

## STUDENT UPDATE FROM PRESIDENT PAUL CARLSEN – March 12, 2020

LTC Students:

Your health and safety are important to us, and I am emailing to update you on college actions with regard to the COVID-19 virus.

As of March 11, there were six confirmed cases of the COVID-19 virus in Wisconsin, with one individual already experiencing full recovery and 53 individuals who tested negative. None of those six cases were the result of person-to-person contact inside of Wisconsin, which means the transmission occurred outside of Wisconsin and infected individuals who traveled back to Wisconsin. I encourage you to monitor Wisconsin developments at: <https://www.dhs.wisconsin.gov/outbreaks/index.htm>.

To help protect the health and well-being of our student body, faculty, staff, and community, we are implementing the following:

### **Self-Quarantining**

The virus has been identified in multiple countries, including the U.S. **If you have traveled internationally to China, Japan, Iran, Italy, South Korea; or within the U.S. to Seattle, Boston, New York, or California in the past two weeks, you are instructed not to return to campus until 14 days have passed since your return. If you have been in close contact with an individual who has traveled to these areas, or who has COVID-19, you are also not to physically return to campus until you have completed a 14-day self-quarantine. Please notify LTC College Health Nurse Renee Bruckschen at (920) 693-1111 immediately if this applies to you. Our faculty and staff will work with you to ensure your academic progress is not impacted. If you are self-quarantining and develop symptoms including fever, cough, and/or trouble breathing, seek immediate medical advice.**

### **All Classes & Student Activities Cancelled Monday, March 16 and Tuesday, March 17**

**All LTC campus locations will be closed to students and visitors Monday, March 16 and Tuesday, March 17. Instructors and staff will use this time to prepare for the possibility of shifting lecture classes and student support to an online format, as well as to plan for adjusted lab schedules. This means no student attendance and no requirement to be in online classes Monday, March 16 or Tuesday, March 17.**

All students should monitor Blackboard for specific instructions, and should regularly check their LTC email for College updates.

At this time, we are planning on classes resuming Wednesday, March 18.

### **College-Sponsored Travel**

Effective immediately, we are prohibiting all college-sponsored out-of-district travel until further notice. Please know we do not implement these policies lightly and understand the disappointment that occurs with unexpected changes in plans. Ultimately, it is your health and wellness, and that of our entire campus community, which is our primary concern.

## **Flexible Learning Options**

For any of our students who are in a higher risk population according to the CDC (<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html#who-is-higher-risk>), we are prepared to support alternative educational arrangements over the next several weeks as we monitor the spread of this virus. Please contact your instructor to review options.

## **Webpage**

We are currently developing a landing page on [gotoltc.edu](http://gotoltc.edu) to provide information. We anticipate the landing page going live by 3pm Thursday, March 12.

## **College Facilities**

Due to CDC recommendations regarding social distancing, and the broad usage of the area, the Fitness Center is closed today until further notice. We will also review events scheduled to occur in the next 60 days to make a determination regarding any cancellations.

## **Individual Prevention**

We encourage all students to take the following steps to stay healthy:

- Avoid contact with sick people.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Cover your mouth with your elbow when coughing or sneezing.
- Wash your hands frequently with soap and water for at least 20 seconds.
- If soap is unavailable, try using an alcohol-based hand sanitizer that contains between 60 percent and 95 percent alcohol.
- Do not share eating utensils, cups, cigarettes, or anything else via mouth.
- Be cautious when touching phones, laptops, and other items that are not yours, as they carry germs.
- Clean hard surfaces (including doorknobs, light switches, keyboards, and other commonly touched areas) with disinfectant.
- If you have traveled and become ill, seek medical advice. Call ahead before going to a doctor's office or emergency room and tell them about your recent travel.
- If you feel ill, or have a fever of 99.8 degrees Fahrenheit or higher, stay home.

You can also find tips on hygiene and safety at the Wisconsin Department of Health Services:

<https://www.dhs.wisconsin.gov/disease/coronavirus.htm> or the CDC:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

If the college determines it is necessary to cancel or change class schedules or delivery modes, the appropriate office will contact faculty, staff, and student participants on next steps. Please note that we do still expect our students to:

- Be prepared and able to adapt if there is an unplanned absence. Be present when classes are in session (unless ill) and manage your time so that you can complete your assignments and assessments on or before the date they are due.

- Complete work missed due to an absence within the timeframe determined by the instructor.
- Participate in alternative delivery method of instruction and alternate assessments of learning as determined by your instructors.

LTC students, please know that we are monitoring the spread of this virus daily to determine when/if we might need to transition as many courses as possible to an online format via Blackboard. This is not a time to panic. It is, however, a time to be attentive, serious, and engaged regarding the steps we need to take to care for ourselves and for one another. Please be vigilant in reading emails and/or other LTC communication addressing COVID-19 and additional steps we will be taking to contain the spread of this virus.

Paul Carlsen, PhD

President