

Website Communication: 3/27/20

Dear Unity College,

In response to the unfolding coronavirus pandemic, Unity College has instituted a number of changes to ensure continuity of operations while protecting student, employee, and public health. These changes include shifting to remote learning in the Flagship, cancelling or postponing public events, and adopting a process to allow many employees to work remotely.

These changes have positioned us well to follow the guidance set forth in Governor Mills' executive order issued earlier today. In light of that order, Unity College is maintaining our current practices and making the following further adjustments, effective March 25, 2020:

- All in-person campus visits by prospective students are suspended until further notice.
- All nonessential vendor or sales visits to campus are suspended until further notice.
- The residence halls will be closed until further notice. Students may schedule the retrieval of their belongings once the governor's executive order is lifted. Dean Phinney will be coordinating with students on an ongoing basis.
- Employees who are eligible and able to work remotely are strongly encouraged to work with their supervisors to develop a remote work plan.
- **Employees who have already been approved to work remotely are strongly encouraged to do so.**
- Essential employees and employees whose position requires them to be present on campus must follow social distancing guidelines, specifically ensuring that they stay at least six feet apart during meetings and other interactions.

- All employees should also regularly wash their hands, sanitize their workstations, and limit personal contact to the greatest extent possible.
- If in-person meetings are required, they must be hosted in rooms that can accommodate appropriate social distancing and include a remote participation option.
- **Even employees who are approved to work remotely should do their part to observe social distancing guidelines and protect public health at all times.**

I understand that some employees may not be able to work from home and may be concerned with being present on campus. If this is the case for you, please work with your supervisor and Human Resources to explore your options.

As we work together through these unprecedented times, it is important to balance our social responsibility with our obligation to serve our students. I am confident that we will be able to do both. If we move forward with understanding, compassion and decisions based in facts, Unity College will emerge from these present challenges stronger than ever.

I leave you with one of my favorite quotes from the author Vivian Greene: “Life isn’t about waiting for the storm to pass. It’s about learning how to dance in the rain.” It is our time at Unity College to dance in the rain.

In Unity,

**Dr. Melik Peter Khoury**  
President, Unity College