March 9, 2020

Dear Members of the Williamson Community,

Like all of you, I am concerned about the presence of the Coronavirus (COVID-19) worldwide and its potential effect on students, families, employees, and community members. I wanted to share the latest information we have and some decisions the college is now making in an effort to help safeguard our students and the college community.

There has not been a case of COVID-19 at Williamson, although the Pennsylvania Department of Health has confirmed, as of this afternoon, seven presumptive positive cases of COVID-19 in the state. While our immediate risk remains low, the situation continues to rapidly evolve. The college takes very seriously the responsibility to make prudent choices for the wellbeing of our community. A cross-college team continues to meet regularly to share information, assess current efforts to protect our community, and lastly develop, and if necessary, implement a variety of contingency plans. The college will continue to regularly update the community through messages and on our website about what we know and our plans.

Consistent with guidance from the Centers for Disease Control and Prevention (CDC), and the Pennsylvania Department of Health, we have decided to enact the following restrictions and guidelines on University-related travel in order to help to mitigate our community’s risk of exposure to the virus:

**International Travel**

- College-related travel to countries where the CDC has enacted level 3, or the State Department has enacted levels 3 or 4 is now restricted. We strongly recommend students, employees, and their families to avoid unnecessary international travel at this time.
- If you travel or have recently traveled to one of these countries, we expect you to follow CDC guidance about self-isolation: stay home for a period of 14 days upon your return and seek medical attention if you experience fever, coughs, or difficulty breathing.

**Domestic Travel**

- The administration is evaluating college-related domestic travel on a case-by-case basis. With Spring Break and summer vacation approaching, we strongly encourage all students and employees to remain current on the latest notices from the CDC and state health departments.
College Sponsored Events

Given the unique nature of an all residential campus, the college must assume an overly cautious position in safeguarding its students. As such, the college is assessing all sponsored events on a case-by-case basis. We will continue to monitor this issue carefully, relying on guidance from the CDC and Pennsylvania Department of Health. Given this, we will be making event modifications throughout the remaining school year to mitigate against the risk of exposure and transmission of the virus. While we appreciate that this may result in some frustration, we ask for your patience and understanding during this period of uncertainty.

This is a challenging period for our college community and nation as we respond to COVID-19 and the uncertainty surrounding it. The college continues to monitor this evolving situation and will communicate with you regularly as conditions change. I am thankful to all of you for your understanding and flexibility in committing to the wellbeing of our community. I remain confident in our ability to navigate this difficult and uncertain period together.

For more information, please consult our website, as we will be updating it regularly.

Sincerely,

[Signature]

Michael J. Rounds, P.E.
President