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Subject: COVID-19
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Hello everyone. I know there are a lot of questions about expectations of staff, given the message President Schlissel sent yesterday afternoon. While classes have been canceled for today and tomorrow, and we are converting to online delivery of course material, the University remains open. With that said, please know that our usual practices of being flexible with staff who need to stay home if their child's daycare or school is closed or if they are sick are still in place. And, of course, if you are sick, please stay home. The University has not made any changes in the sick/vacation policy for staff, so if you're absent you would record your time off as you normally would. If you have concerns about availability of sick/vacation time (or anything else related to your inability to report for work), please talk with your supervisor, Jodie Dressler, or me. Also, from President Schlissel's message:

- "We have heard concerns from members of our community who have chronic health conditions, and will work to assist with accommodations for classes or work arrangements. Students needing additional assistance should contact the Dean of Students office, and employees should contact their unit supervisor."

I do plan to ask for guidance from Dean Dalton regarding remote work for staff when I have the opportunity and will share information as soon as I can. Our COP ITS team has resources and information related to working remotely on their web page:

<https://pharmacy.umich.edu/mycop/college-services/it-services/tutorials>, and they are available to assist with any questions or concerns you may have. Please contact 4HELP or stop by the ITS office (B018 Pharmacy). President Schlissel also provided the following information:

- "We have created a [Remote Resources Guide](#) to assist students, faculty and staff with working or engaging remotely, and the Ann Arbor Provost's Office has additional information [on remote instruction](#)."

The University remains open with the restrictions mentioned in President Schlissel's message:

- "We are canceling all classes tomorrow and Friday. Classes will resume Monday (March 16) delivered remotely in alternative formats – and not meeting in person – through April 21, the last day of classes this semester."
- "We are canceling all U-M events and events organized by others on our campuses that would convene 100 people or more from Thursday, March 12 until at least April 21."
- "We are suspending all U-M international travel until at least April 21, with rare exceptions requiring approval. Domestic travel for university business is strongly discouraged."
- "All U-M education abroad programs will be altered or suspended."

The College of Pharmacy has not implemented additional restrictions at this time.

Thank you for your patience, as this is a rapidly evolving situation, and communications will be provided via email and our web site as new information becomes available.

In closing, I'd like to reiterate President Schissel's closing:

"We thank the many students, faculty and staff who have been working with us during the COVID-19 outbreak. We know there are many questions and concerns as the situation continues to change rapidly and will continue to post the latest information to our [COVID-19 information page](#). The page also includes frequently asked questions, definitions of key terms, and additional resources and information for the U-M community.

Viruses like COVID-19 affect all of us, and we appreciate everyone's efforts to support one another, promote a healthy community, and stay up to date on the latest information from our health professionals."

Please contact me with questions or concerns.

Thanks,
Pennie
764-2027

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