MEMORANDUM

TO: ECU Community
FROM: Interim Chancellor Ron Mitchelson
DATE: March 6, 2020
SUBJ: Coronavirus Update

As you are aware, COVID-19, also known as the coronavirus, continues to spread globally, throughout the United States including North Carolina and is likely to continue to spread through communities.

As of March 3, ECU prohibited University-sponsored travel, including previously approved travel, to countries with Centers for Disease Control and Prevention Level 3 designations. Expanding this prior guidance, the University now prohibits University-sponsored travel to countries with a CDC Level 2 designation or Level 3 or Level 4 designations by the State Department. ECU will not pay for or reimburse travel to these areas. ECU strongly requests that students, faculty and staff returning from areas with these designations self-quarantine for 14 days before returning to campus. Travel notices are being updated frequently and should be monitored.

Faculty, staff and students are asked to evaluate University-sponsored non-essential domestic travel, including travel to conferences, meetings or other events. When possible, consideration should be given to alternate means of convening, including videoconferencing or telephone calls.

The University is also strongly encouraging people to evaluate personal travel where a state of emergency has been declared or to areas with active community transmission. If you travel to an affected area, you may be asked to do a 14-day self-quarantine off-campus upon return. Taking this step is part of acting as responsible members of the community.

The situation is changing rapidly; we encourage exercising precautions to prevent the spread of viral illnesses, including but not limited to:

- Wash hands regularly with warm water using soap, for at least 20 seconds.
- Don’t share food and beverages with others.
- Cover your cough/sneeze with a tissue or your elbow.
- Avoid touching your face, eyes, nose and mouth.
- Practice social distancing – maintain distances of 3-7 feet from others when possible.
- Say no to the handshake – choose fist bumps or non-contact greetings.
- Avoid contact with sick persons.
- Clean commonly used surfaces and objects.

Regarding Telework: In the event an employee feels the need to telework, the employee should contact their supervisor/manager regarding the availability of telework arrangements.

Students, remember that communication is important. If you are sick, communicate early with your professors about the illness. For those with the flu, you can use the “Flu Self Reporting Form” on ECU Pirate Port. If you feel the need to self-quarantine, you should contact your instructors to update them and contact the Dean of Students office.

ECU wishes all students, faculty, and staff a safe and healthy Spring Break!