

To: [All_emcc]
Subject: Update for the Week of March 23
Date: Sunday, March 22, 2020 1:05:54 PM
Attachments: [Student Guide.pdf](#)

Dear Faculty, Staff, and Students:

East Mississippi Community College continues to monitor information associated with the coronavirus shared by the Mississippi State Department of Health, the Centers for Disease Control, and other institutions from across the region. We are making every effort to be proactive in reducing the spread of the coronavirus to our campus and to the communities we serve. Amidst rapidly changing circumstances, we remain committed to providing every possible opportunity for our students to complete the current semester.

We encourage our faculty, staff, students, and members of our community to continuously monitor our website, <http://www.eastms.edu/coronavirus/index.html>, social media, college emails, canvas, and text message alerts for updates and additional information.

- **All EMCC offices/buildings will be closed to the general public until further notice.** For the week of March 23, employees will be notified by their supervisor whether or not they will be reporting to campus, working from home, or be on paid administrative leave for that week. Precautions and safe distancing accommodations will be made for on-site employees to maintain a safe environment. In addition to limiting the number of buildings in use, we have taken steps to limit the number of entrance and exit points onto campus and in/out of each building.
- All current and prospective students are encouraged to complete routine business by phone, email, or virtual meeting. **We have created a designated COVID-19 Hotline to help route student inquiries appropriately given our limited staff. Please call 662.243.1780** for all inquiries related to COVID-19 contingency planning, assistance with accessing online instruction, etc.
- **All face-to-face instruction will be suspended until April 17, 2020** per current guidance from Governor Reeves. All courses will be moved to an online format beginning March 23, 2020. For career-technical programs that have a significant lab-based component, your faculty member will be communicating with you through Canvas until face-to-face instruction is able to resume.
- **All students with a mobile device are encouraged to download the Canvas Student app on their device**, which allows students to access their courses from their cellular devices. For detailed instructions on how to download the Canvas Student app, please visit <https://community.canvaslms.com/docs/DOC-4048>. We have also attached a student guide to help those who are new to online learning.
- **We have installed a variety of wireless access points in the parking lots of Stennis Hall on the Scooba Campus, the northeast parking lot on the Mayhew campus, and the Lion Hills Center in Columbus.** Students are welcome to drive to campus to utilize this free internet service. Please note students will not be permitted to get out of their vehicles.
- Students who do not have access to appropriate technology to complete their online studies are encouraged to complete this [Technology Request Form](#) to request a loaner device. **We have a limited number of laptops that students may check out for the remainder of the semester.** These devices will be allocated on a first come, first serve basis.

We recognize that these are extraordinary circumstances and we remain committed to working with our students in any way possible. Please don't hesitate to alert your instructor to any limitations you may be having with regards to access and technology. If you are new to the online environment and are nervous about making the transition, reach out to our staff and let us support you. During times of uncertainty, mental health and self-care are vitally important. If you are struggling and would like to speak to someone, please call our COVID-19 hotline and press 4 to be connected with a counselor.

Thank you again for your continued patience. We will get through this together!

Scott Alsobrooks, Ph.D.
President

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