



UMS Action Steps for Coronavirus Preparations as of February 27, 2020

1. Continuity of Instruction Planning: Update existing plans and develop awareness of protocols and resources among academic leaders and faculty to facilitate implementation as part of the campus visit schedule:

- a. Study Abroad Students: Accommodations for students who may be forced to cut short a study abroad experience as additional countries are impacted;
- b. Study in Seclusion: Accommodations for students who may need to continue their studies away from campuses because of exposure concerns; and,
- c. Extended Campus Closure: Accommodations for continuing instruction, lab, internship, or other experiential education, and exam administration if a protracted pandemic event requires extended closure of university campuses.¹

2. Maintain Regular Public Communication and Transparency: System and university leaders should be regularly available for public comment and media inquiries. Additionally, a banner alert will be available on UMS and University homepages, linked to a daily community update archived on the University of Maine System website.

3. Emergency Contact Updates: Comprehensive outreach to students and employees to update contact information for emergency outreach and to accommodate distance learning if campus operations are impacted.

4. Continuing Travel Monitoring and Prohibitions: Align university travel restrictions through UMS Risk Management with U.S. State Department and U.S. Center for Disease Control recommendations (currently official university travel to China and South Korea prohibited, monitoring spread of virus for further restrictions).

5. Preparing for an Extended Pandemic Event: Statewide summit of university emergency preparedness response team with attendance and presentation at the March Board meeting focused on mission fulfillment and student health and safety during an extended pandemic event.

¹ 1(c) Edited for clarity and detail, 6:00 AM, 2/28/20

6. Maine Higher Education Coordination Call: The Chancellor will invite leaders of all of Maine's higher education institutions and the Maine DOE Commissioner to discuss responses and potential opportunities for coordination and support.

University officials are monitoring the spread of the coronavirus daily and will update these action items based on developments with the disease and guidance from public health officials.