UPDATE: COVID-19 031920

(This information is posted on Minneapolis Connect and emailed to students.)

Visit Minneapolis.edu/covid-19 for ongoing updates or to see past communications that have been shared with students, staff and faculty.

**Campus Status**

Events, activities and services continue moving from traditional to remote formats. This transition is largely dependent on guidance, training and equipment provided by the Information Technology Services (ITS) Division. Information for employees regarding training, using phones and computers as well as accessing files and software remotely is available on the Information Technology Services SharePoint site. Information for students needing technology resources is available at Minneapolis.edu/covid-19/Student Resources. As of today, March 19, ITS staff is working remotely. Technicians are monitoring voicemail and service request tickets weekdays from 8 a.m. until 4:30 p.m. After checking the online resource links above, please submit all technology-related questions and requests through the online ticketing portal at Submit an IT Service Request. Please do not contact technicians directly. All tickets submitted will be routed to the correct technician appropriately.

Effective March 19, all student services are being offered through a remote environment. The Library, Academic Success Center and Student Parent Center are closed. The services provided through each of these areas can be accessed online. Visit Minneapolis.edu https://www.minneapolis.edu/student-services for instructions on how to access staff and gain assistance for these new online processes. Or, submit a question through Ask Us.

Staff from the Public Safety and Facilities Departments are implementing a new plan for accessing campus. Beginning the morning of March 20, several exterior doors will be locked to limit and direct foot traffic entering all buildings. Public Safety personnel will be requesting identification at remaining access points to verify student/employee/vendor status. Signs will be posted on all exterior doors stating the temporary campus hours and access routes as follows:

- Parking ramp: use Stairwell A during campus open hours.
- Technical Building: all doors will be secured with access remaining solely through the parking ramp and skyway crossing Hennepin Avenue.
- Kopp Hall: all doors will be secured with access remaining solely through the parking ramp, skyway crossing Hennepin Avenue and the Technical Building.
- Helland Center/Fine Arts: all doors will be secured with access remaining primarily through the parking ramp, skyway crossing Hennepin Avenue and Technical Building. Access for employees with FOBs will remain.
- Science Building: all doors will be secured. Access for employees with FOBs will remain.
- MEC Basement (1312): all doors will be secured. Access for employees with FOBs will remain.
- MEC Main Door (southeast corner): will remain open during campus hours.

The *May 15 Commencement Ceremony* will not take place in person at the Minneapolis Convention Center and alternative options are being considered at this time.

*A special message about instruction from Academic Affairs:*

Faculty are advised that many students might not be able to access computers during the two-week suspension of courses. Therefore, to be equitable to all students, faculty should be operating under the assumption that students are not working on coursework during this two-week suspension of courses, in accordance with a recent email from Chancellor Malhotra. Students are advised that faculty's primary focus right now is the revision of courses; no instruction will be occurring, online or otherwise, until classes resume on March 30. Students are free to access course materials, as they are able, but they are not obligated to do so.

What this means for faculty and students:

Regardless of when assignments were originally due, **there are no assignments due during the two-week suspension of courses.** (Exception: High school students in concurrent enrollment courses should continue follow the instructions of their high school teacher).

Whether a course is fully online, blended or face-to-face course, faculty should be **reviewing assignments and revising due dates for the remainder of the semester** with the assumption that students were not working during the two-week suspension.

Once classes resume, students will be encouraged to use personal computers at home or other offsite locations, to the extent possible, to limit the number of individuals on campus. For students without computer access, the College intends to keep computer labs open for the completion of coursework.

To get a better understanding of the technology resources available to students and support instructional planning, the Office of Institutional Effectiveness is working to develop a survey that will be sent to all students March 20. This information will then be provided to faculty for each course so they are aware of the technology capacity of students and so the College will have better visibility to technology access and needs across our student body. While some faculty have already begun collecting such information, this survey is intended to supplement those efforts with a goal of getting such information for all students across courses.