

MCC Coronavirus employee update for Tuesday, March 17, 2020

Hello.

I hope you're have a great day today!

I am so thankful for all of you and all the hard work you are putting in to help the college continue to deliver coursework and remain fully operational as we navigate this uncharted territory with Coronavirus (COVID-19).

With recent legislative orders to work to reduce the numbers of people gathering in public places, our Executive Team decided Monday, March 16, to take proactive measures to reduce the number of people working on campus.

The Executive Team worked together to identify individuals who have either come forward with their own current personal health concerns or have a history of serious health issues. Supervisors were asked to speak with these individuals to arrange for them to begin working at home as soon as possible. The college is providing resources for this transition. These employees are being asked to continue to complete as much work as possible from home. All employees should continue to communicate with their supervisors about their concerns and options.

In addition, all work study employees have been asked not to report for work. A guidance issued on Monday allows the college to continue to pay them for the hours they are regularly scheduled to work each week. Work study supervisors were sent an email on Monday explaining the process to follow to submit timesheets for these students.

With these actions, we now have about 50 percent of our employees continuing to work on our campuses. This is in line with recommendations from government and health officials.

As we continue to work through the Coronavirus (COVID-19) situation, we are remaining focused on making decisions to help ensure the health and safety of MCC's students, employees and the community as well as those they come in contact with.

Please contact me if you have any concerns at stacy.young@montcalm.edu or on my cell at 574-596-2781.

Stacy