



---

## COVID-19 Update: Wednesday, March 25, 2020

1 message

---

UCA President's Office <presidentsoffice@uca.edu>

Wed, Mar 25, 2020 at 4:22 PM

Reply-To: noreply@uca.edu

To: FS <fs@uca.edu>

Dear UCA Faculty and Staff:

As the situation with COVID-19 continues to evolve and the need to practice social distancing becomes ever more important, we have decided **to keep our current operational approach in effect until further notice.**

We are asking all employees to continue to telecommute, unless your supervisor tells you otherwise. Department heads have identified those individuals whose physical presence is essential to core services versus those who can fulfill the responsibilities of their job remotely. All departments have also restructured duties and tasks to minimize the amount of time that an employee would have to be on campus to fulfill specific tasks. We are continuing all essential core operations of the university but maximizing all possible ways to do that work virtually or remotely.

We are also providing only the most essential campus services to the remaining students who must stay on campus through the end of the semester. As a reminder, hours for those most essential services are [available here](#).

Because we are operating in exceptional circumstances, supervisors have been instructed to remain as flexible as possible with all employees as we navigate the coming weeks. If you have any concerns about telecommuting, please consult your supervisor.

On a final note, we want to assure you that the health and the well-being of our campus community are top priorities for us. We are optimistic that our March 16 notice to maximize telecommuting for all UCA employees and our constant social distancing efforts will minimize the opportunities for COVID-19 exposure on campus. If we are notified that a UCA employee or student living or working on campus has received a positive COVID-19 test result, we will notify employees and students who may have come in close contact with the individual while he or she was on campus. We have a process in place, and we are following the guidance of the UCA Student Health Clinic and the Arkansas Department of Health in making all necessary notifications in a timely manner.

Again, thank you for your cooperation and flexibility over the past weeks and those to come.

Sincerely,

Houston Davis  
President