000. The relief fund offers limited emergency financial assistance to current UCO students who are unable to meet immediate, essential expenses because of temporary hardship related to an unexpected situation. The fund is designated to offset short-term financial need and is not intended to replace or supplement financial aid.

Contact for Health-Related Questions: If a faculty/staff member or student believes they have been exposed to COVID-19 and/or are exhibiting symptoms, they should not report to campus. First, contact your primary care physician or the Oklahoma Department of Health's Coronavirus hotline at (877) 215-8336. Next, contact the UCO Department of Public Safety at (405) 974-2345 to self-report.

## Public Liberal Arts University Tier

### University of Science and Arts of Oklahoma (as of April 8)

**Employees:** Due to the COVID-19 executive order signed by Governor Stitt, the USAO campus will be closed to public access beginning at 3 p.m. Wednesday, March 25. Workers supporting colleges and universities for purposes of distance learning and provision of school meals are considered critical infrastructure sectors. At USAO, this includes security, housing, food services, custodial and information technology staff. All other employees are to begin teleworking. Although we are closed to the public, we will continue to operate virtually to accommodate our students. Everyone at the director-level or above must be contactable to meet the needs of your area. Staff need to seek guidance from their supervisor regarding their duties. All buildings will be secured. Faculty who need to access their office or other campus facilities for the purpose of distance learning need to inform Mike Coponiti (mccoponiti@usao.edu) so he can ensure that custodial staff clean and disinfect the areas used. Faculty will have access to workspaces on campus as needed for distance learning purposes. Essential staff will serve as frontline providers for students. All others will continue to telecommute and make irregular visits to campus when necessary. All buildings and office spaces are being regularly sanitized to best promote the health and safety of all personnel.

**Students:** Beginning March 23, 2020 all classes will move to online and remote instruction for the **remainder of the spring semester**. Students need to check Canvas AND their email for guidance from their professors. The USAO campus will be closed to public access beginning at 3 p.m. Wednesday, March 25. There will be limited access to computer labs. The 24/7 lab in Nash Library will be accessible 24/7. Students must use their student ID to enter the doors on the south side of the building. The following labs will be open from 8 a.m.–5 p.m., Monday-Friday. To access one of these labs, contact Security at 405-222-8066.

- Austin Hall, Room 201-Chemistry Lab: Only open for chemistry majors
- Austin Hall, Room 212-Physics Lab: Only open for physics majors
- Canning Hall, Room 204-ASL Lab: Only open for deaf ed majors
- Davis Hall, Room 247-Music and Foreign Language Lab: Only open for music or foreign languages majors
- Gary Hall, Room 214-Education Lab: Only open for education and speech-language pathology majors
- PE Building, Room 116-Physical Ed Lab: Only open for physical ed majors

All other computer labs on campus will be closed. On-campus dining services will be operating on a highly modified schedule and with only to-go options. All campus gatherings and other events are canceled through August 5. All support services are available virtually.

**Housing:** All students in residential halls are encouraged to return home if they are able. There is an express checkout option to minimize personal interaction. Students who are checking out can utilize an express check out process to limit the amount of personal contact. Students are asked to notify housing when they plan to be on campus to remove their items so that housing staff can monitor the number of people in the halls at any given time. USAO is allowing exceptions for those who have no other primary residence or are unable to return home to remain on campus. They are required to complete a form to request to stay on campus and may also be required to relocate rooms/apartments to allow for social distancing. Please email [housing@usao.edu](mailto:housing@usao.edu) to let staff know you are coming. Refunds or credits for Room and Board will be calculated from the date of proper checkout as of March 22, 2020 or later. It will be calculated at a per day rate. If a student receives a room and/or board scholarship the scholarship amount will be deducted and refund/credit will be calculated at that point. For additional information, contact the Business Office

**Commencement:** USAO's scheduled April 25, 2020 commencement exercise has been cancelled. For those very disappointed graduating seniors and their families looking forward to the ceremony and your hard-earned recognition, at this time USAO can only offer the prospect of participating in its next scheduled graduation in December of this year. Should graduating seniors choose to do so, please contact the Registrar's office at [registrar@usao.edu](mailto:registrar@usao.edu).

Travel: Currently, all university-sponsored travel is cancelled from March 16-May 9, 2020. Faculty, staff and students are asked to self-report planned spring break travel via an online form on USAO's website before leaving for the break. Individuals asked to self-quarantine will be contacted regarding further arrangements for working remotely or housing.

Summer 2020 Courses: All regular summer term courses (June 1-August 7) will be delivered online.

Fall 2020 Enrollment: For current USAO students, enrollment for independent study, the summer and fall terms will proceed and be done via the My USAO portal. Every effort will be made to remove or minimize enrollment obstacles, thus easing the process of online registration. This will include most Business Office holds. Contact the Business Office for additional information.

Community Support: No updates at this time.

Contact for Health-Related Questions: If a faculty/staff member or student believes they have been exposed to COVID-19 and/or are exhibiting symptoms, they should self-quarantine and avoid travel. Contact your primary care physician or the Oklahoma Department of Health's Coronavirus hotline at (877) 215-8336.

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## Two-Year Tier

### Carl Albert State College (as of April 9)

Employees: Effective immediately, all Carl Albert instruction, for the remainder of the semester, will be conducted in a distance learning format. In light of the Governor's recent statements, and with the data showing positive COVID-19 cases on the rise in the state, Carl Albert has made the decision to effectively close each building on campus to students and the general public. Campus buildings are now closed, but business is operating as usual in a distance-learning/operations format. Computer labs are now closed. Appointments will no longer be made on campus. All correspondence must be done via phone, email, or regular mail. Campus police will regularly patrol both campuses. Work study students will not report to campus, and this will be re-evaluated in two weeks. Faculty will be conducting their duties through regular office hours either on campus or remotely.

Students: Effective immediately, all Carl Albert instruction, for the **remainder of the semester**, will be conducted in a distance learning format. In light of the Governor's recent statements, and with the data showing positive COVID-19 cases on the rise in the state, Carl Albert has made the decision to effectively close each building on campus to students and the general public. Campus buildings are now closed, but business is operating as usual in a distance-learning/operations format. Computer labs are now closed. Appointments will no longer be made on campus. All correspondence must be done via phone, email, or regular mail. Campus police will regularly patrol both campuses. On both campuses (Poteau and Sallisaw), Wi-Fi services will be available in the parking lots. CASC invites you to visit the campus on remain in your vehicle, and utilize the Wi-Fi services to complete assignments and conduct correspondence. Should any student feel they need to be evaluated by a physician, please contact the Office of Student Affairs. Carl Albert works closely with the Health and Wellness Center, and the Center has agreed to evaluate students virtually should the need arise. Services required for student educational operations will still be conducted via phone, email, teleconference/Zoom, or regular mail. These include: Financial Aid, the Business Office, Admissions, Academic Affairs, Student Affairs, Telecommunications, Physical Plant, and Human Resources. All buildings on campus will be locked at all times. All campus events are hereby cancelled for the remainder of the semester.

Housing: Campus housing was officially suspended the Saturday before students were set to return after Spring Break. Students were only allowed to return to the residence halls to retrieve their personal belongings. Based on Oklahoma State Department of Health recommendations, CASC Residential Life developed a grid removal procedure for residential check out. The outside entry dorms were staggered in the check-out process to accommodate social distancing to assist in reducing person-to-person contact. Check-out times were scheduled every three hours while no

more than 10 students (+1 guest) were allowed at any staggered dorm area, at any time. Residential staff set-up outside; sanitizing stations were utilized; and only essential physical items including keys and check-out paperwork were collected. All students removed personal belongings by the end of business on Friday, March 27. Partial refunds will be provided to qualified housing students.

Commencement: Commencement services have been postponed at this time, and a new date will be announced when it is determined.

Travel: All out-of-state travel is suspended unless absolutely essential, and only with the President's approval. There are no restrictions on in-state travel, but in-state travel will be monitored. Those who have traveled over Spring Break to any area where Coronavirus is present will be required to self-quarantine for 14 days upon return, not utilizing on-campus resources, but self-isolating at home.

Summer 2020 Courses: After careful consideration and deliberation from the Executive Cabinet, the decision has been made to transition to a fully online format for Summer 2020. CASC's current distance learning format will continue throughout the summer months.

Fall 2020 Enrollment: Students will find special instructions for enrolling during the COVID-19 restriction period on the website. The page can be visited by going to <https://www.carlalbert.edu/enrollment/>. Enrollment advisers are also available via phone and email.

Community Support: Carl Albert donated gloves, gowns, and other medical equipment to the Eastern Oklahoma Medical Center in Poteau, and donated PPE from its nursing program to the local Sallisaw hospital – Northeastern Health System-Sequoyah.

Contact for Health-Related Questions: If you are experiencing any flu-like symptoms, you should remain home, notify your supervisor or instructors, and not report to work or class. Report any concerning symptoms to a health care provider or call the OSDH Call Center at (877) 215-8336.

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### Connors State College (as of April 8)

Employees: Connors State College will transition all face-to-face courses to a distance learning format for the remainder of the spring 2020 semester. All College building on the Muskogee and Warner campuses are closed to the general public until further notice. Students who work on campus should contact their supervisor to discuss work schedules.

Students: Connors State College will transition all face-to-face courses to a distance learning format for the **remainder of the spring 2020 semester**. All College building on the Muskogee and Warner campuses are closed to the general public until further notice. All College-related events scheduled for the spring 2020 semester have been canceled.

Housing: Students have been provided with clear instructions regarding move-out procedures that are in alignment with guidance from the CDC. Students will pick a time slot for moving out and will be allowed to have up to two other individuals assist them in the process. All students and their helpers will be screened before being allowed on campus. Once the student has retrieved their belongings, they will check out of on-campus housing by sending a picture of their room to staff. Students with special circumstances who are approved to remain on campus may be asked to relocate to another location. CSC expects all students that are currently residing in residential housing to vacate campus by April 3, 2020 with the intent to have all students out of residential housing by noon on April 10, 2020. An appointment will be required to move out and more specific information concerning move-out will be emailed directly to the student's Connors email. CSC remains committed to assisting students who face extreme hardship because of this decision. To schedule an appointment, please follow the link posted on the CSC COVID-19 website.

Commencement: Commencement has been postponed.

Travel: Effective immediately, all non-essential college-sponsored domestic air travel is suspended until further notice. Effective immediately, all out-of-state travel for college business or academic purposes is suspended until further notice, unless such travel is essential to the College. There are no current restrictions on in-state college travel.

Summer 2020 Courses: Some courses will be offered online and others via other alternative formats like Zoom.

Fall 2020 Enrollment: Your academic adviser is available virtually to support and assist you. To “meet” with your adviser or schedule an appointment, please follow the links on the CSC web page. Your adviser is a resource and will be available for enrollment, academics, or any other questions you may have.

Community Support: No updates at this time.

Contact for Health-Related Questions: The Oklahoma State Department of Health encourages anyone who returns from an area with travel restrictions, or anyone who is experiencing flu-like symptoms, to self-quarantine for 14 days and report any concerning symptoms to a health care provider or call the OSDH Call Center at (877)-215-8336.

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### **Eastern Oklahoma State College (as of April 27)**

Employees: Eastern will implement a remote work format for employees. This plan will be in effect as long as necessary to respond to challenges of COVID-19. Remote operation does not apply to all positions and job functions. In consultation with supervisors, employees will perform their work from home as long as remote work does not compromise college operations. For employees who have job functions that cannot be performed at home, supervisors will work with employees to develop individualized plans. Supervisors should contact their employees to develop plans, assess needs, and arrange for additional training and equipment as needed. Please note that in general, individuals are expected to be available during normal hours, regardless of location. Effective immediately, Eastern is restricting access of the general public to all buildings in all locations.

Students: Eastern will move to an all online course delivery for the **remainder of the spring 2020 semester**. Classes will resume on March 30. Effective immediately, Eastern has restricted access of the general public to all campus buildings in all locations. For students with limited access to a computer or internet service, Eastern is working on plans to provide access to either computer labs or WiFi services at all teaching sites. Please consult EOSC’s COVID-19 website for information regarding library times. The Office of Student Services will continue to help students during this transition time, with appointments encouraged. All college-sponsored events and activities are suspended until further notice. This includes Commencement and Nurse Pinning Ceremonies, athletics, and events hosted by outside organizations on Eastern’s campus.

Housing: Eastern strongly encourages all residential housing students NOT to return to campus housing this semester. This includes students in Miller Hall, Johnson Hall, Choctaw Hall and Regents Court. Instructions for Move-Out beginning Monday, March 30 can be found on the EOSC website. Students must make an appointment with the Office of Student Services before arriving on campus to move out (housing@eosc.edu). EOSC will consider limited exceptions to allow students to remain on campus. However, to remain, students must receive approval from the Office of Student Services. The students that will remain on campus until the end of the semester will be moved into EOSC student housing that has independent bathrooms to each bedroom to allow for more isolation while on campus. In these instances, students may be required to relocated into a different living space. Students are asked to email housing@eosc.edu if they are unable to return home and need to stay on campus. EOSC will provide a pro-rated refund for students moving out of residence halls at this time.

Commencement: The commencement and nurse pinning ceremonies scheduled for May 8, 2020 are cancelled. It was discussed to consider moving the ceremonies to the summer, but with the unpredictable nature of COVID-19, EOSC believes it is necessary to cancel. EOSC acknowledges the accomplishments of their students and wish them the very best on the next opportunity they choose in life. Thank you for choosing to attend Eastern Oklahoma State College!

Travel: Travel for all college-related business or academic purposes (regardless of prepayment) is suspended unless such travel is deemed absolutely critical to the college and approved in advance by the Office of the President. The study abroad program between Eastern and College 360 in Silkeborg, Denmark, has been canceled this year.

Summer 2020 Courses: EOSC will be offering summer courses online. New student enrollment for both summer and fall 2020 semesters begins May 4 by appointment only. All appointments must be scheduled with advisor information listed on the enrollment website, [www.eosc.edu/admissions/new\\_student\\_enrollment.aspx](http://www.eosc.edu/admissions/new_student_enrollment.aspx).

Fall 2020 Enrollment: New student enrollment for both summer and fall 2020 semesters begins May 4 by appointment only. All appointments must be scheduled with advisor information listed on the enrollment website, [www.eosc.edu/admissions/new\\_student\\_enrollment.aspx](http://www.eosc.edu/admissions/new_student_enrollment.aspx).

Community Support: No updates at this time.

Contact for Health-Related Questions: If you are experiencing flu-like symptoms such as fever, cough and difficulty breathing, call your medical care provider or the Oklahoma State Department of Health's COVID-19 hotline at 877-215-8336 for further instruction. Please avoid contact with others, do not come to campus and do not travel unnecessarily. Students should notify the Office of Student Services (918-465-1818) and employees should notify the Office of Human Resources (918-465-1777) if experiencing flu-like symptoms.

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### **Murray State College (as of April 20)**

Employees: Murray State will remove to all online course delivery for the remainder of spring semester 2020. Starting Friday, April 10, 2020, the Murray State College campus will be completely closed in order to allow for all staff/faculty to Shelter-in-Place in your homes as a result of the COVID-19 virus. At this time, the return date would be April 20, 2020, which is subject to change depending on the impact of the virus on our communities. Starting April 7, 2020, non-exempt staff will be off work and returning on April 20, 2020, in order to allow for Shelter-in-Place in your homes. This time off will be charged to Sick Leave until we are notified otherwise by the Governor. Non-exempt staff that may need to continue to perform some work activities at home will earn Volunteer Service Credit while you work from home. Staff and faculty that need equipment and/or materials from their office must gather such by Thursday, April 9, 2020. For any questions you might have, please contact your supervisor.

Students: Murray State will move to all online course delivery for the **remainder of spring semester 2020**. Murray State College will begin virtual operation on Monday, March 23. Students in current online classes will continue as usual. Students in face-to-face classes will transition to online instruction beginning Monday, March 30. Effective immediately, MSC is temporarily restricting access of the general public to all buildings in all locations. Due to the college response to COVID-19, all services are going online until further notice, including the library and Student Success Center. The MSC Fitness Center will remain closed until further notice. Spring sports competitions and practices have been canceled in light of recommendations by NJCAA. All events either college related or initiated by external groups, are suspended until further notice.

Housing: MSC strongly encourages all students who live in residential housing to vacate campus with move-out dates and times scheduled through the Housing Office. A scheduled time must be set with the Housing Office so that no more than nine are allowed in at a time. Students who do not have access to internet or have other extenuating

circumstances are allowed to stay by contacting Housing. Food service has changed to grab-and-go service to accommodate students who have returned as well as for those that will be staying until May.

Commencement: Spring commencement will not take place in May based on recommendations of the Centers for Disease Control and Prevention to cancel/postpone large group events. Modifications and options are being discussed and spring graduates and current students will be consulted in developing these plans.

Travel: Travel for all college-related business or academic purposes (regardless of prepayment) is suspended unless such travel is deemed absolutely critical to the college and approved in advance by President McDaniel.

Summer 2020 Courses: Murray State College has announced that all 2020 summer courses will be offered in online formats. Enrollment for the summer session, which begins May 26, is open now. Students may make an appointment to enroll at <https://www.online.msco.edu/book-online>.

Fall 2020 Enrollment: MSC's Coronavirus Response website contains distance enrollment guides for new and returning students. The MSC Advisement Office is accepting enrollment appointments via Zoom or phone for all students. The guides on MSC's website also contain a link for scheduling enrollment appointments. Enrollment begins Monday, April 6 for current students and Monday, April 13 for new students.

Community Support: Murray State College has responded to the shortage of personal protective equipment (PPE) by donating supplies to Mercy Hospital in Tishomingo and Ardmore. College departments of nursing and science donated masks, gloves, and gowns to Mercy in both locations. The nursing department also returned practice surgical gowns to Alliance Health which had generously donated them to MSC students for classroom use. "We were glad to have supplies on hand that could benefit doctors and nurses in our service area. We partner with Mercy in a variety of ways and hospitals in our area have always been quick to hire and support MSC graduates. It is an honor to be able to help during times like these," said MSC President Joy McDaniel.

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### **Northeastern Oklahoma A&M College (as of April 24)**

Employees: Telecommuting plans were implemented on March 26 at the NEO Campus and Grove Center. A full week of training was provided to faculty to assist with transitioning to all online classes and staff were provided training to host remote meetings. NEO has restricted access of the general public by locking all buildings on campus and at the Grove Center. The general public has been encouraged through social media to conduct regular business with NEO using phone and email. The campus of NEO will remain closed to visitors through the end of May, with a decision regarding visitors during the summer semester still to be made.

Students: Effective March 30, courses originally delivered face-to-face or hybrid will transition to an online format, as previously announced, and will continue **through the end of the semester**. The NEO Library Computer Lab and the Student Center Computer Lab will remain open with strict capacity limitation for students without access to the internet or devices.

Housing: The limited number of students currently residing in the resident halls have been informed they need to leave campus by April 1. Students currently living on campus will check out individually and the areas will be sanitized after their departure. Students who were living in the residential halls and have not returned from the break have been notified to make schedule appointments, limiting the access to buildings to less than ten people at a time with no more than one student per floor allowed at one time.

Commencement: Commencement and other ceremonies associated with graduation have been canceled.

**Travel:** All travel has been suspended unless deemed absolutely critical to the college and approved by President Stafford.

**Summer 2020 Courses:** NEO will be transitioning all summer classes beginning in June to an online and/or distance format. In the past, NEO will also transition to a four-day workweek during the summer term, beginning May 11 and concluding July 30. While the sessions beginning in June will transition online, a decision regarding July 4-week sessions will be made in June based on guidance from federal, state, and local officials.

**Fall 2020 Enrollment.** Visit NEO A&M's Enrollment website for more information.

**Community Support:** No updates at this time.

**Contact for Health-Related Questions:** NEO campus nurse Jennifer Osburn keeps regular office hours on the first floor of Harrill Hall. She will be available to assist with general health services. However, if you are exhibiting symptoms of COVID-19, such as shortness of breath, fever, or cough, contact your health care provider as soon as symptoms present.

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## **Northern Oklahoma College (as of April 24)**

**Employees:** NOC will reopen with modified services Monday, March 30. NOC instruction, for the remainder of the semester, will be conducted in a distance learning environment. Students and employees should regularly check their NOC email and Blackboard accounts for ongoing updates. To further support social distancing and to comply with Governor Stitt's amended executive order on April 1, NOC will be closing all buildings on-campus through April 30 to the public while retaining essential services and functions with modified access. NOC's dedicated staff and faculty will continue to provide services – for some, on-campus work to support essential and mission critical functions, some through safety-controlled environments on campus, some with staggered shifts to align with guidelines for social distancing, and some with telecommuting when the nature of the work allows. Please contact your adviser, department head/supervisor or appropriate campus vice president if building access is needed. The 21-day executive order requires most faculty and staff to transition to full-time telework while still providing services virtually during your normally assigned working hours per week. Faculty will maintain office hours through virtual tools. Employees should make arrangements to pick up necessary equipment, files and office supplies needed to conduct business remotely beginning Monday. Connect with your supervisor for further details. In efforts to support essential and mission-critical functions, the following areas are defined as essential employees:

- Essential employees who will have a combination of telecommuting and some on-campus presence include – Executive Council, IT, HR, Financial Aid, Financial Affairs, Scholarships, Enrollment Management, and Academic Affairs.
- Limited number of essential employees who will have an on-campus presence through safety-controlled environments and staggered shifts to align with guidelines for social distancing – Library/computer lab, Campus Security, Student Affairs, Development and Community Relations, Physical Plant, and Testing.

NOC understands that there will be a need for employees to come to campus every now and then to sign documents, pick up work or transfer work to another employee. However, NOC does not want employees spending lengthy amounts of time on campus. We must do our part to mitigate the spread of this virus. Social distancing will also be practiced at all times, and no more than ten individuals will be allowed in any area at any given time. All common areas and break rooms will be closed. All employees when representing NOC during this transition time are encouraged to be in "Northern Pride" attire. Effective immediately, NOC has implemented a freeze on purchases and hiring without prior administrative approval. For our staff and faculty members over the age of 65 or individuals with serious underlying medical conditions, options for telecommuting will be prioritized for these individuals; however, if there are no options for telecommuting, please know that you will be provided administrative leave, as well as leave



provided under the Families First Coronavirus Response Act once enacted. For staff and faculty who are unable to telecommute and are not in an on-campus essential/mission-critical position, administrative leave will be provided until campus is accessible again. Shannon Cranford with HR will contact employees who fall within the age request with further communication. For HR questions or to self-report your serious underlying medical condition, please email [Shannon.cranford@noc.edu](mailto:Shannon.cranford@noc.edu). This information will remain confidential.

Students: NOC instruction, for the remainder of the semester, will be conducted in a distance learning environment. Students and employees should regularly check their NOC email and Blackboard accounts for ongoing updates. Services required for student educational operations will still be available virtually or only when necessary by appointment on campus. Classroom instruction will transition to alternative delivery methods beginning March 30. Faculty will reach out through Blackboard to their students on the next steps. Limited library access will be available by appointment. The Wellness Center will be closed for the remainder of the semester. Campus parking lots have Wi-Fi hotspots and students are welcome to sign on there and maintain social distancing by remaining in their vehicle. Limited computer lab access will be available by appointment. All college-related events scheduled to occur prior to May 11 are suspended. NOC will evaluate adding events after May 11 on a case-by-case basis.

Housing: NOC encouraged social distancing for those who returned to campus. Food service has limited hours of operation and only provides to-go meals, thus closing the dining hall areas and the student centers. NOC is encouraging social distancing and limiting persons to assist with move-outs. Students are encouraged to call or email to set up an appointment to retrieve their belongings and check out of the campus housing facility. Appointments have been staggered to keep the numbers in each space below the CDC requirements. NOC is allowing students to move throughout the remainder of the spring semester as to prevent many students from coming back to campus at once. They are working with students who have been quarantined or who have traveled long distances to come back to campus. NOC is not encouraging students to come back immediately to do this. For specific questions regarding housing, contact the Office of Student Affairs at 580-628-6240 (Tonkawa) or 580-548-2227 (Enid). NOC has increased cleaning efforts in their campus housing facilities to help prevent the spread of the virus. Partial refunds will be provided to qualified housing students.

Commencement: Commencement will be celebrated on August 8, 2020, through either a modified live ceremony or a virtual ceremony, dependent upon which best follows CDC guidelines of the time. NOC will mail students their gowns and mortar boards and encourage them to submit photographs of themselves in their regalia. These photos will be incorporated into a video celebration of our graduates that will be played either at the physical ceremony on August 8 or online if a virtual ceremony is necessary. All students will be mailed their diploma covers with their diplomas if a physical ceremony is not possible. For more information, please visit: [www.noc.edu/graduation](http://www.noc.edu/graduation).

Travel: Effective immediately, all NOC employees, students, and mission-critical campus visitors/vendors returning from domestic or international travel must complete a self-report form PRIOR to returning to campus, or to being assigned to on-campus College duties. Domestic travel includes any travel outside the state of Oklahoma. These reports can be found on the NOC website.

Summer 2020 Courses: NOC summer classes will move to online and distance learning following its decision to shift classes for the current semester. "Summer classes will still be offered; however, the format of some of these courses will be changing to continue to accommodate CDC guidelines for social distancing," said Dr. Pam Stinson, Vice President for Academic Affairs. Students may enroll in online courses or synchronous Zoom courses (that is, courses that meet online at the same time as the physical class would have met) for which they log in to classes at regular class times but participate in the courses from off-campus. For synchronous Zoom courses, students need access to a computer with a camera and microphone. For a complete listing of courses, students should refer to the NOC Live Course Availability on NOC's website.

Fall 2020 Enrollment: Students may enroll for summer school as well as the fall semester by either contacting their adviser or by NOC at (580) 628-6220 (Tonkawa), (580) 548-2275 (Enid), and (580) 628-6910 (Stillwater). All enrollment appointments are currently conducted by email or over the phone (please leave a voicemail).

Community Support: No updates at this time.

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### Oklahoma City Community College (as of April 27)

**Employees:** Consistent with orders from Governor Stitt and Mayor Holt, OCCC will close the campus at 5 p.m. on March 25, and remain closed until further notice. Though the campus will be closed, classes will remain online, employees will work remotely, if possible, and OCCC will have some important, essential operations continuing with limited on-campus staff, including: Payroll, security, maintenance, mail service, and the food pantry. All on-campus OCCC classes will be moved online for the remainder of the spring semester. A limited number of staff members will work on-campus in critical functions. There is an employee hotline for employees who have questions, concerns, or need services, - (405) 686-6276 or email [employeehotline@occc.edu](mailto:employeehotline@occc.edu).

**Students:** Effective March 23, all on-campus OCCC classes will be moved online for the **remainder of the spring semester**. Existing online classes will continue as usual. Consistent with orders from Governor Stitt and Mayor Holt, OCCC will close campus at 5 p.m. on March 25, and remain closed until further notice. Though the physical campus will be closed, online classes and crucial operations will continue. OCCC has waived late fees and penalties for the remainder of the semester. OCCC will continue to accept payments via check, debit, or credit card. Students experiencing financial hardship can contact (405) 426-2173 for information about OCCC's emergency loan program. The OCCC Food Pantry is stocked, staffed, and ready to serve students Monday-Friday, 10 a.m.-2 p.m. Students are asked to fill out a form if they need access to food supplies for their home and OCCC staff will deliver a food package to their car at a scheduled time. Effective 5 p.m., March 24, the Testing Center is closed and there will be no further on-campus testing until further notice. Students with questions concerning coursework testing should contact their professor, and students with questions about TEAS, TOEFL, HESI LPN-AND, CLEP and other non-coursework specific tests should call the Testing Center at (405) 682-7531. The Student Hotline will be staffed and ready to take any questions, comments or concerns you have. Please call (405) 686-6277, Monday-Saturday, 8 a.m.-11 p.m., or email anytime at [studenthotline@occc.edu](mailto:studenthotline@occc.edu). For assistance with technology, please call Information Technology Services, Monday-Friday, 7 a.m.-11 p.m. at (405) 682-7777. For assistance with Moodle, OCCC's online class platform, please call (405) 682-7574, Monday-Friday, 8 a.m.-5 p.m., or email anytime at [online@occc.edu](mailto:online@occc.edu). Events and all public performances scheduled in the Visual and Performing Arts Center Theater are suspended from March 13- April 26.

Housing: N/A

**Commencement:** Spring commencement, high school equivalence graduations, and health profession pinnings have been postponed. OCCC hopes to reschedule these events as soon as they have a safe opportunity to celebrate.

**Travel:** With the exception of essential travel, all college-related travel is suspended, effective immediately. OCCC community members are encouraged to carefully consider planned travel during spring break.

**Summer 2020 Courses:** OCCC will continue with online-only classes through the summer session. Current and new student enrollment is now open. Please visit [www.occc.edu/enroll](http://www.occc.edu/enroll) for more information.

**Fall 2020 Enrollment:** Current and new student enrollment is now open. Please visit [www.occc.edu/enroll](http://www.occc.edu/enroll) for more information. Beginning fall 2020, OCCC will change the length of term for the majority of courses by moving from one 16-week semester to two 8-week terms. This change is designed to give students more flexibility. The change will allow students to enroll in two 8-week terms during the first half of the traditional 16-week semester and two more during the second half of the semester. Students will continue to be classified as full-time and will still qualify for financial aid. Students will be completing four classes, or 12 semester hours, in a single semester.

**Community Support:** The Oklahoma City Community College Division of Health Professions has donated 3,200 yellow isolation gowns, 40 single-use stethoscopes, 54 clear safety glasses, and 51 boxes of critically-needed

procedure masks – totaling 97,825 masks. “The safety of our students, their families and others in our community is our utmost priority,” said OCCC President Jerry Steward. “There is no question that OCCC will do whatever we can to help our neighbors in these unprecedented times.” The supplies were given to Integris Southwest Medical Center on March 20. OCCC also donated 3,250 pairs of gloves to the Oklahoma Highway Patrol to help protect troopers when interacting with the public. The OCCC food pantry remains open for student use. OCCC is also collecting donations of diapers, formula, baby food, and baby clothes to help students with children, and recently opened applications for a student emergency loan fund to assist students in financial need.

Contact for Health-Related Questions: Please contact the community hotline at (877) 215-8336.

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### **Redlands Community College (as of April 13)**

**Employees:** Redlands will be moving to online for the remainder of the spring 2020 semester. Redlands will also be moving all summer courses to online only. Effective Monday, March 30, campus is closed to the general public. Essential offices will be open Monday through Thursday 9 a.m. to 4 p.m. and closed on Fridays until further notice, and a limited number of staff will be available by appointment only. Please call or email the individual or office to make an appointment.

**Students:** Redlands has moved to online courses for the remainder of the spring 2020 semester. Redlands will also be moving all summer courses to online only. RCC intends to keep campus offices open with limited staffing, but students are encouraged to communicate with personnel by phone or email. If that is not sufficient, they must make appointments to come to campus. Students will be able to access support services to ensure that they stay on track with their academic studies. Concurrent classes held at high schools will be moved to the online platform. Instructors will work with students virtually to make sure they have as little interruption as possible during this transition period. The computer lab in the Multimedia Center is available for student use, but social distancing is being enforced. It is accessible through doors on the northeast and northwest sides of the building. The Ray Porter Academic Complex is accessible through the Conference Center entrance but other buildings have limited or no access. After March 27, the Student Food Pantry will be closed until further notice. The Fitness Center is closed and fitness classes canceled until further notice. NJCAA has notified all colleges that all campus spring sports have been canceled for the remainder of the academic year. All campus activities and events are canceled. All activities and events held at RCC’s Darlington Learning Center, including the AG Interscholastic Contest, have been canceled as well. The Academic Center for Enhancement will be open for testing by appointment only (405-422-6274 or [Testing.Center@redlandsc.edu](mailto:Testing.Center@redlandsc.edu)).

**Housing:** Housing was closed effective 5:00 p.m. Friday, March 27. Those students who have not returned to campus following Spring Break must make an appointment with Tina Jacobs by email or by telephone at (405) 422-1454 before returning to collect their personal belongings. They have until May 4 to make those appointments. Students are limited to bringing one individual to help them move. The Business Office will process pro-rated refunds based on the student’s account status through the remainder of the spring semester for housing payments.

**Commencement:** All events and activities are canceled, including the graduation and nurse pinning ceremonies scheduled for May 8. Redlands is looking into alternative means of recognizing our graduates of 2020.

**Travel:** Redlands suspended all non-essential, college-related travel until further notice. Travel for any reason to a CDC Level 3 country will require an individual to complete a 14-day self-quarantine upon return to the U.S. Students, faculty and staff are asked to self-report Spring Break travel before returning to campus by completing a travel form on RCC’s website.

**Summer 2020 Courses:** All summer classes at Redlands Community College are being offered online. Current students are able to log into the [my.Redlandsc.edu](http://my.Redlandsc.edu) portal and select Add/Drop courses under the Enrollment tab. Both the Sumer and Fall schedules are online at [www.redlandsc.edu](http://www.redlandsc.edu).

Fall 2020 Enrollment: Redlands will be lifting some restrictions on online enrollment. Current students are able to log into the my.Redlandsc.edu portal and select Add/Drop Courses under the Enrollment tab. Both the Summer and Fall schedules are online at www.redlandsc.edu. A few restrictions are still in place for online enrollment. Students who have less than 12 credit hours, are enrolled concurrently participating in the Scholars for Excellence in Child Care must still contact Admissions and Advising to enroll. Students who are on academic probation, academic suspension or have a hold on their account will not be able to enroll at this time. The Admissions and Advising office has limited staffing but can be reached Monday through Thursday from 9 a.m. to 4 p.m. by phone at (405) 422-1417 or email at Admissions@redlandsc.edu.

Community Support: RCC donated supplies to SSM Health St. Anthony El Reno and Healthcare One.

Contact for Health-Related Questions: The Oklahoma State Department of Health encourages anyone who believes they have been exposed to COVID-19 or anyone who is experiencing flu-like symptoms, to self-quarantine for 14 days and report any concerning symptoms to a health care provider or call the Oklahoma COVID-19 Call Center at 877.215.8336.

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### **Rose State College (as of April 27)**

Employees: In accordance with actions taken at other colleges and universities in the state and following Governor Stitt's announcement, Rose State College will maintain continuing operations of certain essential and mission critical functions with limited on-campus staff. Specifically, the following limited operations shall be maintained:

- The first-floor open space computer labs in the LRC will remain open to students who may not otherwise have access to needed technology. Hours of operation are as follows: Monday – Thursday, 8 a.m.-6 p.m., Friday 8 a.m.-4 p.m., Saturday – closed, Sunday, 2-6 p.m. Social distancing will be required and no more than 10 students to utilize at a time.
- E.A.S.T. (Enrollment and Specialized Testing) located in the Student Services Building will remain open for Accuplacer placement, ACT Residual, CLEP, and DSST exams by appointment only. Social distancing will be required. Call 405-733-7320 to schedule.
- Housing will remain open for students in a limited capacity. Social distancing will be required.
- Information Technology Services, to maintain critical operations.
- Operations, to ensure the continued maintenance, cleanliness, and logistical function of the college.
- Payroll, to ensure that work-related pay is still processed.
- Accounts Payable, Purchasing, and Cashiers to ensure that the college fulfills its financial obligations. Bills can also be paid online.
- Security, to ensure the continued safety of the campus.
- Bookstore located in the Susan Loveless Center.
- EmPower Program will continue to operate.
- Raider Necessities (Food Pantry) will operate on a reduced schedule, Monday – Thursday, 10 a.m.-2 p.m, with curbside pick-up only. Please call 405-736-0285.
- Division offices will have a limited staff and will continue to answer all questions via technology. However, the building will not be open.

The only buildings that will remain open are the Learning Resource Center, Bookstore in the Susan Loveless Building, Student Service Building (testing center only by appointment), Administration Building, and the EmPower program. Buildings and offices will be accessible to employees who need to come to campus. RSC will continue to operate “back-room” operations with limited employees present, and handle student, employee and public inquiries by email and phone.

**Students:** All instruction will be moved online for the **remainder of the semester**. Classes that were conducted face-to-face will resume via online delivery or alternative delivery beginning March 30. Students enrolled in Health Science programs and Science Labs will receive information from their professor. RSC will open the computer lab in the LRC, with precautions taken for appropriate social distancing and sanitation. Students can now engage the support of RSC counselors through an online platform which allows RSC to hold free confidential counseling sessions; call 733-7373 to arrange your first session with a Rose State counselor or email [counselingservices@rose.edu](mailto:counselingservices@rose.edu) to arrange a session.

**Housing:** RSC is leaving the decision of when to terminate to their students and are not requiring them to depart. RSC has waived early termination fees and will pro-rate rent based upon the termination date that students decide. RSC has modified check out procedures for those deciding to terminate. RSC is putting paperwork online and allowing students to submit everything electronically. RSC has eliminated the requirement for students to clear their apartments with a member of their Residence Life staff and students can deposit keys in a drop box. RSC has implemented guidelines to housing residents regarding social distancing, hand washing, etc., and has made cleaning kits for cleaning apartments. RSC has increased cleaning and sanitizing of all common areas and has tightened the visitors/overnight guest policy. The Rose State College Foundation Board is committed to supporting current RSC students who are needing financial assistance during the COVID-19 pandemic. The fund will provide home internet access for students who do not currently have the service, assist students with a portion of their outstanding spring semester balances, and other immediate needs. It's important for students to complete the spring semester and enroll in virtual summer classes at RSC. The Foundation wants to ensure that students will complete their education without any barriers. To be considered for COVID-19 student relief, the students must currently be enrolled in at least six credit hours and complete the COVID-19 student relief application found on RSC's COVID-19 webpage. The applications will be reviewed by a campus committee, and the Foundation office will notify the grant recipients.

**Commencement:** Rose State College will conduct a virtual commencement ceremony on Friday, May 8, 2020 to recognize its graduating class of 2020. In addition to comments from President Jeanie Webb, the virtual ceremony will consist of remarks from Chair of the Rose State College Board of Regents, Betty J.C. Wright, as well as the traditional challenge from the Faculty Senate President and acceptance of that challenge by the President of the Student Senate. Each graduate will have the opportunity to have their name announced as a personalized slide appears. Graduates will receive an invitation to participate in the virtual ceremony in the coming days. It is extremely important that graduates provide RSC with the requested information by the deadline. The class of 2020 will also be invited back to campus to participate in the ceremony with the class of 2021 in May of that year.

**Travel:** All official international travel is suspended until further notice, effective immediately. All official domestic travel will be carefully assessed on a case-by-case basis examining the mission criticality of the travel and the degree of virus transmission at the destination. Further domestic travel that has not been officially processed is suspended until further notice. The College strongly urges prudent analysis with regard to domestic and international air travel for personal travel. Members of the RSC community who are taking personal international air travel are strongly encouraged to reconsider the needs of the travel. Further, employees taking personal international air travel must be ready to comply with self-isolation procedures and requirements. Those who have traveled out of the country or on a cruise will not be allowed back on campus for fourteen days and should self-isolate.

**Summer 2020 Courses:** No updates at this time.

**Fall 2020 Enrollment:** Students can enroll online or through the appropriate adviser. Please email [enroll@rose.edu](mailto:enroll@rose.edu) with any questions or issues you are having. For faster service, please include your name, student ID number, and a detailed description of your issue or question in your email. Students can also enroll using the Rose State College OASIS (Online Access – Student Information System). Rose State is rolling out Flex courses in fall 2020 to ensure students can attain their academic goals no matter the situation. The Flex option is a combination of delivery modalities. Classes will be set up with scheduled meeting times, room location, and a professor. The different in the plan comes when a student chooses how they want to take the flex course. Flex courses allows a student to meet face-to-face in the classroom, the same class can be taken solely online or in a combination of online and distance learning. The Flex option ensures that if a student's life changes their education plan does not have to.

Community Support: Rose State College's Health Sciences Division as a whole collected and donated personal protective equipment including gloves, surgical masks, and specialized respirators masks. Equipment was delivered to OU Medical, Integris Baptist, and SSM St. Anthony Shawnee. Rose State College loaned Alliance Hospital in Durant three ventilators to assist with the shortage during the COVID-19 crisis. The Rose State Environmental Training Program also donated an additional 30 boxes of examination gloves and 6 protective face shields to the City of Midwest City Public Works & Safety Division.

Contact for Health-Related Questions: If a faculty/staff member or student believes they have been exposed to COVID-19 and/or are exhibiting symptoms, they should not report to campus. First, contact your primary care physician or the Oklahoma Department of Health's Coronavirus hotline at (877) 215-8336 for instruction on testing and other recommended procedures. Next, contact Joedon Hughes, Coordinator of Safety, Security, and Risk Management at (405) 420-8216 or (405) 635-4493 or email [jhughes@rose.edu](mailto:jhughes@rose.edu). The department will gather the individual's information and contact the appropriate parties. This is important to help the College make arrangements for the individual as it relates to their role at the college.

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### **Seminole State College (as of April 16)**

Employees: SSC will continue with online/virtual delivery of classes through the end of the spring semester. Campus will close to the public starting Monday, March 30, 2020, until further notice. Buildings and offices will be accessible to employees who need to come to campus. SSC will continue to operate "back-room" operations with limited employees present, and handle student, employee and public inquiries by email and phone. Supervisors, in coordination with area Vice Presidents, will be asked to work with employees in their areas to fairly and efficiently plan necessary coverage, while trying to limit the number of people on campus. Any employee diagnosed with COVID-19 or exposed to anyone who tests positive for the virus should inform the President's office immediately. Guidelines regarding employment issues and payment of student work-study students and other student workers have been issued by the federal government.

Students: SSC will continue with online/virtual delivery of classes **through the end of the spring semester**. Any student who is diagnosed with COVID-19, or is exposed to anyone who tests positive for the virus should inform the President's office immediately. The computer labs in the David L. Boren Library will remain open to students who may not otherwise have access to technology, and for access to the campus Food Pantry. All events and meetings, involving 10 or more people, will be cancelled immediately until further notice. The Raymond Harbor Field House will be shut down immediately for student and public access and a deep cleaning of the facility will commence. With the suspension of all spring sports by the NJCAA, athletes will be instructed to remain at home following Spring Break and not return to residence halls. The SSC Food Pantry will be open during the hours posted on the SSC website. For concurrent enrollment, concurrent students must complete an Online Application for Admission to SSC at [www.sscok.edu](http://www.sscok.edu). A student wishing to attend concurrently must submit a Current Enrollment form signed by the high school principal or counselor, parent/legal guardian, and the student each semester. Currently, due to the COVID-19 pandemic, SSC is accepting emails as well as signatures for approvals. Please visit the SSC website for more information.

Housing: Campus housing has been closed since before Spring Break, and will remain closed for the semester. SSC is requiring students to move out and is scheduling specific days and times for students to come to campus at staggered times to retrieve their property. Each student will be allowed one hour to clean and retrieve property from his or her room and will be allowed one person to come inside the residence hall to assist in property removal. Rubber gloves, disinfectant, and sanitizer will be available to students and their help if needed. A staff member will be in each of the two residence halls to assist. These staff members will also have access to rubber gloves, disinfectant, and sanitizer. Students were provided instructions regarding move out via student email and a post on the home page of the SSC website. SSC is discussing several options regarding providing credits and pro-rated refunds for room and board. These will be considered on a case-by-case basis and will be based on many factors, including financial aid status.

Commencement: Seminole State College will be postponing their traditional commencement ceremony currently scheduled for May 8, 2020. SSC is discussing innovative ways to honor graduates, possibly through a digital ceremony, to recognize these students and their tremendous accomplishments.

Travel: There will be a ban placed on all college-related out-of-state travel through the end of the semester, May 8.

Summer 2020 Courses: Due to the continue effects and unknown ramifications of the COVID-19 pandemic, we have decided to offer all summer academic courses on an online basis only. We are optimistic that our society and campus may be able to return to some normalcy in the coming months, but understand that it is not prudent to delay decisions and planning for the summer term.

Fall 2020 Enrollment: No updates at this time.

Community Support: Seminole State College recently donated medical supplies to SSM Health St. Anthony – Shawnee to assist with COVID-19 preparations at the hospital. The donation included 26 boxes of DemaAssist synthetic powder-free gloves, 3 boxes of Nitrile gloves and 30 packets of disposable gowns. The hospital has long served as a site for clinicals for SSC nursing students. SSC President Lana Reynolds said that the College also reached out to the local Alliance Health facility in Seminole and are looking for ways to assist with their needs.

For health-related questions, contact: Any employee, or student, who is diagnosed with COVID-19, or is exposed to anyone who tests positive for the virus, should inform the SSC President's office immediately. Calls may be made to (405) 382-9200.

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### **Tulsa Community College (as of April 24)**

Employees: As TCC transitions to remote operations, the majority of employees are asked to conduct their work solely from home. Except for essential staff required to keep TCC facilities safe and secured, and/or to provide essential services, all employees are asked to work from home until further notice. Effective March 20, employees are authorized to come to campus to secure necessary equipment and supplies to support remote operations between 8 a.m. and 5 p.m. daily. This access will include the weekend and will be available until 5 p.m. on Friday, March 27. Employees are asked to access their respective campuses through designated entry points and must have their TCC ID visible at all times. All personnel are required to practice effective social distancing.

Students: Spring semester courses will remain online for the **remainder of the spring semester**. Faculty and staff are currently setting up remote operations for student services. For the immediate future, all campus facilities will be closed to the public. The campuses, including the Metro campus, will not reopen prior to April 6. The TCC campus Bookstores at Metro, Northeast and Southeast are processing online and phone orders only. No foot traffic is allowed inside the store. Instead, the bookstore staff will bring the order to the student's car for pickup. The Bookstore at West Campus is temporarily closed.

Housing: N/A

Commencement: Tulsa Community College will not be holding a live commencement ceremony in May. All graduates are encouraged to walk in our December Commencement ceremony. Please check back on the TCC graduation website for more updates.

Travel: TCC advises students to comply with the CDC Travel Warnings. If TCC community members are traveling out of Oklahoma and within the United States, they are asked to please monitor the status of COVID-19 in the state and city they are visiting as well as in Oklahoma. If possible, 48 hours prior to return, travelers should contact the TCC Emergency Manager regarding return to campus recommendations.

**Summer 2020 Courses:** TCC summer classes will move to online and distance learning following its decision to shift classes for the current semester. For some students, this will mean a virtual classroom experience at the same day and time as the scheduled class. For others, it means using lectures captured by video to be viewed when the student has time. For other subjects, such as a science course with a lab component, this means using the best resources or shared resources to teach the concepts of outcomes. There have been modifications to the Application Process for the Veterinary Technology Applicants. Please see the TCC News Updates website for more information. The World Language Lab is available for online tutoring appointments.

**Fall 2020 Enrollment:** Priority Enrollment opens on March 30 for students with 30 or more earned credits, opens April 6 for students with 12 or more earned credits and open enrollment for all students begins April 13. Schedule a remote appointment with your adviser using Starfish and verify your career goals, complete the next steps in your degree plan and to select summer and fall classes, if you have not done so already. If you need assistance with connecting to an adviser, please email [academicadvising@tulsacc.edu](mailto:academicadvising@tulsacc.edu). Students who enroll early are more successful in their classes, please enroll as soon as possible to get your preferred summer and fall schedule.

**Community Support:** Tulsa Community College Nursing and Allied Health Programs has donated masks, gloves, gowns and other equipment to the four main hospital systems in Tulsa: Ascension-St. John, Hillcrest Medical Center, St. Francis Health System, and OSU Medical Center, as well as the Stillwater Regional Medical Center. Several members of the advisory board in need of personal protective equipment for health care workers reached out to TCC faculty regarding the college's supply, and others have posted a call on social media," the college said in a news release Monday. "These hospitals are TCC's education partners that provide clinical experiences, serve as instructors, and offer paid internships for TCC students."

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### **Western Oklahoma State College (as of April 20)**

**Employees:** Effective March 30, 2020, Western implemented a remote work format for the majority of employees. In consultation with supervisors, employees will perform their work from home as long as remote work does not compromise college operations. For employees who have job functions that cannot be performed at home, supervisors will work with employees to develop individualized plans. In general, individuals are expected to be available during normal hours, regardless of location. 25, WOSC will begin to expedite plans to completely close the campus by the end of business on Friday, March 27 at 4:30 p.m. The Western campus is closed to the public. All schedule activities have been cancelled until further notice.

**Students:** Western has moved exclusively to virtual delivery for the remainder of the spring 2020 semester. Students are encouraged to communicate regularly with their instructors and make use of a wide variety of resources that are available online (<https://www.wosc.edu/index.php?page=covid19#updates>). Two computer labs will be available for student use and will be open Wednesday, April 1 for WOSC students only. Hours of operation will be Wednesdays and Thursdays, 9 a.m. – 7 p.m. Enter through the HLC sliding door entrance on the south side of the main building. A maximum of 8 students will be allowed in the lab at one time. WOSC students must bring student ID or other photo ID with proof of enrollment and must check in with the attendant at the HLC Help Desk. No children will be allowed and please do not come if you have a cough, fever, or have potentially been exposed to COVID-19. All college-sponsored events and activities are suspended until further notice. Spring sports competitions and practices have been canceled in light of recommendations by NJCAA and NIRA. The Business Office has processed credit adjustments for Room and Board for the Spring semester. If these adjustments resulted in a refundable credit balance, then the credit balance was refunded to the student. Please check CampusConnect for up-to-date information regarding your student account balance.

**Housing:** Student housing at Western is no longer available for students and the deadline to moveout is Friday, April 3. Those students who have not returned to campus following Spring Break must make an appointment with Jimmy Poe ([jimmy.poe@wosc.edu](mailto:jimmy.poe@wosc.edu) or 580-477-7945) before returning to collect their personal belongings. Students are limited to



bringing one individual to help them move. WOSC is providing cleaning supplies, soap and hand sanitizers to students and regularly cleaned common areas. Once the student is finished, the door to the room is sanitized and locked. The Business Office will process pro-rated refunds based on the student's account status through the remainder of the spring semester for room & board payments.

Commencement: With a very heavy heart, the decision has been made to cancel Western's regularly scheduled 2020 nursing pinning ceremony and graduation. Unfortunately, COVID-19 has caused turmoil for many. It is our hope to provide graduates with an opportunity to celebrate their accomplishments at some time in the future. However, with all the uncertainties in the world we do not want to make a promise that we are unable to keep. We hope that you understand that this decision was not taken lightly, and the goal is to maintain public health and do our part. Of course, we are proud of every single student and their accomplishments. When the college is able to open to the public, students who have purchased a cap and gown may return them to the Student Store for a full refund.

Travel: Travel for all college-related business or academic purposes (regardless of prepayment) is suspended unless such travel is deemed absolutely critical to the college and approved in advance by the Office of the President.

Summer 2020 Courses: Summer enrollment will open April 20. Information regarding virtual placement testing will be posted soon, as well as a process for students needing assistance with enrollment. The decision has been made to offer the summer session in a completely virtual format as there is a strong possibility the campus may still be closed when summer school begins on May 26. Courses listed as online will remain 100% online. However, courses listed with a meeting date and time will be taught live and students will use Zoom to attend those courses virtually.

Fall 2020 Enrollment: Fall enrollment will open June 8. This will allow us to focus on summer enrollment and placement testing and still provide excellent services to all of our students.

Community Support: Western's nursing program has donated gowns, gloves, shoe covers and hair covers to Great Plains Regional Medical Center in Elk City. The campus also partnered with the Jackson County Health department by providing facilities and volunteers for a COVID-19 drive-thru testing on April 1, 2020.

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## **Technical Branches**

### **Oklahoma State University Institute of Technology (as of April 22)**

Employees: Faculty and staff, please visit the Faculty and Staff FAQs page at <https://osuit.edu/coronavirus/employee-resources.php>. Most buildings will have limited access. All supervisors have been asked to evaluate their areas to decide when and if telework is appropriate. Please see the provided telework toolkit on the OSUIT Coronavirus webpage.

Students: As of March 23, all classes have been shifted to online instruction for the remainder of the term. Most campus services from the Grady Clack Center will be delivered through alternative methods such as phone calls, emails, texting, and other technology-mediated channels. OSUIT's Childcare Center and Covelle Hall have been closed temporarily. The computer lab in the OSUIT library will be open from noon to 8 p.m., Monday through Friday, on a call-ahead basis. Most buildings will have limited access. Student Union operations, including the bookstore and post office, will resume limited business hours. The Cowboy Café will close all dining rooms and offer a limited menu for take-out. Culinary Arts has discontinued meal service for the remainder of the term. All guided campus tours have been suspended temporarily. However, we will be offering virtual tours via Facebook Live.

Housing: OSUIT has reduced housing occupancy levels for the remainder of the spring trimester. Residents were notified that many of them would not be able to return to live in the dorms until the health crisis is over. Residential Life is working closely with those students who have no other housing options and will assist them on a case-by-case basis.

Commencement: Spring graduates will be sent a package that includes their regalia and diploma with an invitation to either walk in our summer commencement or share their own family celebration through social media using the hashtag “OSUITgrad.” Details about this plan will be sent to spring graduates directly.

Travel: Effective March 13, all university-sponsored international travel is prohibited until further notice. International travel for personal reasons is strongly discouraged. Effective immediately, all non-essential university-sponsored domestic air travel is suspended until further notice. Effective immediately, all out-of-state travel for university-related business or academic purposes is suspended until further notice, unless such travel is essential to the university. There are no current restrictions on in-state university-related travel.

Summer 2020 Courses: The summer trimester includes a special internship-only session on May 1 with all regular classes beginning June 15. See the table on the OSUIT Coronavirus Student Announcements page for details on all parts of term. The modality of instruction, whether online or face-to-face, may require additional adjustment depending on the status of the pandemic over the next few months. Some classes will begin with online learning and transition to face-to-face learning as time and social distancing recommendations allow. Other classes will only be offered online. As a result of the uncertainty around the pandemic’s effect on our instructional methods, all online electronic media fees will be waived for the summer 2020 term.

Fall 2020 Enrollment: No updates at this time.

Community Support: No updates at this time.

Contact for Health-Related Questions: OSUIT requests that any student returning from a cruise ship, air travel, or location that is a level 2 or higher, where a known case has been reported, should follow these procedures: Call (918) 293-4946 if you have been exposed, and we will notify the appropriate academic dean and/or vice president. Do not come to campus until you have called this number, reported your travel, and received further instructions. Monitor your health and limit interactions with others for 14 days. If you are experiencing a fever, cough or difficulty breathing, call (918) 293-4946 and seek medical advice. If you do not have a primary physician, you may call the OSUIT campus physician at (918) 752-1080. Do not come to the OSU Campus Infirmary.

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### Oklahoma State University-Oklahoma City (as of April 27)

Employees: All campus buildings will be closed through at least April 30 in accordance with the city of Oklahoma City’s shelter-in-place directive. The only exception to the campus closure is for students to use the computer lab in BT 200 from 3 to 7 p.m. Mondays through Thursdays. This lab is for students only.

Students: All classes at OSU-OKC will be conducted online for the **duration of the spring semester**. All campus buildings will be closed through at least April 30 in accordance with the city of Oklahoma City’s shelter-in-place directive. The only exception to the campus closure is for students to use the computer lab in BT 200 from 3 to 7 p.m. Mondays through Thursdays. This lab is for students only and can accommodate a maximum of 10 students at any time. WiFi is available to students and the public through the main OSU-OKC parking lot, near the Administration and Science buildings. Nursing, Paramedicine, Radiologic Technology, Cardiovascular Sonography and Veterinary Technology students should contact their department head for further direction on clinical experiences and campus labs. The OSU-OKC Help Desk is available for technical assistance and computer access issues at [helpdesk@osuokc.edu](mailto:helpdesk@osuokc.edu). All community events and advisory board meetings are canceled until further notice.

Housing: N/A

Commencement: OSU-OKC has postponed graduation and all program pinnings for the spring 2020 semester.

**Travel:** All university-related international travel is suspended until further notice. Faculty, staff and students may not travel internationally for university-related business or academic purposes, including, but not limited to, study abroad, research or grant activity, internships, academic work for credit, service, conferences or presentations, and teaching or training. All university-related out-of-state domestic travel is suspended until further notice, unless such travel is deemed essential to the university. Individuals who believe domestic travel is essential must first contact their division head or a member of the university's executive team. University leaders strongly encourage faculty, staff and students to exercise caution with regard to personal air travel.

**Summer 2020 Courses:** All classes at OSU-OKC will be conducted online for the summer 2020 term. Enrollment is now open for summer and fall semesters. Please visit <https://osuokc.edu/enroll> for more information.

**Fall 2020 Enrollment:** Enrollment is now open for summer and fall semesters. Please visit <https://osuokc.edu/enroll> for more information.

**Community Support:** No updates at this time.

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## **University Centers**

### **University Center at Ponca City (as of March 27)**

**Students:** With many of UC's partners moving all remaining instruction online for the remainder of the semester, the UC remains open to help those students who do not have access to reliable internet or computers to continue their studies. The UC will open Monday-Thursday, 8 a.m. – 7 p.m. and until 4 p.m. on Fridays. The UC is limiting students to one person per computer lab and asks that each person sanitize and wipe their areas as they come in contact with disinfectant. The courier will run on Tuesdays and Thursdays for the foreseeable future. At this time, the UC is unable to meet with the general public but can provide assistance by phone or email. Students are encouraged to reach out to their college adviser and ensure they have a plan for summer and fall classes. Please call the UC if assistance is needed, or if students want to take their classes at Ponca City.

**Programs:** The UC is planning to offer parents three different options for LEGO robotics this spring. Option 1: A full refund. Parents wishing for a full refund must complete the necessary forms and it generally takes 6-8 weeks to issue a check from the State of Oklahoma. Please call the UC if a full refund is desired. Option 2: A waiver to attend one of UC's summer or fall robotics sessions free of charge. Option 3: Checking out a LEGO robotics kit for at home virtual learning this semester. Parents will be notified of their options by phone or email.

**Community Support:** The University Center is using 3D printing to create new masks and ear guards.

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### **University Center of Southern Oklahoma (as of March 30)**

**Students:** Starting Wednesday, April 1<sup>st</sup>, access to the UCSO main building will be by appointment only. Please let us know at least one day in advance if you will need to get into the building to access your computer, phone, or materials. You may also teach classes from the building during regular hours, which will be 9 a.m. to 6 p.m. on weekdays. Once again, if there are compelling reasons for exceptions we will try to accommodate them. Please notify Peggy Maher, President/CEO or Kim Price ([kprices@ucso.osrhe.edu](mailto:kprices@ucso.osrhe.edu) or 580-465-1440) to let them know when you need in and how long you expect to be there. The UCSO will not be able to allow students in the building to access internet, but we have tried to extend the WiFi network outside a little farther. Students should be able to pick it up from the picnic tables on either end of the building, the benches in the circle, and the parking places nearest the Learning Center in the back parking lot.