



# JOHN R. PORTER

OFFICE *of the* PRESIDENT



Dear Students, Faculty, and Staff,

In a very short time, we have all had to come to grips with the unprecedented global health crisis caused by the COVID-19 pandemic and its implications for virtually every aspect of our lives. I believe we all feel the same kinds of anxieties and fears as this virus spreads and our institutions work to combat it.

Our top priority is keeping our students, faculty, and staff safe, continuing to provide a Lindenwood education, and fulfilling Lindenwood's mission of service to the broader community.

Here is an overview of the most recent information:

- Due to the evolving situation, it is now clear that **all spring term courses must be completed in a virtual format. In-person courses will not resume this spring.** Spring terms include Spring Semester (SP SEM), Spring Quarter (SP QTR), and Spring Trimester (SP TRI). Class instructors will provide guidance for students in each course. For more information, please contact Academic Services at [academicaffairs@lindenwood.edu](mailto:academicaffairs@lindenwood.edu) or your instructor for course-specific questions. More information is located at [www.lindenwood.edu/coronavirus](http://www.lindenwood.edu/coronavirus) in the “Academics” section.
- **On-campus housing:** The most prudent course of action is for all students to vacate campus housing in order to reduce campus

population density and slow the spread of the virus. **Students must move out of their on-campus residences by 6 p.m. on Sunday, March 22.** Food service will end after brunch on March 22. Students with specific questions about the move-out process should consult the housing section of [www.lindenwood.edu/coronavirus](http://www.lindenwood.edu/coronavirus) or email [reslife@lindenwood.edu](mailto:reslife@lindenwood.edu). After March 22, no external visitors will be allowed on campus.

- **On-campus dining:** Until students vacate housing, it is critically important that they observe social distancing guidelines. Students should remain more than six feet apart from others whenever possible and avoid large groups. This means that students may not dine together in groups on campus. Groups of students will be disbanded and sent back to individual residences in order to protect their health, the health of staff on campus, and the health of the larger community.
- **Housing and dining refunds:** We know there are many questions about refunds for unused dining plans and for the time students won't spend in the residence halls. **We are currently refining our refund policy and will distribute the information soon.**
- **University Travel: All university travel has been suspended for students, faculty, and staff** to remove risk factors for contracting and spreading COVID-19. This includes **study abroad, academic conferences, and any other university-sponsored travel.** Short-term study abroad trips scheduled to take place in May have been canceled; instructors will work to create alternative assignments for students so they may still receive course credit. No decisions have been made regarding study abroad programs or travel occurring after May 2020.
- **Athletics:** In accordance with decisions by the NCAA and the GLVC conference, winter and spring athletic competition and practices have been canceled for NCAA and Student Life Sports programs.
- **Lindenwood faculty and staff**, in order to keep one another safe, are to self-isolate and contact their medical providers if they begin to experience flu-like symptoms and to report any such symptoms to Human Resources at [aprice@lindenwood.edu](mailto:aprice@lindenwood.edu) or [cterry@lindenwood.edu](mailto:cterry@lindenwood.edu). Lindenwood's leadership is currently reviewing all faculty and staff positions to determine which positions may work remotely and which are needed on campus. Vice presidents will communicate revised work assignments to employees in their areas as soon as their review is complete. As students will no longer be on campus, all student employee positions will end, effective March 22.
- **Commencement: No decisions have been made regarding spring commencement ceremonies.** Our current priority is to make the

appropriate adjustments to our instructional delivery and campus housing to safeguard our campus community and allow our students to continue to take classes.

Throughout this evolving process, we have worked closely with public health officials to take the most appropriate actions for the Lindenwood community. For comprehensive information about Lindenwood's efforts, as well as tips and best practices, visit [www.lindenwood.edu/coronavirus](http://www.lindenwood.edu/coronavirus).

Take care of your community by taking care of yourself: wash your hands often, avoid crowds and large gatherings, and observe social distancing wherever possible. Take care of your mental health and seek out support if you need it.

Embedded in Lindenwood's mission and values is a commitment to the community. We will do whatever is necessary to honor that commitment. I am proud of everyone as we continue work together to slow the spread of the virus.

Sincerely,



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**JOHN R. PORTER**  
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