



March 11, 2020

Good Evening Students, Faculty, and Staff,

We are continuing to monitor the evolving situation regarding the Coronavirus (COVID-19). As of this evening, there are now **14** presumptive positive and **2** confirmed cases (total of 16 cases) in Pennsylvania as reported by the [State Department of Health](#). While our immediate risk as assessed by the State Department of Health and the CDC remains **low**, the situation continues to rapidly evolve. In addition to State and Federal agencies, we are also in coordination with other colleges in the local area.

A cross-college team continues to meet regularly to share information, assess current efforts to protect our community, and lastly 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. **We HIGHLY ENCOURAGE all Faculty, Staff, and Students to check our WEBSITE (Williamson.edu), not Blackbaud, often as this will contain the latest COVID-19 information.**

As the situation continues to evolve, the college has and will be enacting policies to mitigate against the risk of exposure and transmission of the virus.

Please review the attached letter from President Rounds, released on Monday (available on the website and attached in the email).

We will continue to monitor and assess our college response to the evolving situation. **Please continue to check our website often for the latest notice.**

If you have any questions, please do not hesitate to contact administration.

Thank you again for your support and cooperation,

Sincerely,

Todd Zachary, Ed.D.
Senior Vice President/Chief of Staff
Williamson College of the Trades