*(emailed from VPI to all faculty 3/3/20)*

Hi All,

As a lot of you know, the novel corona virus (COVID-19) is moving through Washington State. It’s hard to know what the effects of this will be, and I know a lot of people are worried about it.

I think it’s a good idea to have a plan in place so that we will all know what’s going to happen in this class specifically in the event the college might be closed because of the virus.

**In the event of a college closure:**

**We will continue to have class, but it will be online (Canvas).** For this class, I will use Zoom sessions so we can meet synchronously (at the same time) and keep up our schedule. For this class, that means we would meet online between X and X time M-Th. I will also record these sessions so that students can watch them later.

I know that not everyone has **reliable internet or computer access**. If you do not, it would be helpful if we can talk about it before an emergency closure happens, just so we can have a back-up plan. Please feel free to reach out to me to have this conversation. I am happy to figure out what we can do.

**Due dates for assignments** may shift if necessary (depending on what’s going on), but they will not be made earlier than they currently are on the syllabus. As always, assignments are all submitted via Canvas, so that will stay the same.

**In case of a closure**, my overall goal will be to maintain the course structure as much as possible while not causing a burden on any of us, and to make sure that you all leave the class having achieved as much as any student would in any normal quarter. I will also do my best to accommodate students depending on what they need to be successful, so letting me know what is and isn’t working will be helpful. We won’t know what a closure is like until we have one (and hopefully we won’t have one!), so we will need to practice good communication with each other.

**For those students who have health conditions** that may make them more susceptible to the corona virus, please prioritize your health and well-being. If you need to miss class because you are exhibiting symptoms, or feel that your health will be compromised, please reach out to let me know. In many cases, we’ll be able to work together to figure out how you can complete the course.

**For everyone,** please feel free to let me know if you have concerns or worries. The counselors are available to talk about these, but I can also talk to you if it will help. We will all get through this.