



To: All NSHE Presidents

Fr: Thom Reilly, Chancellor

Dt: March 11, 2020

Re: Memorandum Guidance on COVID-19

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As we continue to ensure that your campuses and NSHE System Administration are following the recommendations of health officials regarding the best practices to maintain the ongoing health and well-being of all students, faculty, and employees within the NSHE community, I am writing this memorandum to provide an update and guidance on systemwide preparations and responses to COVID-19.

#### Campus Closures

Currently, no immediate systemwide closure of campuses or cancellation of courses in response to COVID-19 are being directed at this time. Whether an event or group meeting outside of the classroom should be held on your campus will remain a matter within your discretion to determine.

#### Transition to Remote Instruction

This is, however, a dynamic and evolving situation with new information being provided daily. I request all institutions to continue your planning and be prepared to transition all in-person courses to remote instruction no later than April 3. While making preparations for remote instruction, please develop contingencies for students who may not own or have access to a personal computer or other technologies. If and when systemwide transition to remote instruction becomes necessary, I will provide additional communication and guidance.

Additionally, I recognize each institution may have unique circumstances to their campus and may require an accelerated timeline and more immediate action. If that need arises, transition to remote instruction may occur sooner on an institution basis.

#### Vulnerable NSHE Employees

NSHE employees who consider themselves members of the [defined vulnerable population](#) for COVID-19 as set forth by the Center for Disease Control (CDC) guidelines are advised to consult with their supervisors and human resource department on available work accommodations.

#### Ongoing Communication

NSHE System Administration will continue working collaboratively with the Office of Governor Sisolak and all county, state, and federal health officials regarding COVID-19. The health and wellbeing of Nevada's public higher education community continues to be our utmost priority in this developing situation. We are encouraging our campus communities to keep perspective, demonstrate empathy, and show respect.

We will continue to monitor the situation closely and are encouraging everyone to follow the guidelines and advisories issued by the [Centers for Disease Control \(CDC\)](#) and [state authorities](#).