

March 2020 COVID-19 Updates from the EGSC Office of the President

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University System of Georgia Directive

March 12, 2020

The University System of Georgia has directed the following:

“Effective Monday, March 16, 2020, all University System of Georgia institutions will temporarily suspend instruction for two weeks to allow time for USG institutions to test their business continuity plans and online instruction modules and for state officials to continue to assess the current situation regarding coronavirus (COVID-19) in Georgia.

Students who are currently on spring break are strongly encouraged not to return to campus. Students on campus are asked to depart campus by close of business Friday, March 13, 2020, and to remain away from campus until March 29, 2020. At this time, students are not being asked to move out of their dorms for the remainder of the semester.”

As directed by the University System, EGSC is temporarily suspending instruction for two weeks beginning on March 16, 2020. We will monitor the situation closely and keep you updated as new and more detailed information becomes available. Please check this webpage regularly for updates.

COVID-19 Message from Dr. Boehmer

March 13, 2020

Yesterday, at about 3:30 pm, all UGA presidents were notified of the following by the University System of Georgia: “Effective Monday, March 16, 2020, all University System of Georgia institutions will temporarily suspend instruction for two weeks to allow time for USG institutions to test their business continuity plans and online instruction modules and for state officials to continue to assess the current situation regarding coronavirus (COVID-19) in Georgia.”

EGSC, as directed by the USG, immediately announced temporary suspension of instruction for two weeks, effective Monday, March 16, 2020. EGSC has not closed any of its three campuses. We are working intensely to develop a plan which will encourage teleworking by as many EGSC employees as possible beginning Monday, March 16, 2020. Our campuses remain open and a core of employees will continue working on campus to keep the campuses running.

As indicated in the above directive from the USG, the next two weeks will require intense work and dedication by all of us to do what the USG has directed: assure that we are fully prepared to offer all of our courses fully online for a continued period of time following this two week suspension of instruction should that be necessary; and assure that our business continuity plan enables us to continue operating during any continued suspension of instruction.

This means that many of you will be doing this work remotely and some of you will be doing this work on campus over the next two weeks. However, all of us will need to contribute to assure that we are prepared for the period following this temporary suspension of instruction. I thank each and every one of you in advance for the hard work and dedication which the next two weeks will require.

As soon as possible, each of your supervisors will be reaching out to you with instructions about what needs to be done over the next two weeks; and whether that work will be done remotely or on campus.

COVID-19 Situation

March 15, 2020

As you know well, East Georgia State College has temporarily suspended instruction for two weeks beginning on Monday, 3/16/2020. **Although instruction is suspended, the college is not closed.** The college has created a Task Force which will be meeting regularly and closely monitoring the COVID-19 situation during this two-week period.

This COVID-19 situation has and will continue to be a fluid situation. The directives we receive from national, state, USG and local authorities will likely change from time to time as the situation changes. It is extremely important that each of us maintain regular and direct contact with our supervisors during this period to assure that we are up-to-date as the situation evolves.

- During this two-week period, I encourage you to regularly visit the college's [webpage about COVID-19](#) to stay up-to-date.

- Many faculty and staff will be teleworking, and those necessary to maintain service and safety will be on campus working. As this situation evolves, it may be necessary to make modifications to teleworking and on-campus assignments. Again, please stay in direct daily contact with your immediate supervisor so that changes can be made as needed.

During this two-week period, our two major goals will be (1) to prepare all of our courses for wholly online instruction so that we will be prepared should it become necessary to offer all courses online for an extended period of time following this two-week suspension; and (2) to further develop and test the college's Business Continuity Plan so that we will be able to continue to offer services to faculty, staff and students at an appropriate level during any continued period of interruption of normal operations. I know that everyone in our college community is committed to the intense hard work which will be necessary to accomplish these goals over the next two weeks. Your work and dedication are deeply appreciated.

Use the Travel Registry

As you know, the college established a [Travel Registry](#) to assist us in protecting our college community. **You are Encouraged to Use the Travel Registry.**

Mandatory Registration

Registration is required if you have recently traveled or plan to travel to any of the Level 3 destinations before the beginning of fall semester 2020.

Voluntary Registration

EGSC also encourages you to voluntarily register any domestic or international travel plans (from now until the beginning of fall semester) as you make those plans. This voluntary registration will enable the college to understand and evaluate risks as the situation develops. In short, knowing your travel plans will

enable EGSC to better communicate with you about risks and precautionary measures and to protect our college community.

All Non-essential Travel Is Suspended

During this two-week period of suspension of instruction, all non-essential college travel is suspended. Even if your travel was approved prior to this period, please re-submit any request for travel to your immediate supervisor before traveling if you believe it is essential. That request must be approved by your immediate supervisor, the Vice President for Business Affairs and the President before you travel.

Preparing All Courses for Delivery in Online Format

As indicated above, one of our major goals during this two-week period of suspension of instruction is to prepare all courses for delivery in wholly online format so that we will be prepared for the possibility that implementation of that plan becomes necessary at the end of the two-week period. EGSC's academic leadership will be working closely with faculty and staff during the next two weeks to assure that we are ready to do this if necessary. Additional resources include:

- The distance learning team at the USG has created a [Keep Teaching Resource Webpage](#) designed to provide faculty with helpful resources and contacts to prepare for a transition to online instruction.
- USG eCampus has produced an online training course for USG faculty called Guide to Teaching Online in D2L. They will share with any institution that requests it. It is a condensed triage-style training that focuses on the basics of online access, communication, quizzes, and assignment submissions. There will be a companion training for students as well as a basic D2L LMS template that faculty can use. If interested, please email Amy Austin, Director of USG eCampus Online Faculty Development, at amy@ecampus.usg.edu.

You are Encouraged to Conduct All Meetings Electronically, Not Face-to-Face

Please strongly consider the use of Skype, Zoom or conference bridge numbers to conduct all meetings. This includes meetings with as few as two EGSC employees. If you need assistance in setting up these meetings, please submit a work request to our IT department. Please understand that they will have an even heavier workload than usual during this extraordinary period. They stand ready to help you, but your patience is important in getting all of us through this together.

Please practice social distancing

You are strongly encouraged to help make our campuses "hand-shake" free zones and to maintain the practice of maintaining an appropriate distance between individuals in all face-to-face encounters. Also, please take full advantage of the disinfectant supplies made available to your unit and the hand sanitizer stations located around our campuses.

Responding to Requests from Media Sources for Information

It is possible that you will receive requests for interviews from media sources about things like the two-week suspension of instruction, cancellation of college events and external events on campus and teleworking. Please be certain to contact the Office of Institutional Advancement for advice before responding. It is very important that the public and all members of our college community receive clear and consistent information about this situation. Following this practice will help us accomplish that.

Beware of Scams and Misinformation

Please see the email message which was sent by our Chief Security Officer on 3/13/2020. As he points out, as the COVID-19 outbreak continues to evolve, some bad actors are using this situation as an opportunity to harm others. As stated in his email,

- “Obtain information from trusted sources. Some web sites are providing misinformation and serving malicious software. Refer to the World Health Organization (WHO) (<https://www.who.int>), Centers for Disease Control (CDC) (<https://www.cdc.gov>) and the Georgia Department of Public Health (<https://dph.georgia.gov/>) for official information on COVID-19.
- Check email addresses and links. Inspect web links by hovering your mouse pointer over the URL to see where it leads. Review the sender’s email address.
- Beware of online requests for personal information. A COVID-19 themed email requesting personal information like your Social Security number or login information is a phishing scam. Never respond to these emails.
- Watch for spelling and grammatical mistakes. If an email includes spelling, punctuation or grammar errors, it is possible this is a phishing email.
- Look for generic greetings. Phishing emails are likely to use greetings like “Dear sir or madam.” These usually signal an email is not legitimate.
- Avoid COVID-19 themed emails requiring an immediate response. Phishing emails often create a sense of urgency. Stop-Think-Act.
- Report suspicious email. Contact the EGSC helpdesk at abuse@ega.edu (478-289-2004) if you receive suspicious email. Alternatively, you can contact me directly at awoods@ega.edu.”

Information about Events on Campus During this Two-week Period

Virtually all public events scheduled on our campuses during this two-week suspension have been postponed or cancelled. This includes games scheduled for our Bobcat baseball and softball teams. Our Event Planning Office has already reached out to event organizers about cancellation or rescheduling. If you have any questions about an event which you scheduled or plan to attend, please contact our college’s Director of Event Planning at abwilliams@ega.edu.

Reporting Any Information You May Receive About Individuals Who May Have Been Exposed to COVID-19 or Who Exhibit Symptoms of COVID-19

Please see the information below in the guidance from the USG for employees under the headings: “What Should I do if I am Sick?” “What do I do if I have symptoms of

COVID-19?” “What should I do if I am exposed but do not show any symptoms?” and “What if I have been exposed and am showing symptoms?”

The college is required to report known cases of COVID-19 to the Georgia Department of Public Health. Accordingly, if you do become aware of any information of this type, please let your immediate supervisor know immediately. The immediate supervisor should then promptly make the President’s Office aware. If for any reason you cannot contact your immediate supervisor, please call the President’s Office immediately. Also, please remember that exposure to COVID-19, infection or the perception by others that you may have or have been infected is a stressful event for the individual and those close to them. Please assure that you treat any information you may receive about suspected or actual exposure with the highest level of confidentiality possible under the circumstances and with compassion for the individual involved.

Information for Employees from the University System of Georgia

In addition to the above information, the USG has provided the following guidance for employees (as of 3/13/2020).

“What can I do to protect myself?”

The most important responsibility we each have is to practice prevention. Prevention is paramount.

Please take appropriate measures such as:

- Wash hands regularly.
- Avoid touching your eyes, nose, and mouth.
- Cover coughs and sneezes with tissues.
- Avoid close contact with people who are sick.
- Be responsible and courteous to others and stay home if you are sick. If you are experiencing symptoms, contact your health provider.
- Respect personal space when greeting others and during conversations.
- Be mindful of those in high-risk populations such as those with underlying health conditions and the elderly.

We take very seriously the responsibility to make prudent choices for the well-being of the USG community. The Governor has issued a directive to reduce the number of employees on-site at any one time and prioritize teleworking and flexible scheduling.

What action is the University System taking to protect students, faculty and staff from COVID-19?

We continue to monitor COVID-19 and to take safety actions as warranted. We are operating in conjunction with our local, state and national health agencies to include regular updates with the World Health Organization (WHO), the Centers for Disease Control and Prevention (CDC), and the Georgia Department of Public Health (DPH).

Each college and university president has established a task force composed of leaders from across campus who are working to continually assess the

institution's readiness plans and execute protocols related to medical health and safety, business continuity, emergency preparedness and travel.

What should I do if I am sick?

Employees should not come to work when they are sick. Employees should stay home and use appropriate leave. If an employee appears to be exhibiting symptoms associated with coronavirus while at work, a manager should excuse the employee from work and advise them to seek care from a healthcare provider. Regular benefits-eligible employees have leave available to them to cover absences. Employees should follow standard request and approval procedures. The employee will be expected to use appropriate leave to cover the time away and may be expected to provide a release from a healthcare provider to return to work.

What do I do if I have symptoms of COVID-19?

Symptoms of COVID-19 include fever, cough and shortness of breath; you should contact your primary care physician or institution health center, if applicable for students.

What if I have been exposed but am not showing any symptoms?

Employees who believe they have been directly exposed to COVID-19, but are not showing symptoms, should self-quarantine consistent with DPH and CDC guidelines. Employees must contact their supervisor if they are unable to come to work or need to make a telework arrangement. Employees should contact their healthcare provider if they become sick and remain home.

What if I have been exposed and am showing symptoms?

Employees who believe they have been directly exposed to COVID-19 and are showing symptoms should seek care from a healthcare provider and may be required to self-quarantine. During this time, employees should not come to work and should inform their manager. Managers have the discretion to determine if an employee's duties and responsibilities can reasonably be performed from an employee's home location, and, when they can, the manager may elect to offer the employee the option to telework.

Will FMLA cover me if I become ill with the COVID-19?

It depends...

If you are eligible for FMLA and you have tested positive for COVID-19, then yes FMLA will be available to you.

If employees have only been **exposed** to the virus, FMLA is not applicable. However, they may still need to be quarantined, and applicable non-FMLA leave (to include sick leave) could be an option subject to standard request and approval procedures.

Will FMLA cover me if an immediate member of my family contracts COVID-19?

Yes, FMLA allows an eligible employee to take FMLA leave if either the employee or an immediate family member, defined as spouse, child or parent, contracts the virus.

Can a manager consider telework or flex schedules for employees?

Employees should consult with their supervisors about teleworking and flexible schedule options. Supervisors have increased flexibility to approve telework and flexible schedules in order to comply with the Governor's directive to reduce the number of employees on-site at any given time. Authorized managers can waive the requirement to complete the usual telework agreement and may use email to confirm approval to telework.

What guidance is available for home quarantine and isolation?

The CDC has guidance on this topic found at the website: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/>.

If my job involves travel and I'm concerned about potential risks, what should I do? What if I am a manager of an employee who is scheduled to travel for work?

All non-essential business travel is suspended in order to comply with the Governor's directive. Managers have the authority to rescind prior travel approval. Required in-person meetings should be transitioned to an electronic format or rescheduled. USG official travel to a CDC Level 3 or higher country is not authorized and will not be reimbursed.

Will I be reimbursed for travel if my meeting is cancelled?

Employees should explore all options to obtain refunds or credits for cancelled or rescheduled conferences and business meetings. Employees will be reimbursed for expenses that cannot be refunded due to COVID-19 assuming the travel was properly authorized consistent with travel regulations.

What if I am planning personal travel or have traveled out of the state or country?

Employees should use their best judgment regarding travel plans to destinations other than CDC Level 3 or higher locations. Anyone planning to travel, either domestically or internationally, is encouraged to stay up-to-date with current travel alerts from the CDC.

Currently, CDC recommends travelers should avoid nonessential travel to any country at a Warning Level 3 or higher. Employees who have traveled to or plan to travel to CDC Level 3 or higher locations must not return to any USG campus or facility for 14 days following their return. In addition, employees returning from a Level 3 or higher country are required to self-quarantine in accordance with the DPH and CDC guidelines."

I extend to each one of you my personal thanks and appreciation for all you are doing to keep our college community safe and to continue a high-quality learning environment in the face of this world-wide situation. Your efforts make a big difference. Thank you.

Each of you is very important to us. Please be safe.

Message to EGSC Students

March 16, 2020

Dear EGSC students,

Please see the announcement below which was made this afternoon by the University System of Georgia.

Students, other than those granted specific permission by EGSC Housing to remain on campus during Spring Break and the week following, are directed not to return to campus until you receive written permission to do so.

East Georgia State College will work with each student directly about a specific time and place when you may return to campus to collect any personal belongings.

EGSC Department of Housing will contact all students who requested and were granted permission to remain in Bobcat Villas during Spring Break and the week following, to inform them about their housing status.

Thank you in advance for your complete cooperation with this important directive which is intended to protect all citizens of Georgia.

- Bob Boehmer, President

Media Statement by University System of Georgia:

The University System of Georgia (USG) has decided that all 26 institutions will move to online instruction for all courses for the remainder of the semester with extremely limited exceptions. This action comes following last week's decision to suspend instruction for two weeks to ensure business and instructional continuity, and to allow further state assessment of COVID-19.

Students are not allowed to return to campus until they receive permission from their institution, which will be forthcoming soon.

Additionally, residence halls will be closed, with minimal exceptions for students unable to return home, or who cannot find housing elsewhere. Students will receive specific instructions from campus leaders regarding when they will be allowed to return to campus to retrieve their belongings from residence halls. Students must follow those instructions. For those students who are unable to depart campus, we will make every effort to accommodate these students.

USG will be providing guidance to campuses on refunds for housing, dining, and other services. Students should wait for their campus to contact them.

Institutions will remain open, with minimal staff physically on-site, to ensure continuity of certain services.

In the end, we want to ensure that our faculty, staff and students are safe; that we do our part to help stem the spread of the coronavirus in Georgia; and that we fulfill our mission to graduate our students even in the face of these challenging times.

Message to EGSC Faculty/Staff

March 23, 2020

During these unprecedented times, I deeply appreciate the professional and compassionate manner in which all of you are coming together (although virtually) to continue to carry out our mission. You are the best and you are deeply appreciated.

I am writing today to encourage all of you to keep these key strategies in mind:

- **Stay away from campus** unless you are one of the small number of faculty and staff specifically authorized by your supervisor as necessary to maintain a minimal level of operations on campus.
- **Stay positive.** Together, we will emerge stronger soon.
- **Stay in touch** by regularly checking your EGSC email account.
- **Be patient** with other members of our community as we all strive to respond to the continually changing conditions and directives from the USG and federal, state and local authorities. The situation is fluid and it is going to stay that way for some time.
- **Stay in daily electronic contact with individual students.** Completing this semester is going to be a struggle for many students as they adapt to a wholly online environment. Your guidance and mentorship will be the key factor in their success. Your personal connection with these students will be the single most important factor in determining whether they come back after this semester.
- **Stay in daily electronic contact with individual colleagues and small groups of colleagues.** Everyone will be coping with loneliness and isolation and this will ease the struggle.
- **Accept the reality of daily change.** As conditions change, we will receive almost daily directives from the USG about small details and big policy issues. Sometimes, directives given to us earlier will change. The situation they are managing is changing daily and they are working 24/7 to respond. As the situation changes, we too will adapt.
- **Watch carefully for scams by e-mail and other electronic means. If in doubt, don't click. Report immediately to our Chief Information Security Officer.**
- **Be safe.** Each of you is very important to EGSC.

All classes will resume in a wholly online format on Monday, March 30, 2020. BSN and FESA classes will resume on Monday, March 23, 2020.

Spring graduation and Honors Night will not be held. This is, of course, a huge disappointment for our students, their families and supporters and all of us. For many of our students, their graduation is the first ever in their family. Rest assured, that we are already planning for an appropriate method to recognize the academic achievements of our students. I will keep you updated as those plans develop.

More Detailed Updates Appear Below (this will be updated and sent to you at least once per week)

As you are well aware, The University System of Georgia (USG) has decided all 26

institutions will move to online instruction for all courses for the remainder of the spring semester with extremely limited exceptions. **This instruction will commence at EGSC on Monday, March 30, 2020** (with the exception of nursing and FESA which will continue on-line instruction beginning today). This action comes following last week's decision to suspend instruction for two weeks to ensure business and instructional continuity, and to allow further state assessment of COVID-19.

Everything is subject to change. The situation is fluid and change will occur rapidly. Everyone is advised to check this webpage frequently.

Critical Points to note:

- **Instruction will be wholly online** for the duration of Spring Semester.
- **No decision has been made at this time about Maymester, Summer Semester or later.**
- Everyone should be **intensely preparing this week to deliver all classes wholly online and to ensure business continuity**. Please see the [Resources for Rapid Conversion Guide from EGSC IT and Distance Learning](#).
- **None of our campuses are closed.** Access, however is strictly limited to employees who have been designated to work on campus on certain days/times and to students granted specific permission (see below). **Please be respectful to the police officers charged with limiting access to our campuses.** They are enforcing this limited access to keep us healthy and safe.
- **On-campus operations have been reduced to a minimum.** Only the personnel necessary to maintain on campus operations who have been specifically authorized by their supervisor have access to the campus buildings. There is limited access to all 3 campuses.
- Ingress and egress to campus for authorized entrants is limited one location per campus. Only the main entrance on Lambs Bridge road is open to the Swainsboro campus. Police officers are stationed at main entrance of Swainsboro campus and at the front door at EGSC Statesboro. Most outdoor areas are open for individual (not group) use (walking trails, disc golf course). **Users will need to park near the main entrance and not on campus.** EGSC Augusta buildings are locked.
- When communicating with your colleagues, **use individual emails or text, small group emails or texts, phone calls, conference phone calls, Zoom, Skype or other methods of personal electronic communication. Everyone's inbox is flooded with emails.** Avoid "reply all" except when really needed. Avoid email blasts to large groups when individualized communication is more appropriate.
- **Students are not allowed to return to campus until they receive specific, individual permission from EGSC.** Any such permission must be approved by the college president. Additionally, residence halls will be closed, with minimal exceptions for students who meet certain criteria. EGSC Housing has worked very hard to develop a detailed plan giving permission to Bobcat Villas residents to return to campus on a staggered basis (assigned specific time slots). Students may not simply drop in to check out. Information is currently

being collected from students who are requesting a housing extension for extenuating circumstances. An extension is not guaranteed and will only be granted for reasons of housing insecurity and employment reasons.

- **A “move-out” plan from Bobcat Villas (approved by USG) has been initiated.** This plan is being implemented. Phase 1 was completed Sunday, March 22. There will be a minimal number of students in residence hall. Existing students returning to pick up belongings and check out will be implemented strictly in accordance with plan submitted to USG over a staggered time period of March 25-29. Students received their appointment times via email on 03/20/20.
- **Housing students are not authorized to return to campus outside of their communicated time slot for move out.** No changes of time slot are permitted. Students who cannot come during their time slot should contact housing to set up a special move out time once the official move out period has ended. No early move out requests will be approved.
- The Bobcat Villas Shopping Shuttle will run from 5pm-8pm on Sundays only until further notice.
- The Student Health Center will remain open to serve students who will continue to reside in the residence halls Monday-Thursday from 1-5 PM. Other students may contact the Student Health Center if needed during those hours by calling 478-289-2182.
- Student meals will be delivered to the Bobcat Villas Clubhouse.
- The Bobcat Bridge will open upon request. Please submit requests to housing@ega.edu so that an open time can be arranged.
- All EGSC conduct policies, with the exception of the visitation policy, will function as normal. No students or guests other than those approved a special housing extension will be permitted in the Bobcat Villas until further notice.
- Faculty, Staff and Students are reminded to complete the [travel registry](#).
- The Telework Agreement will need to be acknowledged by staff who are teleworking.
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The library and the ACE (all three locations) are closed. More information on available services may be found [here](#).
- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC’s dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- The bookstore is closed. The EGSC Bookstore will be available online only. Free shipping has been extended on all online orders placed through their website. <https://www.bkstr.com/egscstore/home>

- Per the guidance of the NJCAA and the GCAA, all spring athletic games and practices are cancelled.
- **No face to face meetings will be held.** All meetings will be via telephone, Zoom or Skype or other electronic means. Everyone is strongly encouraged to observe appropriate social distancing including being handshake-free and hug-free and 6-foot distancing.
- Our Spring commencement exercise and Honors Night are cancelled. Planning is already underway to creatively celebrate our students' accomplishments.
- Study Abroad Programs have been cancelled.
- The College Board and ACT have suspended all upcoming ACT and SAT testing dates indefinitely.
- The Athletic Banquet has been cancelled.
- The Student Leadership Program Retreat has been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.
- Dual Enrollment instruction is suspended on the same basis as all other instruction. It will commence on March 30, 2020 in an online format.
- You are reminded that when communicating with external groups to first run message/response by IA before sending.
- What to do if you or someone else exhibits symptoms of COVID-19? See email from Dr. Boehmer dated 3/15/20 and USG guidance.
- See the following concerning [Bookstore rental return procedure](#)
- Be especially mindful of potential email scams and phishing attempts. Follow the guidelines established by EGSC IT and do not open or respond to anything that is out of the ordinary or that you have concern about. Specifically,
 - **Obtain information from trusted sources.** Some web sites are providing misinformation and serving malicious software. Refer to the World Health Organization (WHO) (<https://www.who.int>), Centers for Disease Control (CDC) (<https://www.cdc.gov>) and the Georgia Department of Public Health (<https://dph.georgia.gov/>) for official information on COVID-19.
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 - **Look for generic greetings.** Phishing emails are likely to use greetings like "Dear sir or madam." These usually signal an email is not legitimate.
 - **Avoid COVID-19 themed emails requiring an immediate response.** Phishing emails often create a sense of urgency. **Stop-Think-Act.**
 - **Is the email from an external source? Look for the banner at the top of the email: ALERT: This email originated from an external source.** Please use proper judgment before opening attachments, clicking links, replying, or

providing information.

- **Report suspicious email prior to clicking any links or attachments.** Contact the EGSC helpdesk at abuse@ega.edu(478-289-2004) if you receive suspicious email. Alternatively, you can contact me directly at awoods@ega.edu.

We take very seriously the responsibility to make prudent and well-informed choices for the well-being of our campus communities and the public. We continue to prepare for all scenarios in this rapidly evolving situation. All USG institutions have plans to ensure academic continuity as operations are impacted. We will continue to work with USG leaders in collaboration with state officials and the Georgia Department of Public Health to act on the most up-to-date guidance available.

Ultimately, we want to ensure our faculty, staff and students are safe; that we do our part to help stem the spread of the coronavirus in Georgia; and we fulfill our mission to graduate our students even in the face of these challenging times.

You will be receiving updates at least weekly with new information.

Most importantly, thank you for all you are doing to respond to this unprecedented situation. I am deeply proud of the response our college community and each of you.

Please be safe.

Message to EGSC Students

March 23, 2020

Dear Students,

During these unprecedented times, I first want you to know how important you are to the faculty and staff of the college. I want to encourage you all to Be patient with other members of our community as we all strive to respond to the continually changing conditions and directives from the USG and federal, state and local authorities. The situation is fluid and it is going to stay that way for some time. I am writing today to encourage all of you to keep these key strategies in mind: Some of these points may be mentioned more than once. That indicates the importance of making sure they are understood.

- **Stay positive.** Together, we will emerge stronger soon.
- **Stay in touch** by regularly checking your EGSC email account.
- **Accept the reality of daily change.** As conditions change, we will likely receive almost daily directives from the University System of Georgia about small details and big policy issues. Sometimes, directives given to us earlier will change. The situation the USG is managing is changing daily and they are working 24/7 to respond. As the situation changes, we too will adapt.
- **Watch carefully for scams by e-mail and other electronic means. If in doubt, don't click. Report immediately to our [Chief Information Security Officer](#).**
- **Be safe.** Each of you is very important to EGSC.
- **Be adaptable.** The switch to wholly online classes will, I know, be a huge change for many of you. Your faculty is working tirelessly to get ready for this

new environment. Please be open to the changes that will be necessary for all of us to adapt to this new environment.

All classes will resume in a wholly online format on Monday, March 30, 2020. BSN and FESA classes will resume on Monday, March 23, 2020.

Spring graduation and Honors Night will not be held. This is, of course, a huge disappointment for those of you who will earn your degrees at the end of spring, your families and supporters and all of us. We want to celebrate your achievements. We know that, for many of you, your graduation is the first ever in your family. Rest assured, that we are already planning for an appropriate method to recognize your academic achievements. I will keep you updated as those plans develop.

More Detailed Updates Appear Below (this will be updated and sent to you at least once per week)

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Everything is subject to change. The situation is fluid and change will occur rapidly. Everyone is advised to check the website frequently – [here](#).

Critical Points to note:

- **Instruction will be wholly online** for the duration of Spring Semester.
- **No decision has been made at this time about Maymester, Summer Semester** or later.
- **None of our campuses are closed. Access, however is strictly limited** to employees who have been designated to work on campus on certain days/times and to students granted specific permission (see below). **Please be respectful to the police officers charged with limiting access to our campuses.** They are enforcing this limited access to keep us healthy and safe.
- **On-campus operations have been reduced to a minimum.** Only the personnel necessary to maintain on campus operations who have been specifically authorized by their supervisor have access to the campus buildings. There is limited access to all 3 campuses.
- **Ingress and egress to campus for authorized entrants is limited to one location per campus.** Only the main entrance on Lambs Bridge road is open to the Swainsboro campus. Police officers are stationed at main entrance of Swainsboro campus and at the front door at EGSC Statesboro. Most outdoor areas are open for individual (not group) use (walking trails, disc golf course). **Users will need to park near the main entrance and not on campus.** EGSC Augusta buildings are locked.
- **Students are not allowed to return to campus until they receive specific, individual permission from EGSC.** Any such permission must be approved by

the college president. Additionally, residence halls will be closed, with minimal exceptions for students who meet certain criteria. EGSC Housing has worked very hard to develop a detailed plan giving permission to Bobcat Villas residents to return to campus on a staggered basis (assigned specific time slots). Students may not simply drop in to check out. Information is currently being collected from students who are requesting a housing extension for extenuating circumstances. An extension is not guaranteed and will only be granted for reasons of housing insecurity and employment reasons.

- **A “move-out” plan from Bobcat Villas (approved by USG) has been initiated.** Plan is being implemented. Phase 1 will be complete Sunday, March 22. There will be a minimal number of students in residence hall. Existing students returning to pick up belongings and check out will be implemented strictly in accordance with plan submitted to USG over a staggered time period of March 25-29. Students received their appointment times via email on 03/20/20.
- **Housing students are not authorized to return to campus outside of their communicated time slot for move out.** No changes of time slot are permitted. Students who cannot come during their time slot should contact housing to set up a special move out time once the official move out period has ended. No early move out requests will be approved. students may schedule a special move out appointment during the week of March 30 – April 3rd if they have a conflict and cannot attend during their scheduled appointment time.
- The Bobcat Villas Shopping Shuttle will run from 5pm-8pm on Sundays only until further notice.
- The Student Health Center will remain open to serve students who will continue to reside in the residence halls on Monday-Thursday from 1-5 PM. Swainsboro students not living on campus may call the clinic during those hours at 478-289-2182.
- Student meals will be delivered to the Bobcat Villas Clubhouse.
- The Bobcat Bridge will open upon request. Please submit requests to housing@ega.edu so that an open time can be arranged.
- All EGSC conduct policies, with the exception of the visitation policy, will function as normal. No students or guests other than those approved a special housing extension will be permitted in the Bobcat Villas until further notice.
- Faculty, Staff and Students are reminded to complete the [travel registry](#).
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The library and the ACE (all three locations) are closed. More information on available services may be found [here](#).

- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC's dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- The bookstore is closed. The EGSC Bookstore will be available online only. Free shipping has been extended on all online orders placed through their website. <https://www.bkstr.com/egscstore/home>
- Per the guidance of the NJCAA and the GCAA, all spring athletic games and practices are cancelled.
- Our Spring commencement exercise and Honors Night are cancelled. Planning is already underway to creatively celebrate our students' accomplishments.
- Study Abroad Programs have been cancelled.
- College Board has suspended all SAT testing dates indefinitely.
- The Athletic Banquet has been cancelled.
- The Student Leadership Program Retreat has been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.
- Dual Enrollment instruction is suspended on the same basis as all other instruction It will commence on March 30, 2020 in an online format.
- See the following concerning [Bookstore rental return procedure](#)

We take very seriously the responsibility to make prudent and well-informed choices for the well-being of our campus communities and the public. We continue to prepare for all scenarios in this rapidly evolving situation. All USG institutions have plans to ensure academic continuity as operations are impacted. We will continue to work with USG leaders in collaboration with state officials and the Georgia Department of Public Health to act on the most up-to-date guidance available.

Ultimately, we want to ensure our faculty, staff and students are safe; that we do our part to help stem the spread of the coronavirus in Georgia; and we fulfill our mission to graduate our students even in the face of these challenging times. You will be receiving updates at least weekly with new information.

Most importantly, thank you for all you are doing to respond to this unprecedented situation. I am deeply proud of the response of our college community and each of you.

Please be safe.

A letter from the EGSC President

March 24, 2020

Dear Friends and Supporters of East Georgia State College:

Each and every one of you is important to us. During these unprecedented times, we know you expect to be well-informed about the steps the University System of Georgia and East Georgia State College are taking to protect our treasured students and community. Accordingly, I will be sending you an update each week during this critical

period.

First, please accept the sincere thanks of East Georgia State College for all you have done for the college over the years. You are appreciated! Please know that the college is doing everything possible to manage this situation and protect students, faculty, staff and the community. Together, we are going to get through this.

Updates:

The University System of Georgia (USG) has decided all 26 USG institutions will move to online instruction for all courses for the remainder of the spring semester with extremely limited exceptions. This instruction will commence at EGSC on Monday, March 30, 2020 (with the exception of nursing and FESA, which resumed online instruction Monday, March 23). This action comes following last week's decision to suspend instruction for two weeks to ensure business and instructional continuity, and to allow further state assessment of COVID-19.

Everything is subject to change. The situation is fluid and any changes may occur rapidly. Everyone is advised to check the [EGSC COVID-19 website](#) frequently.

Points to note:

Accept the reality of daily change. As conditions change, we will likely receive almost daily directives from the USG about small details and big policy issues. Sometimes, directives given to us earlier will change. The situation the USG is managing is changing daily and they are working 24/7 to respond. As the situation changes, we too will adapt.

Watch carefully for scams by e-mail and other electronic means. If in doubt, don't click.

Spring commencement and Honors Night will not be held. This is, of course, a huge disappointment for our students, their families and supporters, and all of us. For many of our students, their graduation is the first ever in their family. Rest assured, that we are already planning for an appropriate method to recognize the academic achievements of our students. I will keep you updated as those plans develop.

- Instruction will be wholly online for the duration of Spring Semester.
- No decision has been made at this time about Maymester, Summer Semester or later.
- Our campuses remain open. However, access is strictly limited to employees who have been designated to work on campus on certain days/times and to students granted specific permission. Please be respectful to the police officers

charged with limiting access to our campuses. They are enforcing this limited access to keep us healthy and safe.

- On-campus operations have been reduced to a minimum. Only the personnel necessary to maintain on campus operations who have been specifically authorized by their supervisor have access to the campus buildings. There is limited access to all 3 campuses.
- Ingress and egress to campus for authorized entrants is limited to one location per campus. Only the main entrance on Lambs Bridge road is open to the Swainsboro campus. Police officers are stationed at main entrance of Swainsboro campus and at the front door at EGSC Statesboro. Most outdoor areas are open for individual (not group) use (walking trails, disc golf course). Users will need to park near the main entrance and not on campus. EGSC Augusta buildings are locked.
- Students are not allowed to return to campus until they receive specific, individual permission from EGSC. Any such permission must be approved by the college president. Additionally, residence halls will be closed, with minimal exceptions for students who meet certain criteria. EGSC Housing has worked very hard to develop a detailed plan giving permission to Bobcat Villas residents to return to campus on a staggered basis (assigned specific time slots). Students may not simply “drop in” to check out. Information is currently being collected from students who are requesting a housing extension for extenuating circumstances. An extension is not guaranteed and will only be granted for reasons of housing insecurity and employment reasons. Students must not return to campus if sick. They can make arrangements for others to pick up items on their behalf or request a future move-out time once they are well.
- A “move-out” plan from Bobcat Villas (approved by USG) has been initiated. The plan is being implemented. Phase 1 was completed Sunday, March 22. There will be a minimal number of students in residence halls. Existing students will return to pick up their belongings and check out over a staggered time period between March 25-29, in accordance with the plan submitted to USG. Students received their appointment times via email on 03/20/20.
- Housing students are not authorized to return to campus outside of their communicated time slot for move out. No changes of time slot are permitted. Students who cannot come during their time slot should contact housing to set up a special move out time once the official move out period has ended. No early move out requests will be approved. Contact Angela Storck, Director of Housing, at 478-289-2172.

- The Bobcat Villas Shopping Shuttle will run from 5pm-8pm on Sundays only until further notice.
- The Student Health Center will remain open to serve students who will continue to reside in the residence halls on Monday-Thursday from 1-5 PM. Swainsboro students not living on campus may call the clinic during those hours at 478-289-2182.
- Student meals will be delivered to the Bobcat Villas Clubhouse.
- All EGSC conduct policies, with the exception of the visitation policy, will function as normal. No students or guests other than those approved a special housing extension will be permitted in the Bobcat Villas until further notice.
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC's dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- The bookstore is closed. The EGSC Bookstore will be available online only. Free shipping has been extended on all online orders placed through their website. <https://www.bkstr.com/egscstore/home>
- Per the guidance of the NJCAA and the GCAA, all spring athletic games and practices are cancelled.
- No face-to-face meetings will be held. All meetings will be via telephone, Zoom or Skype or other electronic means. Everyone is strongly encouraged to observe appropriate social distancing including being handshake-free and hug-free and 6-foot distancing.
- Our Spring commencement exercise and Honors Night are cancelled. Planning is already underway to creatively celebrate our students' accomplishments.

- Study Abroad Programs have been cancelled.
- The Athletic Banquet has been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.
- Dual Enrollment instruction is suspended on the same basis as all other instruction. It will commence on March 30, 2020 in an online format.

We take very seriously the responsibility to make prudent and well-informed choices for the well-being of our campus communities and the public. We continue to prepare for all scenarios in this rapidly evolving situation. All USG institutions have plans to ensure academic continuity as operations are impacted. We will continue to work with USG leaders in collaboration with state officials and the Georgia Department of Public Health to act on the most up-to-date guidance available.

Ultimately, we want to ensure our faculty, staff and students and communities are safe; that we do our part to help stem the spread of the coronavirus in Georgia; and we fulfill our mission to graduate our students even in the face of these challenging times.

Most importantly, thank you for all you are doing to respond to this unprecedented situation.

Please be safe.

Bob Boehmer,
President

Release to EGSC Students - Refund Information

March 27, 2020

Dear East Georgia State College Students:

My previous letters during the COVID-19 situation have told you about the University System of Georgia's (USG) directive to move to wholly on-line instruction for the rest of spring semester. East Georgia State College has now received approval from the USG to implement a student refund plan for Spring Semester 2020. This letter outlines that plan.

Refunds of Student Fees (All 3 campuses are included as described below):

East Georgia State College will implement a prorated refund of various student fees

for spring semester 2020 as outlined below for the campus designated as your home campus.

Our goal is to disburse refunds by April 16, 2020. We will communicate with you directly if there are any delays in this process.

The refund calculation date is March 16, 2020. This refund plan was completed in coordination with the USG.

Fees Refunding	Swainsboro Campus	Statesboro Campus	Augusta Campus
EGSC Activity Fee	\$ 14.52	\$ -	\$ -
EGSC Parking Fee	\$ 6.60	\$ -	\$ -
EGSC Transportation Fee	\$ -	\$ 33.00	\$ -
GS University Fee	\$ -	\$ 38.67	\$ -
AU University Fee	\$ -	\$ -	\$ 55.86
Total by Campus Location	\$ 21.12	\$ 71.67	\$ 55.86

*Students who did not pay the above fees because of the fee structure for the program in which they are enrolled (nursing students and students in the Fire and Emergency Services Administration program) will not receive a refund.

Refunds of Swainsboro Campus Housing and Dining:

- A prorated portion of housing rent charges will be refunded based on the March 16, 2020 refund calculation date.
- You will receive a pro-rata refund of the unused portion of your meal plan based on a March 16, 2020 refund calculation date. The exact amount of your refund will depend upon the specific meal plan which you purchased.
- Unused flex dollars will be refunded. The unused portion of any commuter meal plans and all other declining balance meal plans will be refunded.
- Students who were granted an exception to remain in the residence halls during the remaining part of spring semester 2020 will not be refunded their housing rent or base meal plan.

Additional information about refunds:

EGSC - Statesboro students who purchase a meal plan from Georgia Southern University should contact Georgia Southern University with any questions.

Refunds of these fees will mirror students' normal refund process via BankMobile Refund Selection. You must make a BankMobile Refund Selection.

Please see the following link on [how to make your Refund Selection](#)

Fees, other than those described above, have been carefully studied and vetted with the USG and deemed to be essential to the continuity of instruction and business operations.

Any outstanding balances owed to East Georgia State College (e.g., parking fines, lockout fines) will be deducted from your refund.

Students will not receive refunds of fees paid by any need-based scholarship. However, the scholarship reversal will not exceed the refund amount and will not create

a balance due from the student. Please note that the deadline has passed for a student to withdraw without academic penalty from the Spring 2020 full-term.

Students who have registered for the Spring 2020 Mini-Session II term can withdraw without academic penalty through March 26, 2020 (Augusta Campus) and through April 7, 2020 (Swainsboro/Statesboro Campuses).

Refunds for Mini-Session II withdrawals will be processed under normal refunding guidelines.

We understand that these uncertain times have left you with many questions. Please rest assured that we are working diligently to provide answers as fast as possible.

Please reach out via email to accounts@ega.edu with any questions or concerns you have.

Sincerely,

Robert G. Boehmer

President

East Georgia State College

Release to EGSC Students

March 29, 2020

Dear EGSC Students,

EGSC's devoted faculty and staff miss seeing you on campus. During the last two weeks, they have prepared intensely for the **beginning of wholly online classes on Monday, March 30, 2020**. I encourage you to login right now to [GeorgiaView D2L Brightspace](#) so that you are ready to go Monday morning.

At this time of year, Joyce Boehmer and I would normally be getting ready to have groups of students over to our home for taco dinners, smores, Klondike bars and conversation. Even though we are not going to be able to be with you personally, it is important to Joyce and me that you understand how much each of you means to us. **Completing this semester successfully and registering for your next semester are critical to your success.** So, please be patient and flexible to adjust to this new online environment and we will get through it together and we will all be better for it.

For the safety and well-being of all, we may be more physically separated right now than ever before. But one thing holds true: As East Georgia State College, we stand together, always. We are nearly 50 years strong, and we will navigate these difficult times together. No matter where you are right now, please know that our heartfelt concern is for every member of our Bobcat community. I sincerely appreciate everything you are all doing to meet these challenging times.

As you are aware, we have extended remote instruction for students and remote work for many of our faculty and staff through the end of this spring semester. In addition, all campus events are canceled or postponed for this time period, including

commencement, honors night, athletic events and many other traditions that have helped to build our legacy. We will come through this and come out stronger than before.

I want to share some updates and resources that you will find helpful.

- Your On-line Classes Begin Monday, March 30, 2020
- EGSC Has a COVID-19 Website to Keep You Updated
- EGSC Has Adopted a Student Fee Refund Plan
- Here is More Important Information

Your On-line Classes Begin Monday, March 30, 2020

You will begin your new way of taking classes today, Monday, March 30. Be patient with yourselves and the system. It won't be long before it all comes naturally to you.

Keep Learning USG was designed by the University System of Georgia to support you as you make the shift to virtual learning. The site is created to be easily accessed on a phone. The information will lead you step by step through best practices to succeed in a remote instructional environment.

https://www.usg.edu/keep_learning_usg

Our outstanding department sent you a message earlier about getting ready for your on-line classes. Here are some of the highlights:

- Remember **ALL** classes resume online-only this **Monday, March 30**, via GeorgiaView D2L Brightspace.
- **Before Monday, login to GeorgiaView D2L Brightspace** to view any course announcements/updates.
- <http://www.ega.edu/help/details/how-do-i-access-my-online-courses-or-troubleshoot-problems-using-gaview-d2l> – see <https://www.ega.edu/help>
- For quick access to your online courses via your cell phone, download the GeorgiaView Brightspace Pulse app to your [iPhone](#) or [Android](#) device.
- For quick access to your EGSC student email (CatMail) via your cell phone, download the Microsoft Outlook App.
- <http://www.ega.edu/help/details/im-a-new-student.-how-do-i-setup-email-on-my-phone>. see <https://www.ega.edu/help>

EGSC Has a COVID-19 Website to Keep You Updated

[This website](#) includes an abundance of information that will answer most of your questions.

EGSC Has Adopted a Student Fee Refund Plan

East Georgia State College has adopted the following student fee refund plan:

Refunds of Student Fees (All 3 campuses are included as described below):

East Georgia State College will implement a prorated refund of various student fees

for spring semester 2020 as outlined below for the campus designated as your home campus.

Our goal is to disburse refunds by April 16, 2020. We will communicate with you directly if there are any delays in this process.

The refund calculation date is March 16, 2020. This refund plan was completed in coordination with the USG.

Fees Refunding	Swainsboro Campus	Statesboro Campus	Augusta Campus
EGSC Activity Fee	\$ 14.52	\$ -	\$ -
EGSC Parking Fee	\$ 6.60	\$ -	\$ -
EGSC Transportation Fee	\$ -	\$ 33.00	\$ -
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Total by Campus Location	\$ 21.12	\$ 71.67	\$ 55.86

*Students who did not pay the above fees because of the fee structure for the program in which they are enrolled (nursing students and students in the Fire and Emergency Services Administration program) will not receive a refund.

Refunds of Swainsboro Campus Housing and Dining:

- A prorated portion of housing rent charges will be refunded based on the March 16, 2020 refund calculation date.
- You will receive a pro-rata refund of the unused portion of your meal plan based on a March 16, 2020 refund calculation date. The exact amount of your refund will depend upon the specific meal plan which you purchased.
- Unused flex dollars will be refunded. The unused portion of any commuter meal plans and all other declining balance meal plans will be refunded.
- Students who were granted an exception to remain in the residence halls during the remaining part of spring semester 2020 will not be refunded their housing rent or base meal plan.

Additional information about refunds:

EGSC - Statesboro students who purchase a meal plan from Georgia Southern University should contact Georgia Southern University with any questions.

Refunds of these fees will mirror students' normal refund process via BankMobile Refund Selection. You must make a BankMobile Refund Selection.

Please see the following link on [how to make your Refund Selection](#).

Fees, other than those described above, have been carefully studied and vetted with the USG and deemed to be essential to the continuity of instruction and business operations.

Any outstanding balances owed to East Georgia State College (e.g., parking fines, lockout fines) will be deducted from your refund.

Students will not receive refunds of fees paid by any need-based scholarship. However, the scholarship reversal will not exceed the refund amount and will not create a balance due from the student. Please note that the deadline has passed for a student to withdraw without academic penalty from the Spring 2020 full-term.

Students who have registered for the Spring 2020 Mini-Session II term can withdraw without academic penalty through March 26, 2020 (Augusta Campus) and through April 7, 2020 (Swainsboro/Statesboro Campuses).

Refunds for Mini-Session II withdrawals will be processed under normal refunding guidelines.

We understand that these uncertain times have left you with many questions. Please rest assured that we are working diligently to provide answers as fast as possible.

Please reach out via email to accounts@ega.edu with any questions or concerns you have.

Here is More Important Information

- Remember to complete the Travel Registry found [on the website](#)
- The Student Health Center will remain open to serve students who will continue to reside in the residence halls on Monday-Thursday from 1-5 PM. Swainsboro students not living on campus may call the clinic during those hours at 478-289-2182.
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester. No face-to-face meetings will be held. All meetings will be via telephone, Zoom or Skype or other electronic means.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC's dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- We are following the guidance of the NJCAA and the GCAA: all spring athletic games and practices are cancelled.
- Study Abroad Programs have been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.
- Please follow the links below to learn more about COVID-19 responses and offerings from the providers/resources listed (offerings subject to change):
 - [Federal Communications Commission "Keep Americans Connected Pledge"](#)
 - [Comcast COVID-19 Response](#)
 - [Charter Communications COVID-19 Response](#)

- [AT&T COVID-19 Response](#)
- [Verizon COVID-19 Response](#)
- [Sprint COVID-19 Response](#)
- [T-Mobile COVID-19 Response](#)
- [Pineland Connect2PinelandFree Program](#)
- [Northland Communications Response to COVID19](#)
- Another very useful website allows you to enter your zip code to determine internet options that are available in your area: www.broadbandnow.com
- o Message from EGSC's IT regarding Cybersecurity:
While we are all working through COVID-19 issues, threat actors and fraudsters are busy too. Don't let your guard down during this time!
- o Message from Representative Butch Parrish, Georgia General Assembly
To stay up to date on our state's response to COVID-19 and explore options for financial relief during these uncertain times check out the following:
 - <https://dph.georgia.gov/novelcoronavirus>
 - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
 - <https://dph.georgia.gov/covid-19-daily-status-report>
 - <https://gov.georgia.gov/press-releases>
 - <https://gov.georgia.gov/executive-action/executive-orders/2020-executive-orders>
 - <https://disasterloan.sba.gov/ela>
 - <https://dol.georgia.gov/blog/new-information-filing-unemployment-partial-claims-and-reemployment-services>
- It is also important to note that state and federal taxes will not be due until July 15, 2020. Stay safe and remain cautious!
- o Message from Lori Burns, EGSC's Director of Counseling to students:
I hope that each of you found a safe way to enjoy your Spring Break despite the serious impact that the Coronavirus Disease is imposing on the entire Nation.

As you already know, some very difficult decisions regarding the delivery of your education were made by the University System of Georgia in an effort to protect you during the next several months. Despite the recent change to wholly on-line instruction for the rest of the spring semester and strictly limited access to the East Georgia State College campuses, the Office of Counseling and Disability Services is here to help with this transition and any other needs that you may have. Due to recommendations from the Centers for Disease Control (CDC) to practice social distancing, our office has suspended all face to face counseling and disability services. We will work primarily in a remote capacity for the remainder of the Spring semester.

Please be mindful that it is not uncommon for people to notice changes in mental well-being during major disasters such the Coronavirus Pandemic. Increased worrying,

sadness, and fear are only a few of the symptoms that someone may experience. If there is a change in your mental well-being, it is very important that you cope in a manner that does not increase your stress level during a time that is already stressful. I can assure you that promoting student well-being and resilience will remain our focus.

If you would like to schedule an appointment to speak to a counselor, please contact us via email (lrburns@ega.edu or sroyals@ega.edu). We will be monitoring our email accounts during normal operating hours, Monday-Friday from 8am-5pm. For emergencies, call 911 or the Georgia Crisis and Access Line by dialing 1-800-715-4225.

Stay in touch and check catmail, texts and social media regularly. Stay in touch with your professors and instructors.

I realize these emails are lengthy and I applaud your diligence in paying attention to each word. Stay strong and stay resilient. We remain focused on the health and safety of those in our campus community and we will emerge from this crisis with renewed commitment. With every challenge, there is opportunity.

My sincere wishes for a great week as you embark on this new venture.

Stay safe, EGSC Bobcat Family!

Bob Boehmer

President

Release to Community

March 30, 2020

Dear Friends of East Georgia State College,

During these unprecedented times, the events of each day remind me repeatedly of the importance of East Georgia College to the region we serve and to our amazing students --- **and the importance of each one of you to our future**. Thank you for all you have done for the college and for your continuing support.

At this time of year, Joyce Boehmer and I would ordinarily be preparing furiously for things like Honors Night, Commencement, events at our home with students, faculty, staff, and alumni, baseball and softball games and graduation events for our student leadership and staff leadership development program. Sadly, the COVID-19 situation changes everything. Our focus instead is on assuring that residents in Bobcat Villas are moved out safely, that the conversion to wholly on-line classes for spring semester goes smoothly, that our business operations remain sound and that we are prepared for the eventual return to normal operations. As you do, we look forward to that day when we can share time with our Bobcat community face-to-face. We are confident that we will get there because so many people are focused like a laser on maintaining an excellent learning environment in the face of COVID-19 and preparing for the college's bright

future.

For the safety and well-being of all, we may be more physically separated right now than ever before. But one thing holds true: As East Georgia State College, we stand together, always. We are nearly 50 years strong, and we will navigate these difficult times together. No matter where you are right now, please know that our heartfelt concern is for every member of our Bobcat community. I sincerely appreciate everything you are all doing to meet these challenging times.

The college remains open for business with minimal staff and faculty on campus. **All classes will resume in a wholly on-line format on Monday, March 30, 2020.** Most of our employees are working remotely from home. Commencement in May and Student Honors Night in April have been cancelled. We are actively planning, however, for creative, alternative means to recognize student achievements. All spring graduates will, also, be encouraged to participate in the fall 2020 commencement.

There is only one entrance open at the Swainsboro and Statesboro campuses. The EGSC Police Department is only allowing authorized personnel to enter the campuses. No visitors to campus are allowed.

Other important information regarding changes includes:

- The process of moving out all residents of Bobcat Villas will be largely complete on Sunday, March 29, 2020. A few residents will move out in scheduled slots early during the days immediately following and a few with exceptional needs (such as food insecurity) will remain with us for the rest of spring semester 2020.
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester. No face-to-face meetings will be held. All meetings will be via telephone, Zoom or Skype or other electronic means.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC's dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- The guidance of the NJCAA and the GCAA is being followed: all spring athletic games and practices are cancelled.
- Study Abroad Programs have been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.

I know that right now, many of you have questions about what the college is doing to support students as we launch remote education, which will continue for the remainder of the semester. I encourage you to visit the [college's COVID website](#) regularly for

updated information on student services and support.

Here are a few of our efforts:

- **Remote learning**

The faculty and staff have worked tirelessly over the past two weeks to prepare for the transition to wholly online courses. There will be bumps in the road as instructors and students adapt to new methods of teaching and learning. Problems that may arise will be addressed by instructors with flexibility and fairness.

Resources for students are posted on the college's website, through regular text messages to students and social media.

If you would like to dig deeper and see the type of resources being made available to students, please visit the following

sites: https://www.usg.edu/keep_learning_usg

- **Keep Learning USG - Keep Learning USG**

(https://www.usg.edu/keep_learning_usg) is a site designed to support students as they make the shift to virtual learning. The site is deliberately created to be easily accessed on a phone, with copy in an informal student-friendly style. The information leads students step by step through best practices to succeed in a remote instructional environment. We know that many of you have also created similarly focused resources, and we have linked to many of those as additional resources guides.

<http://www.ega.edu/help/details/how-do-i-access-my-online-courses-or-troubleshoot-problems-using-gaview-d2l> – see <https://www.ega.edu/help>

- **Mental health and well-being**

In a time when students must distance themselves physically from each other, it's more important than ever that they keep in touch with their campus community in other ways. Our Student Affairs Division is working diligently to develop resources and keep communication open. The Counseling center has established an open online dialog with students to keep them informed of what is accessible to ensure their mental well-being.

- **The Student Health Center** will remain open to serve students who will continue to reside in the residence halls on Monday-Thursday from 1-5 PM. Swainsboro students not living on campus may call the clinic during those hours at 478-289-2182.

- **Refund Policy**

The fee refund policy has been established and is posted on [the COVID-19 webpage](#) for students.

- **Internet Service Provider Resources in Response to COVID-19:** Students have been provided with options for internet services. These are posted on the website.

- **Cybersecurity Issues for Everyone** - While we are all working through COVID-19 issues, threat actors and fraudsters are busy too. Don't let your guard down during this time! Be careful and if in doubt, don't click and don't open.
- **EGSC Coronavirus Relief Fund** – Many of you have asked how you can help. As you know, many of our students come from backgrounds that don't afford them all they need in the area of technology, resources and even basic necessities. We also have students that must remain on campus because they have no where else to go. Some are international students; some are from the foster system and some are homeless. To help these students and others as this transition takes place, your gift of any amount would be life changing. To give online, [click here](#), or www.ega.edu/donate, or text EGSCCovid19 to 41444 or send your check to EGSC, c/o Institutional Advancement COVID19 Relief Fund, 131 College Circle, Swainsboro, GA. 30401.

As we begin this next week, remember you are a valued and essential partner in the life and future of EGSC, and we are grateful for you. Thank you for all you are doing.

Please be safe!

Bob Boehmer

President

Release to EGSC Faculty/Staff

March 30, 2020

Dear EGSC Faculty and Staff,

I know that, during the last two weeks, all of you have prepared intensely for the **beginning of wholly online classes on Monday, March 30, 2020 and for maintenance of our core business operations once online classes begin.** Thank you!

As I have told our students, assuring that they complete this semester successfully and registering for the next semester of their academic journey are critical steps in their success. In addition, these same steps are critical to the future of our beloved college. All of this will require each of us to develop new ways of teaching, learning, working and communicating. So, please continue to be patient and flexible to adjust to this new online environment and we will get through it together and we will all be better for it.

For the safety and well-being of all, we may be more physically separated right now than ever before. But one thing holds true: As East Georgia State College, we stand together, always. We are nearly 50 years strong, and we will navigate these difficult times together. No matter where you are right now, please know that our heartfelt concern is for every member of our Bobcat community. I sincerely appreciate everything you are all doing to meet these challenging times.

As you are aware, we have extended remote instruction for students and remote work for many of our faculty and staff through the end of the semester. In addition, all campus events are canceled or postponed for this time period, including commencement, honors night, athletic events and many other traditions that have helped to build our legacy. We will come through this and come out stronger than before.

I want to share some updates and resources that you will find helpful.

- Wholly Online Instruction of All EGSC Courses Begins on Monday, March 30, 2020
- Move-Out of Almost All Students from BobCat Villas Completed Sunday, March 29, 2020
- Student Fee Refund Plan Has Been Adopted
- Free COVID-19 Virtual Screenings through Augusta University Health System's AU Health Express Care App are Available
- EGSC Has a COVID-19 Website
- Other Important Information About the COVID-19 Website May be Found Here

Wholly Online Instruction of All EGSC Courses Begins on Monday, March 30, 2020

A message below was sent to all students from the IT department about being ready for these classes:

“Remember **ALL** classes resume **online-only** this **Monday, March 30**, via GeorgiaView D2L Brightspace. Before Monday, login to GeorgiaView D2L Brightspace to view any course announcements/updates.
<http://www.ega.edu/help/details/how-do-i-access-my-online-courses-or-troubleshoot-problems-using-gaview-d2l> (see <https://www.ega.edu/help>) for login steps and more information.

For quick access to your online courses via your cell phone, download the GeorgiaView Brightspace Pulse app to your [iPhone](#) or [Android](#) device.

For quick access to your EGSC student email (CatMail) via your cell phone, download the Microsoft Outlook App.

<http://www.ega.edu/help/details/im-a-new-student.-how-do-i-setup-email-on-my-phone> (see <https://www.ega.edu/help>)

Earlier, EGSC's Director of the Center of Excellence for Teaching and Learning distributed the following EGSC Resources for Rapid Conversion:

Crash-Training Resources:

The distance learning team at the USG has created a [Keep Teaching Resource Webpage](#) designed to provide faculty with helpful resources and contacts to prepare for

a transition to online instruction. (http://www.usg.edu/keep_teaching_usg)

USG eCampus has produced an online training course for USG faculty called *Guide to Teaching Online in D2L*. They will share with any institution that requests it. It is a condensed triage-style training that focuses on the basics of online access, communication, quizzes, and assignment submissions. There will be a companion training for students as well as a basic D2L LMS template that the faculty can use. https://www.usg.edu/facultydevelopment/centers/program_spotlight/rapid_guide_to_teaching_online_in_d2l

Link to

Infographics: https://www.usg.edu/facultydevelopment/centers/program_spotlight

There are some useful rapid-guides that other institutions have shared that seem quite applicable and transferable to different contexts, which might be a good place to start:

Georgia State University has an excellent online resource, including a checklist to guide us through the emergency, rapid transition: <https://cetl.gsu.edu/resources/resources-for-remote-teaching-and-learning/>

West Georgia has contributed to the conversation: <https://sites.google.com/westga.edu/moving-quickly-to-online-teach/home> and https://westga.co1.qualtrics.com/jfe/form/SV_5BZrnTY1aQ0VDr7

John Gardner Institute Resource (Thank you, David Strickland) https://docs.google.com/document/d/1miAJ5JtZtLYw9QPSq_zsa9RSz7M1gjQVqlvZYDoolDA/edit

Staying Connected on the national and local level:

This Chronicle of Higher Ed webinar might be useful. You can watch it on-demand: https://zoom.us/webinar/register/1615845595580/WN_UTWVyDqURca9qHhI_rge2vA

Your campus CETL, elearning center (Ren Denton, Terri Brown), Chancellor's Learning Scholars (they have been at conferences that disseminate information about course design and active learning)

- CETL Faculty Advisory Committee: Dr. Ren Denton (Director), Dr. Jeff Howell, David Altamirano, Jason Lee, and Yelena White.
- Chancellor's Learning Scholars: Breana Simmons, Yelena White, Lisa Yocco, Mary Waalkes, Ren Denton.

Note: Please consider following EGSC CETL on Facebook, LinkedIn, and Twitter, where I will post relevant articles and information about how to navigate the latest teaching environment. If you are following us, please send invites to your colleagues---as I cannot because it won't let me "spam" people (send invites outside of my own network of friends).

Note: There are social media networks for support during this new challenge. I recommend "Online Teaching Collective."

Resources for Virtual Classrooms or Digital Learning:

Google:

Teacher's Guide to Google

Classroom: <https://www.common sense.org/education/articles/teachers-essential-guide-to-google-classroom>

Google Classroom: <https://ditchthattextbook.com/the-google-classroom-quick-start-guide-tips-and-tricks/>

Google Assignments: <https://www.blog.google/outreach-initiatives/education/introducing-assignments/>

Reduce Cheating in Google Classroom: <https://www.techlearning.com/news/5-ways-to-prevent-cheating-on-your-google-form-quiz>

Microsoft Teams:

Microsoft Teams for the Classroom: <https://www.microsoft.com/en-us/education/products/teams>

Collaborative Learning with Microsoft

Teams: <https://www.cultofpedagogy.com/microsoft-teams/>

Teacher review of Microsoft

Teams: <https://www.common sense.org/education/app/microsoft-teams-teacher-review/4610411>

YouTube:

Recording and Uploading

Lectures: <https://www.youtube.com/watch?v=GUB34waaol0>

Zoom

Zoom Tutorial: <https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials>

How to Use Zoom: <https://www.youtube.com/watch?v=9guqRELB4dg>

10 tips:

<https://www.usatoday.com/story/tech/2020/03/18/zoom-10-tips-how-get-most/5073581002/>

Note: If students don't use "landscape" video or if they are on audio only, it will avoid a lag or crash.

Note: There is a national conversation about Zoom and FERPA. Having students off camera during recordings that are uploaded may be the best option.

East Georgia State College's Learning Management System: D2L

Terri Brown: Please contact Terri Brown for more information about how to maximize the tools on our D2L.

Also, an important announcement from Dr. Tristan Denley in regard to "Keep Learning USG and USG Learning Everywhere" encourages faculty to let students know about the following resources.

“...

Keep Learning USG (https://www.usg.edu/keep_learning_usg) is a site designed to support student as they make the shift to virtual learning. The site is deliberately created to be easily accessed on a phone, with copy in an informal student-friendly style. The information leads students step by step through best practices to succeed in a remote instructional environment

USG Learning Everywhere (<https://www.usg.edu/learningeverywhere>) is a site designed to provide educational experiences for all learners, anytime, anywhere. Built on the foundations of the College 2025 initiative, this site brings together openly available educational resources, courseware and free courses from across the system into one easily navigated place. Currently the site links to Coursera MOOCs, ALG textbooks, Galileo materials for parents who are suddenly homeschooling and much more. We are sure that there is much more to be included, and look forward to this new resource growing. Please let me know if your school has a resource that you think should be added in.

...

I would appreciate it if you could let your students know about the KeepLearning site, and let your community know about LearningEverywhere.”

Move-Out of Almost All Students from BobCat Villas Completed Sunday, March 29, 2020

Over the last couple of weeks, our Housing Director and staff have worked closely with the USG and other key USG administrators to develop and obtain USG approval of a plan to move-out our housing residents from Bobcat Villas. This was, to say the least, a huge undertaking. The goal of this process was to implement the USG directions (applicable to all USG institutions) to promptly and safely implement the move-out of all housing residents (except a very small number allowed to stay for the rest of spring semester due to extraordinary reasons such as housing insecurity).

At the end of the day on Sunday, March 30, 2020, this plan has largely been carried out. A few remaining students, who scheduled appointments to move-out, early in the coming week remain in BobCat Villas and will move out early this week.

Implementation of this plan in a manner in an orderly, staggered manner, which assured health and safety of residents and our staff, required close cooperation among housing staff, our Police (who controlled the entrance to campus to assure that residents moved out only during scheduled times), plant operations and many others. It has been carried out in an excellent manner.

Student Fee Refund Plan Has Been Adopted

East Georgia State College has adopted the following student fee refund plan:

Refunds of Student Fees (All 3 campuses are included as described below):

East Georgia State College will implement a prorated refund of various student fees for spring semester 2020 as outlined below for the campus designated as your home campus.

Our goal is to disburse refunds by April 16, 2020. We will communicate with you directly if there are any delays in this process.

The refund calculation date is March 16, 2020. This refund plan was completed in coordination with the USG.

Fees Refunding	Swainsboro Campus	Statesboro Campus	Augusta Campus
EGSC Activity Fee	\$ 14.52	\$ -	\$ -
EGSC Parking Fee	\$ 6.60	\$ -	\$ -
EGSC Transportation Fee	\$ -	\$ 33.00	\$ -
GS University Fee	\$ -	\$ 38.67	\$ -
AU University Fee	\$ -	\$ -	\$ 55.86
Total by Campus Location	\$ 21.12	\$ 71.67	\$ 55.86

*Students who did not pay the above fees because of the fee structure for the program in which they are enrolled (nursing students and students in the Fire and Emergency Services Administration program) will not receive a refund.

Refunds of Swainsboro Campus Housing and Dining:

- A prorated portion of housing rent charges will be refunded based on the March 16, 2020 refund calculation date.
- You will receive a pro-rata refund of the unused portion of your meal plan based on a March 16, 2020 refund calculation date. The exact amount of your refund will depend upon the specific meal plan which you purchased.
- Unused flex dollars will be refunded. The unused portion of any commuter meal plans and all other declining balance meal plans will be refunded.
- Students who were granted an exception to remain in the residence halls during the remaining part of spring semester 2020 will not be refunded their housing rent or base meal plan.

Additional information about refunds:

EGSC Statesboro students who purchase a meal plan from Georgia Southern University should contact Georgia Southern University with any questions.

Refunds of these fees will mirror students' normal refund process via BankMobile Refund Selection. You must make a BankMobile Refund Selection.

Please see the following link on [how to make your Refund Selection](#).

Fees, other than those described above, have been carefully studied and vetted with the USG and deemed to be essential to the continuity of instruction and business operations.

Any outstanding balances owed to East Georgia State College (e.g., parking fines, lockout fines) will be deducted from your refund.

Students will not receive refunds of fees paid by any need-based scholarship. However, the scholarship reversal will not exceed the refund amount and will not create a balance due from the student. Please note that the deadline has passed for a student to withdraw without academic penalty from the Spring 2020 full-term.

Students who have registered for the Spring 2020 Mini-Session II term can withdraw without academic penalty through March 26, 2020 (Augusta Campus) and through April 7, 2020 (Swainsboro/Statesboro Campuses).

Refunds for Mini-Session II withdrawals will be processed under normal refunding guidelines.

We understand that these uncertain times have left you with many questions. Please rest assured that we are working diligently to provide answers as fast as possible.

Please reach out via email to accounts@ega.edu with any questions or concerns you have.

Free COVID-19 Virtual Screenings through Augusta University Health System's AU Health Express Care App are Available

All University System of Georgia employees and dependents are now eligible for **free COVID-19 virtual screenings** through Augusta University Health System's AU Health Express Care app.

Screenings are available 24 hours a day, seven days a week, at no cost and no appointment required. You log into the app from home. Screenings are done by a provider who is a physician, nurse practitioner or physician's assistant and trained to screen for COVID-19. Please note: A positive screening does not mean you have COVID-19.

Patients who screen positive will be told about appropriate next steps, which could include visiting a testing site. Patients who screen negative are provided their visit summary and will be given guidance on next steps for treatment of their symptoms.

AU cannot guarantee perfect screening results, but are confident their medical professionals are using the most up-to-date and latest COVID-19 screening practices.

The app is available for download on iPhone and Android. Links to the virtual screening app are available at www.augustahealth.org/COVID19.

For those without access to technology, please call AU Health's COVID-19 hotline at 706-721-1852. A desktop version or application for download can also be found at www.augustahealth.org/COVID19.

EGSC Has a COVID-19 Website

[This website](#) includes an abundance of information that will answer many of your questions.

Other Important Information About the COVID-19 Website May be Found Here

- Remember to complete the [Travel Registry](#) found [on the website](#)
- The Student Health Center will remain open to serve students who will continue to reside in the residence halls on Monday-Thursday from 1-5 PM. Swainsboro students not living on campus may call the clinic during those hours at 478-289-2182.
- All events scheduled with visitors on campus, including meetings, are cancelled for the rest of spring semester. No face-to-face meetings will be held. All meetings will be via telephone, Zoom or Skype or other electronic means.
- All events at the Fulford Community Learning Center and The Morgan House of East Georgia State College are cancelled. There will be no visitors to the Fulford Community Learning Center.
- The gym and fitness center, and our athletic facilities including outdoor basketball courts, playing fields and tennis courts are closed. EGSC's dining hall, bookstore, campus café, and Common Grounds Coffee Shop are closed.
- EGSC is following the guidance of the NJCAA and the GCAA. All spring athletic games and practices are cancelled.
- Study Abroad Programs have been cancelled.
- Plans for Student Center Grand Opening are cancelled. This will be rescheduled for a date in early fall 2020.
- The staff evaluation due date to HR has been extended until May 1, 2020.
- Important information regarding internet service providers. Please follow the links below to learn more about COVID-19 responses and offerings from the providers/resources listed (offerings subject to change):
 - [Federal Communications Commission "Keep Americans Connected Pledge"](#)
 - [Comcast COVID-19 Response](#)
 - [Charter Communications COVID-19 Response](#)
 - [AT&T COVID-19 Response](#)
 - [Verizon COVID-19 Response](#)
 - [Sprint COVID-19 Response](#)
 - [T-Mobile COVID-19 Response](#)
 - [Pineland Connect2PinelandFree Program](#)
 - [Northland Communications COVID-19 Response](#)
 - Another very useful website to add to the list is www.broadbandnow.com which allows you to enter your zip code to determine internet options that are available in the respective area.
- **A message from IT regarding Cybersecurity follows:**

While we are all working through COVID-19 issues, threat actors and fraudsters are busy too. Don't let your guard down during this time! Here are

two unsuccessful phishing attempts that recently occurred within the USG:

1. The USO Cybersecurity team was made aware of an unsuccessful phishing operation at a USG institution. An e-mail purporting to be from Sterling Infosystems requested payment for past due invoices. Sterling Infosystems is a legitimate vendor that was under system-wide contract for background checks through 6/30/2019. Be on the lookout for fraudsters impersonating legit companies. If you have any questions, or uncertainty about an email, please send it to me to verify before responding or providing any information.

*****Note:** The invoice was sent to Gordon State, but another USG institution received the phishing e-mail and invoices. Charges on the invoices were dated after 6/30/19, which is beyond the contract expiration. The alert employee recognized this and made their IT department aware.

2. Employees at a USG institution received phishing e-mails requesting an urgent purchase of gift cards. The e-mail example attached purported to be from the institution's Comptroller, but the e-mail behind the name was a Gmail account. Be sure to look for the banner which indicates the email originated from a third-party email provider: **ALERT: This email originated from an external source. Please use proper judgment before opening attachments, clicking links, replying, or providing information.**

*****Note** that in the second scenario the employee engaged with the fraudster even though the e-mail contained the warning that it came from outside of the university. The employee eventually did come to the conclusion that the e-mail was a scam. All phishing e-mails were retracted by the institution's IT department.

- A message from Plant Operations:
Due to COVID19 concerns, we are taking precautions and making everyone's safety our top priority. We continue to sanitize doorknobs and other surfaces in high traffic areas.
If you would like to limit traffic in your office, please place your trash can outside of your door at the end of each business day, and we will be happy to collect it.
- Message from Representative Butch Parrish, Georgia General Assembly
To stay up-to-date on our state's response to COVID-19 and explore options for financial relief during these uncertain times check out the following:
 - <https://dph.georgia.gov/novelcoronavirus>
 - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
 - <https://dph.georgia.gov/covid-19-daily-status-report>
 - <https://gov.georgia.gov/press-releases>
 - <https://gov.georgia.gov/executive-action/executive-orders/2020-executive-orders>
 - <https://disasterloan.sba.gov/ela>

- <https://dol.georgia.gov/blog/new-information-filing-unemployment-partial-claims-and-reemployment-services>

It is also important to note that state and federal taxes will not be due until July 15, 2020. Stay safe and remain cautious!

- A message from Lori Burns, Director of Counseling to students:
I hope that each of you found a safe way to enjoy your Spring Break despite the serious impact that the Coronavirus Disease is imposing on the entire Nation.

As you already know, some very difficult decisions regarding the delivery of your education were made by the University System of Georgia in an effort to protect you during the next several months. Despite the recent change to wholly on-line instruction for the rest of the spring semester and strictly limited access to the East Georgia State College campuses, the Office of Counseling and Disability Services is here to help with this transition and any other needs that you may have. Due to recommendations from the Centers for Disease Control (CDC) to practice social distancing, our office has suspended all face to face counseling and disability services. We will work primarily in a remote capacity for the remainder of the Spring semester.

Please be mindful that it is not uncommon for people to notice changes in mental well-being during major disasters such the Coronavirus Pandemic. Increased worrying, sadness, and fear are only a few of the symptoms that someone may experience. If there is a change in your mental well-being, it is very important that you cope in a manner that does not increase your stress level during a time that is already stressful. I can assure you that promoting student well-being and resilience will remain our focus.

If you would like to schedule an appointment to speak to a counselor, please contact us via email (lrburns@ega.edu or sroyals@ega.edu). We will be monitoring our email accounts during normal operating hours, Monday-Friday from 8am-5pm. For emergencies, call 911 or the Georgia Crisis and Access Line by dialing 1-800-715-4225.

As we begin this next week, please remember you are a valued and essential partner in the life and future of EGSC, and we are grateful for you. Thank you for all you are doing.

Stay safe!

Bob Boehmer

President