



COLLEGE OF
MOUNT SAINT VINCENT

OFFICE OF THE PRESIDENT

To: Faculty, Administration, Staff and Students

From: Charles L. Flynn, President

Date: March 17, 2020

Subject: Update 6 regarding Coronavirus Disease, COVID-19

I know that you will want the distressing news that Fr. Chris Keenan, OFM, is hospitalized with pneumonia, although we are told likely not the Coronavirus. Your prayers, please.

New Federal, State, and City advisory bulletins and regulations regarding the Coronavirus are being released around the clock. We are monitoring these public health directives continuously and relying on them to inform our plans at the College.

Federal, State, and City directives prohibit group meetings until further notice. As planned, all lecture/recitation sections of classes will resume meeting online on Canvas beginning after the Spring break, in synchronous (real time) format, at their regularly scheduled meeting times. Our faculty continue to develop greater mastery of online instruction. Watch for emails from your faculty members. Faculty and students can access training and support resources on Canvas, and contact Computer Services if needed via email at helpdesk@mountsaintvincent.edu.

We now expect lecture/recitation sections to continue online till the end of the semester.

As noted in my earlier memos, practicum placement, clinical placements, laboratory classes, studio classes, and student teaching placements raise various, complex challenges. We continue to work with the New York State Department of Education to address these issues. As you would expect, most clinical sites will not currently allow students on site. Please be assured that we have the utmost concern for each of you. We will notify you of plans and options as soon as we can. It is likely that some students who have such requirements will need to extend the Spring semester beyond its scheduled end. We simply cannot yet know which of these students will and which will not need an extended semester. Everyone should prepare for that possibility. Similarly, we do not yet know whether an extended spring semester will require us to modify the schedule for summer session classes. We will let you know as soon as we can.

Students who are in student teaching placements this semester should contact Dr. Stephanie Squires, Director for Teacher Education (stephanie.squires@mountsaintvincent.edu) to provide an update on the status of their placements.

Students with credit bearing internships must individually coordinate with the Oxley Integrated Advising Office regarding your internship. If you have not yet done so, please promptly contact Oxley. (Oxlev@mountsaintvincent.edu)

Students who have compelling reasons to remain on campus can apply to do so at Special Housing Request. Following State directives, food service is take-out only.

We are still planning to hold Commencement ceremonies on Saturday, May 16th. Students who are scheduled to graduate upon completion of the Spring semester, and whose coursework must extend beyond the scheduled end of the semester, will be able to participate in the May Commencement exercises. More information regarding these arrangements will be forthcoming in May.

Several students have inquired regarding refunds of tuition, fees, room, and board. Regarding room and board, we will follow the process outlined in my previous update to you. Regarding tuition and fees: all lecture/recitation classes will continue to meet on Canvas, likely through the end of the semester. It may surprise you that the cost of offering online instruction is not less than the cost of offering coursework in seat. Over 63 percent of the College's operating costs are salaries, wages, and benefits. Most salaries, wages, and benefits are paid through tuition and fees. Your extraordinary faculty, advisors, and staff will continue to move heaven and earth to support your success. Their salaries depend upon students and their families continuing to pay their bills. Refunds of tuition and fees are not possible.

Our administrative offices remain operational, although many staff and administrators are working from home. Individual vice presidents and deans will work with people in their areas to ensure that essential College work continues.

Please continue to monitor your email for updates from your faculty members, advisors, and administrative offices. As circumstance evolve, so must our responses. Above all, the College will continue to maintain its work in serving its students and our community.

May I ask students please to share this memo with their parents or guardian.