



## COMMUNICATION MEMO

Office of the President

2020-03-16

### **COVID-19 - ALL CAMPUSES MOVING TO ESSENTIAL SERVICES**

**ATTN:** **ALL Campuses: Essential Services Only**

**TO:** **All Employees, Students, Faculty, Board of Governors**

**FROM:** **Asima Vezina (President and Vice-Chancellor)**

As part of our commitment to keeping Algoma University community members informed, I am writing today to share with you that, following the Premier's address today as well as recommendations from Public Health about social distancing and increasing remote work to slow the spread of the virus, we are continuing to move all three campuses to an Essential Services Only operation.

**Brampton Campus:** Implemented an [essential services](#) plan on **Monday, March 16th**.

**Sault Ste. Marie Campus:** Implementing essential services plan as of **Tuesday, March 17th**.

**Timmins Campus:** Effective **Tuesday, March 17th**, all AU employees working on the campus of Northern College will work from home. Please refer to the Northern College [website](#) for specific service information related to the campus itself.

We understand that these changes are significant and will require all of us to do things differently. We believe this is best for our University and the greater community and we thank you in advance for your support.

**Specific to Sault Ste. Marie:**

Beginning Tuesday, March 17 (by noon), where operationally possible, **employees will be asked to work from home**. Employees who are required to perform a critical function and/or whose physical presence is necessary to perform their work as determined by their supervisor will need to continue to come to campus.

**Arthur A. Wishart Library Hours and Services REDUCED** - Click [here](#) for details related directly to the library.

**Computer Labs** - The computer labs (NW204, NW205 and the gaming lab) will continue as an essential service for students until further notice. These rooms will be open 8:00 am - 8:00 pm. The labs will have increased frequency of cleaning, disinfecting, and safety protocols as the University works to support students who do not have the required technology to complete final assignments and coursework. We encourage any users to practise social distancing of 2 meters/6 feet of spacing between students within the lab and wash their hands before and after using the computers.

**The George Leach Centre (GLC):** [The George Leach Centre](#) will be closed until further notice.

**Residence:** Further details pertaining to residence services will be circulated on Tuesday, March 17th. Students who can return home will be supported to do so. Students who cannot leave residence at this time will continue to be serviced by Student Housing.

**What this means:**

- IT will be available by submitting a Service Desk ticket through the [helpdesk](#) or <https://students.algomau.ca/helpdesk> for technical support as needed. If you are unable to log a ticket on the system, you may call **(705) 949-2301 extension 4450**. While specified labs will be cleaned and monitored, direct staff support will be provided remotely.
- Increased cleaning protocols will be implemented for all high traffic areas being utilized on campus. All classrooms, not in use will be closed.
- Unless deemed essential, the remainder of the SSM Campus staff will work **from home** and will continue to support students remotely.
- Supervisors will work with staff to ensure they have the resources to do their jobs remotely.
- An FAQ on the [algomau.ca/covid19](#) website for SSM students with additional details will continue to be updated with additional information

- Students, faculty and staff are reminded to visit the [algomau.ca/covid19](https://www.algomau.ca/covid19) webpage for ongoing updates and related FAQs.

As your President, I thank you for your continued support as we work through this unprecedented situation. Similar to the message I shared regarding a similar move at our Brampton campus yesterday, I am confident that by continuing to work positively and collaboratively as a team, we will be able to keep people within our community safe while at the same time ensuring that the academic needs of our students are met. These continue to remain our two key priorities as we work alongside the Ontario government and health care systems to “flatten the curve” in the global strategy and reduce the overall impact of COVID-19 on our community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Asima Vezina', written in a cursive style.

**Asima Vezina**  
**President & Vice-Chancellor, Algoma University**