



HEALTH ALERT

NORTH CAROLINA A&T STATE UNIVERSITY

March 17, 2020

New Coronavirus Guidance for North Carolina A&T Students and Employees

North Carolina A&T leadership has made a series of new decisions to guide campus operations in response to the coronavirus pandemic. Please review them here and refer often to the A&T coronavirus site, www.ncat.edu/coronavirus, for additional information and resources.

STUDENTS

All students living in A&T housing, both on campus and off campus, are instructed to move out by Sunday, March 22. Those students who have no practical housing alternative may seek an exemption to this direction via the Office of Housing and Residence Life. [Click here](#) to review Housing's memorandum on moving out and how to apply for an exemption.

Labs and other remaining face-to-face classes have been transitioned to online formats. Faculty will be in communication with students for direction on how to participate in those courses. Courses that have already been or are being transitioned online will continue as scheduled.

No decisions have been made regarding refunds for housing and dining fees. Those decisions have been deferred until further notice to allow A&T and other universities to deal with immediate challenges in mitigating spread of coronavirus.

EMPLOYEES

Non-mandatory employees who have not been directed by their supervisor to report to work onsite are expected to telework, if feasible, given the nature of their position duties. Those employees must complete the Teleworking Agreement available on the A&T coronavirus website under Resources for Employees and Managers. While mandatory employees are still expected to report to work, special consideration for telework will be given to mandatory employees determined to be at high risk for contracting coronavirus, those who have underlying health conditions and those who are providing care to someone at high risk. If their work cannot be accomplished remotely, special coronavirus leave provisions apply. If you have questions regarding mandatory employee status, please speak with your supervisor; questions on special coronavirus leave provisions should be directed to Human Resources hr.benefits@ncat.edu.

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All employees (mandatory, non-mandatory, temporary and student employees) who are unable to telework will receive paid administrative leave if their position duties cannot be performed remotely and reasonable alternate remote work is not feasible or productive. All employees who cannot work because they have childcare or eldercare needs due to coronavirus-related facility closings will also receive paid administrative leave for the time they are unavailable.

All employees who are sick due to symptoms of a cold, flu or coronavirus or who are caring for a dependent with such symptoms will receive paid administrative leave. All other medically related absences will utilize regular forms of leave such as sick, vacation, and bonus leave or shared leave, if previously approved. Non-mandatory employees who were on other pre-approved leave, choose not to work, or are unavailable for reasons other than provided for in the special coronavirus provisions must use available and applicable leave types, e.g. vacation leave, parental leave, bonus leave or compensatory time. Please see the coronavirus website for the full Faculty and Staff Work and Leave Provisions guidelines.

Finally, all university travel, domestic and international, is suspended until further notice. And, all authorizations already previously given for university travel are now rescinded.

Should you have additional questions, please discuss them with your supervisor.

This email is an official communication from North Carolina Agricultural and Technical State University. If you have questions about the authenticity of an email message you have received, please contact the sender of the message or uncomm@ncat.edu.