

March 8, 2020 - Message to faculty and staff

This message is to advise all employees of actions initiated by the university in response to the current coronavirus (COVID-19) outbreak.

A university-wide response team has been formed to address the various precautions, potential actions and planning steps that need to be completed to provide as safe an environment as possible for students, employees and visitors. Routine updates regarding advisable precautions, status of the outbreak in Pennsylvania and our region in particular, and actions taken by the university will be provided as we work together to ensure the health and safety of the campus communities. All members of the President's Executive Council are on the response team. As a result, if you have specific concerns regarding your area of responsibility, concerns from employees reporting to you or your own concerns, you should contact your immediate supervisor or the Office of Human Resources to have the concern addressed.

Attached is a [document that provides universal precautions](#) for everyone to follow to limit the potential of any virus being spread, COVID-19 or any other. Please note, of particular importance for employees, if you are sick please do not attempt to come to or to stay at work. Employees who are sick or feeling ill should take the precaution of remaining at home and getting rest to speed recovery from any illness.

As of this evening, we are aware that there are at least 5 suspected cases of COVID-19 in Pennsylvania. The university and the response team will continue to monitor the status of cases in Pennsylvania and act accordingly.

University custodial staff have been directed to increase the frequency that door handles, restroom faucet handles, paper towel dispensers and similar devices are wiped down with disinfectant. The university has an ample supply of disinfectants to support custodial staff efforts. We are attempting to increase/obtain a supply of disinfectant wipes and/or hand sanitizers to be provided for employee use in work areas. Unfortunately, suppliers are experiencing a high demand for such products; the wait time is extended and the amount of product available to purchasers is being rationed. We will, however, continue efforts to obtain additional products as they become available.

The health and safety of all members of the Clarion University community are paramount in our efforts to address the current situation. Again, should you have questions, suggestions or concerns regarding this, please direct them to your immediate supervisor or Human Resources to ensure those concerns can be reviewed and addressed by the response team.

Finally, the university has established an information link on our website.