



# Office of the President

NORTHERN ARIZONA UNIVERSITY

March 16, 2020

Dear colleagues,

A week from today, NAU will begin providing classes online. Given the rapidly changing environment around COVID-19, we now anticipate remaining in an online education delivery mode for the remainder of the spring semester.

We are focused on delivering a high-quality online education to ensure our students will successfully complete the semester. **We urge you to communicate with your students as soon as possible about your specific class information.**

The NAU mountain campus will remain open and operational, and NAU employees will continue to perform their job duties. This includes university housing, computer labs, food service, Campus Health Services, research labs, and all other units across the university.

NAU Human Resources is nearing completion of protocols and FAQs about working, including telework protocols, in this fluid situation. Staff will be contacted by their supervisors to outline details that will be important to their departments.

NAU is working closely with our community college partners and local officials regarding statewide campus operations. Any changes in operational status will be communicated directly to faculty, staff, and students at these locations.

Following guidelines from the Centers for Disease Control and Prevention (CDC), we have and will continue to postpone, cancel, or make virtual campus and public events. To our graduating seniors and graduate students: We are evaluating options for celebrating your achievements and will soon share plans for commencement.

The following information pertinent to online learning is available to faculty:

- Information Technology Services, the Teaching & Learning Center, and NAU Online have launched an information site to help faculty add basic content and activities to BbLearn along with recommendations for communication with students: <https://in.nau.edu/its/covid19-preparation/>

- Daily drop-in sessions are available face-to-face and online to help faculty with BbLearn and Collaborate: <https://in.nau.edu/its/blackboard-learn-training>

- ITS Support is available should you need assistance with BbLearn, Collaborate, or other technologies: <https://in.nau.edu/its/help/>

I know there are a lot of questions during this unprecedented time, and I can assure you that we are working through these as quickly as possible and will continue to provide updates as the situation changes.

Updates will continue to be posted via NAU's COVID-19 webpage: [nau.edu/coronavirus](http://nau.edu/coronavirus). The Office of the President will continue to send regular communications as the situation changes.

We are working to keep our campus safe, including extensive cleaning of gathering areas and residence halls and implementing protocols to ensure the safe delivery of food in partnership with our provider, Sodexo. We encourage you to do your part by following these general safety precautions:

- Continue to be vigilant and take precautions to prevent the spread of viral illness: wash your hands frequently and thoroughly, cough and sneeze into a tissue and throw it away immediately; refrain from touching your face.

- If you are sick with a respiratory illness (cough, sneeze, breathing problems, etc.), stay home, avoid other people, and contact your health care provider if needed. All of the above precautions are of utmost importance to keep our campus community safe.

- Anyone with concerns about their health or symptoms they are experiencing are urged to call their health care provider or NAU Campus Health at (928) 523-2131. Coconino County Health and Human Services (CCHHS) has also established a hotline at (928) 679-7300.

- Regular updates can be found at the [CCHHS coronavirus website](#) as well as [NAU's coronavirus website](#). For general concerns or inquiries, email [covidinfo@nau.edu](mailto:covidinfo@nau.edu).

Thank you for your patience and cooperation. While there still are no confirmed cases of COVID-19 at NAU, or in Flagstaff or Coconino County, we continue to take this situation seriously and ask that you do so as well for your safety and that of others in our community.

Sincerely,



**Rita Hartung Cheng**  
President