

MEMORANDUM

Date: 13th March 2020
To: All Faculty, Staff and Students
From: Dr. Richard Georges, Acting President
Subject: Coronavirus Update

Dear HLSCC Family members:

The College has been monitoring and evaluating all developments related to the novel coronavirus COVID-19. As stated previously, our overarching concern is the health and safety of our students and employees. At this time, there remain no confirmed cases in the BVI but there are in our neighbouring islands Puerto Rico and St. Martin. In light of the daily evolutions of this growing pandemic, HLSCC is implementing the following measures:

- **Effective immediately, Spring Break is extended for ALL HLSCC students until Sunday 22nd March 2020. By Monday 23rd March 2020 the College will be transitioning to online learning.**
- **Full Time Faculty must report to work on Monday 16th March 2020 to begin the process of transitioning their classes. Adjunct Faculty should speak with their Heads of Department for support in doing the same.**

Students should take this time now to ensure that lecturers and advisors have their contact information in order to be contacted over the course of the next week about plans for the continuation of classes.

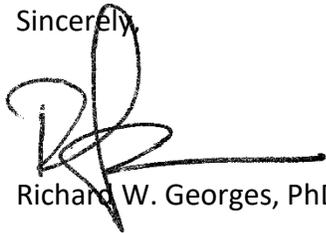
The College will remain open during this period and employees will continue on their regular schedules. The College fully intends to complete this semester and provide the appropriate resources for faculty and students.

We thank you for your understanding as we all face this unprecedented challenge. Next week, we will provide more information and guidance for students regarding classes.

We understand this transition to online learning will present its own challenges and we do not take this decision lightly and will provide every student the opportunities and resources required to continue their education.

We ask that you continue to exercise due care and utilize the advice of public health authorities. This is a unique challenge to our way of life, but as we have continued to prove over the years, ours is a resilient and resourceful community.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Georges', with a long horizontal line extending to the right.

Richard W. Georges, PhD

Acting President