

March 11, 2020

Linfield community,

As the COVID-19 pandemic continues to evolve regionally as well as globally, I want to make sure you know all the steps Linfield is taking to ensure the health and safety of our community.

You may be aware that our peer institutions in other states are suspending classes or moving to online-education models as their communities work to contain the spread of the novel coronavirus. We are following expert advice from the Oregon Health Authority and the Higher Education Coordinating Commission, which both recommend that schools and universities stay open at this point. We will continue to monitor and evaluate this situation, of course.

The Northwest Conference recommends that its member institutions continue to compete in athletics. We are also following this advice for now.

While we haven't closed our Portland or McMinnville campuses, we are stepping up our emergency preparedness and health and safety efforts. We have detailed Emergency Operations Plans for both campuses, which include contingencies for pandemic situations. We are updating those plans to reflect current conditions, and are prepared should the creation of a formal incident command structure be necessary.

Facilities Services staff members on both campuses are cleaning and disinfecting all high-touch areas regularly, and establishing disinfecting stations where possible. We also have a plan in place for faculty or staff who may be concerned that they fall into high-risk categories. The Office of Human Resources will work with them on a case-by-case basis regarding accommodations.

The Office of Academic Affairs has asked all faculty members to have plans in place by March 30 (the Monday after spring break) to teach their courses online, should this become necessary. Information Technology Services has verified that we have the technology and bandwidth to handle such a transition. Academic Affairs has created a [one-stop website for all academic information](#), including guidelines and resources for online teaching.

The administration will review the spring events calendar in the coming days, with an eye toward best practices on social distancing. Patty Haddeland, our Director of Student Health and Wellness, will send out daily emails with updates in the days and