

March 12, 2020

Dear Linfield community,

As the novel coronavirus (COVID-19) continues to spread and in response to Oregon policymaker guidance, we have decided to move to an online-learning model starting March 30 and lasting until at least April 10.

These are extraordinary times, and it is critical that we take steps to support and protect one another. Just as importantly, we need to take steps to protect friends or loved ones who may be in high-risk categories or are immunocompromised.

We are closely monitoring the local circumstances surrounding the outbreak and want to assure you that ***no Linfield employees or students are reported to have COVID-19.***

However, as many of you know, there are a growing number of educational institutions moving to online instruction. Today, the Oregon Higher Education Coordinating Commission issued new recommendations to colleges and universities, which we intend to follow.

Additionally, Governor Brown today announced new social-distancing policies and restrictions on large gatherings. In the interest of proactively protecting our community, we are taking the following efforts at Linfield to help contain the virus:

Effective Monday, March 16 through March 20:

- Students on the McMinnville campus will start spring break a week early.
- Due to specialized accreditation Nursing (NURS) classes will be delivered during the week of March 16. Check your daily email messages from Nursing regarding theory and clinical classes.
- Current online courses (OCE, RN-BSN, etc.) will continue to follow their current schedules including the week of March 16. Please contact your faculty if you have any specific questions.
- Linfield faculty and staff will use these days to transition to online instruction, and ensure continuity of critical services and operations.
- Our campuses will remain open.
- Residence halls will remain open for students who choose to stay.
- Dillin Dining Hall will be open with modified hours and limited meal service.

Effective Monday, March 23 through Friday, March 27:

- Spring break as normal.
- Our campuses will remain open.
- Residence halls will be open for students who choose to stay.

- Dillin Dining Hall will be open with modified hours and limited meal service.

Effective Monday, March 30 through at least Friday, April 10:

- There will be no face-to-face class sessions on either campus unless mandated for specialized accreditation.
- All other instruction will be conducted online.

Throughout this time, all faculty, staff and student employees will continue to be paid wages earned.

We understand these measures will cause significant disruption and inconvenience to the Linfield community, but we are acting to preserve the health and safety of everyone. We also are firmly committed to supporting Linfield's educational mission and the success of our students.

Students:

Our faculty and staff are working with purpose to help you continue on your degree path. Thank you for your patience while faculty determine next steps in this transition. They will be communicating more information in the coming days. Please review this [message from Vice President Susan Hopp](#)

In addition:

- Portions of the library will remain open to students needing space to study or access to technology. Additional cleaning precautions and distancing between study stations will be implemented to mitigate risks.
- Students living in campus housing will receive separate communication from Residence Life and housing.
- If you feel ill with a fever, cough and/or shortness of breath, please call your medical provider or Student Health Services for further guidance.

Faculty:

We know this is a challenge in the middle of the semester. We are committed to helping you in this transition and ensuring you have the right tools to be successful. Academic Affairs is coordinating additional resources and communications to assist you. Please review this [message from Provost Susan Agre-Kippenhan](#).

In addition:

- Training and tutorials are available to help faculty transition to a virtual-instruction model that adheres to accessibility standards.

- Faculty should work with their department chairs to evaluate any essential technology needs and/or other special accommodations that are required.

Staff:

We know you are working diligently across every department and appreciate the hard work you are doing during these difficult times. For more guidance, please read this [message from Mary Ann Rodriguez, Vice President of Finance and Administration](#).

Group gatherings and events: Following the Governor's orders, all events exceeding 250 participants and scheduled to occur before April 8 are cancelled.

Travel: Any travel not related to admission is non-essential and is therefore not allowed.

Athletics: The Northwest Conference has cancelled all spring sports, therefore all athletic events are cancelled.

We know how difficult this moment is in our history – this is not how we expected Spring 2020 to unfold. However, we are a resilient and caring campus. We deeply appreciate the work of so many faculty, staff and students who are rising to the challenge to keep our community safe and healthy, and our students on the path to success.

We will continue to share timely updates and post information on [the Linfield COVID-19 Update web page](#). General questions can continue to be directed to covid19@linfield.edu.

Be well and be blessed; wash your hands!

Miles K. Davis, president