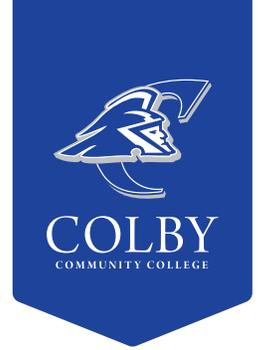


President's Office

1255 South Range, Colby, KS 67701

TEL: 785-460-5400 TOLL FREE: 888-634-9350

seth.carter@colbycc.edu
ColbyCC.edu



March 13, 2020

To the CCC Students, Faculty, Staff, and the Community:

While each college is allowed some autonomy to make individualized plans for educational delivery and continuity of operations, Colby Community College is committed to the underlying goal of safeguarding the health of those we serve. In striving to do so, we have also remained committed to our guiding principle that policies and decisions in response to COVID-19 should be informed by and aligned with local, state, and national medical authorities and public health experts.

With that in mind, Colby Community College has decided to **extend spring break through March 27, 2020**. During this time, faculty and staff will prepare to transition the majority of classes to an online format until further notice. All current, in-progress, online courses will continue as usual. Attendance for clinicals, labs, and technical programs will be addressed in their respective departments. This effectively means that after the conclusion of spring break, faculty and students should be prepared for the transition of all face-to-face classes to online delivery.

To limit exposure to the virus, the college swimming pool, the Steve Lampe Athletic Center, the campus gym, fitness lab, and the college farm will be closed until further notice. All non-campus activities using college facilities are also canceled until further notice. Instead of physically coming to campus, the public is encouraged to call or send an email if assistance is needed from college personnel. This includes external parties visiting campus. In an effort to maintain public safety, all college-related travel is restricted among employees. Additionally, employees are discouraged from personal travel.

All residence hall students are encouraged to make preparations to officially check-out of their respective rooms and not return during the period of online delivery. Access is restricted to all dorms until further notice. For current dorm residents unable to find housing accommodations off-campus, CCC will allow continued residence; however, movement within the community must be limited. Students who need access to their rooms must contact Jim Rorabaugh.

All CCC staff should report to work as usual March 16 unless otherwise directed by a supervisor. Faculty will return March 23 to work on the transition of classes to online. Employees are expected to continue working during this period, observing proper health protocols and with any necessary modifications approved by supervisors.

Colby Community College Athletics is following direction from the KJCCC and the NJCAA. A statement was released on March 12, 2020, canceling all regular-season competition for all teams, effective March 13 through April 1. CCC will monitor the direction of both entities and if events resume during the spring semester, we will determine the best course of action.

We understand that a lot of questions and concerns will arise with the decisions made, and we will continue to update progress as determined. CCC updates the webpage www.colbycc.edu/covid19 and encourages students, parents, and interested parties to utilize this page for the most up-to-date information.

The specific duration of the changes will largely depend on the circumstances surrounding the COVID-19 outbreak and, of course, the latest guidance and information from the Kansas Department of Health and Environment (KDHE) and other appropriate local, state, and national officials. We intend to re-evaluate this decision weekly.

Please know these decisions are being made with the safety and well-being of our constituents in mind.

Respectfully,

A handwritten signature in black ink that reads "Seth Macon Carter". The signature is written in a cursive style.

Dr. Seth Macon Carter
President