



Memorandum

To: University Community

From: Sheryl Van Gruensven, Interim Chancellor 

Date: March 4, 2020

Subject: UW-Green Bay Coronavirus Update, Travel and General Health Considerations

The safety and health of UW-Green Bay's students, faculty and staff is always a top priority. The University has been working through various aspects of the COVID 19 (Coronavirus) situation since it first appeared in December. I wanted to share with you an update on actions UW-Green Bay has taken, and continues to take, to actively monitor and manage this rapidly changing situation. It is also important that I remind everyone of those things you can do to keep yourself safe and informed, including an opportunity to hear from University experts on this topic on Thursday, March 5 at the [Virus Without Borders Panel](#).

What the University is doing

UW-Green Bay is prepared and has plans in place to facilitate necessary actions in the case of an emergency such as a pandemic. Several University teams in the areas of International Education, Counseling and Health, Academic Affairs, Human Resources, Public Safety and Emergency Operations have been closely monitoring and regularly meeting over the last month. Actions to date include:

Study Abroad Program Adjustments

Several study abroad programs have been modified or cancelled as a result of the rapidly changing outbreak. The University follows the [Centers for Disease Control \(CDC\)](#) and **State Department** guidance in restricting travel to countries with an Advisory Level 3 or higher. Programs in Advisory Level 2 areas have also been impacted as situations develop that have the potential to restrict access to medical care or ability to travel.

Ongoing Situation Monitoring and Resource Sharing

Updates, resources and information can be found on UW-Green Bay's [Counseling and Health website](#), including [FAQs](#) and at the Brown County Health Website, [stayhealthybc.com](#).

EOC Activation

On March 3, 2020, the University activated its Emergency Operations Council (EOC), bringing together additional resources of the University to monitor, prepare and plan for scenarios should the virus spread in Wisconsin.

Expertise Sharing

"Virus Without Borders: The Global Threat and Response to the Novel Coronavirus,"

Thursday, March 5, 2020, 3-4:30 pm, Christie Theatre. Sponsored by UW-Green Bay Global Studies, professors Chris Vandenhouten (Nursing and Global Studies), Rebecca Hovarter (Nursing), and Brian Merkel (Human Biology) will discuss both the science and the public policy dimensions of this global phenomenon, both historically and presently. The panel is free and open to the public.

Travel considerations during and after Spring Break

Students, faculty and staff traveling to other countries during Spring Break or in the future should consider the following:

- Restrictions may be in place due to the Coronavirus outbreak. As this is a rapidly evolving situation, travel limitations/restrictions are under constant update. Monitor the [CDC](#) site regularly.
- Be prepared to provide documentation of recent travel history when you re-enter the U.S. as you could be barred from re-entering or there may be limitations/restrictions on your movement such as required quarantine.
- Be aware of enacted entry and control measures. Many countries around the world, including the United States, have enacted such measures, including quarantine periods, with little to no notice. Such actions have the potential to severely impact travelers' ability to return home in a timely manner and could disrupt work, school, and family commitments.
- Those traveling from a country CDC identifies as Level 3 Travel Notice should contact Counseling and Health at 920-465-2380 for instruction as they will not be allowed to return to campus until 14 days of self-quarantine has occurred and documentation has been reviewed.
- If your travels will take you abroad, consider registering with the **Smart Traveler Enrollment Program (STEP)**. This free service notifies the nearest U.S. embassy or Consulate of your travel plans and provides access to important safety information.
- Consider purchasing travel health insurance that includes coverage for medical evacuation.
- If you have recently traveled and become ill, seek medical advice. Call ahead before going to a doctor's office or emergency room. Tell them about your recent travel.

Considerations for Students, Faculty and Staff

Take Precautions

- Wash your hands
- Cover your mouth when you cough or sneeze
- Avoid touching your face
- Avoid people who are sick
- Wash your hands

Stay informed

The best source of information on the Coronavirus is the CDC. Visit these links often for the most up to date information:

- [Coronavirus Disease 2019 \(COVID-19\) Situation Summary](#)
- [Share Facts About COVID-19](#)

Monitor your health

- If you become ill, seek medical advice. Call ahead before going to a doctor's office or emergency room. Tell them about your recent travel.
- Students, staff and faculty who are sick should not attend class or work when sick.
- If a staff or faculty member becomes sick while at work or arrives on campus sick they will be requested to return to their place of residence as soon as possible. Additional resources for faculty and staff:
 - [UWSA Sick Leave Policy](#)
 - [Leave of Absence Policy](#)
 - [Colleague Coverage](#)

Be compassionate

- Please remember that anyone can contract a disease like the Coronavirus. Someone of a particular race or ethnicity is not any more likely to contract the Coronavirus than anyone else.
- Xenophobia or discrimination surrounding the coronavirus will not be tolerated. Incidents of bias can be reported using the [Bias Incident Report Form](#)
- Check in on family, friends, coworkers and neighbors (international or domestic)) that you think may be impacted by the virus. This may be an international student who has family in an area of concern, or a domestic student concerned that a disruption in work schedules due to the virus will have catastrophic financial implications. It is important that the UW-Green Bay community support and take care of each other during this time.

I want to once again remind all students, faculty and staff of the rapidly changing nature of this situation. The University will continue to monitor, share updates and take action as needed to safeguard your wellbeing.

Please stay well and stay informed.