

October 12, 2020

MSU Faculty and Staff:

We continue to do well as a University this Fall semester and have a little more than 6 weeks to go before the end of the term. To keep our campus updated, the following are short items to pass along:

Dates:

- October 13 - Free COVID-19 testing - Laughlin Health Bldg. 3-7 p.m. - No appointment needed.
- October 12-18 - MSU Homecoming Virtual Ceremonies
- November 3 - Presidential Election Day. MSU will close and only essential employees will be on campus. Students may remain on campus. Each division Vice President will be working with essential units for campus coverage.
- November 4-10 - Advance Registration for Winter Term(s) and Spring Semester
- November 11 - Veterans Day Virtual Ceremony

Commencement:

We have had a number of groups (academic and technical) backgrounding how we might conduct a Commencement ceremony this fall. As our best way forward we will be hosting Fall 2020 Graduates in a Ceremony on Saturday, November 21, and Spring 2020 Graduates in a Ceremony on Saturday, December 5. For precaution, the Spring 2020 Graduates will be postponed in their return to campus until after our semester is over. Each day will be comprised of two ceremonies at 10 a.m. and 1 p.m. with less than 200 graduates at each sitting in the large AAC.

To keep our numbers low, we will not have guests of graduates, a stage party, ceremonial procession, or faculty in attendance. Each ceremony will be limited to only graduates in physical attendance – no family or guest will be allowed in the AAC. The events will be streamed for families to watch. Our Registrar, Keith Moore, will be sending graduates the appropriate information to assess their attendance.

Ceremony information is online at <https://www.moreheadstate.edu/graduation>.

University-Supported Travel:

- University-supported international travel will be postponed until May 1, 2021.
- University-supported out-of-state travel will be postponed from October 31 to January 31, 2021. Vice Presidents may approve travel out-of-state as circumstances require.
- University-supported in-state travel is acceptable.

Winter Term and Spring Semester Classes:

- Instructors should continue to work with Chairs and Deans on the best method of delivery – face-to-face, hybrid composed of 50% or more of in-person meetings, or entirely online. A combination and balance of each within disciplines is preferred.
- Advanced Registration begins November 4.

University Provided Day Off:

You might remember during previous Fall Breaks we have provided employees with extra time off -- typically a shared-day. To compensate for not having a Fall Break this year, we will be providing full-time employees with one University-supported day off with pay during the month of February. Each full-time employee may select the day in consultation with their unit/supervisor. All offices should remain open, so employees among units would need to work on who takes each day.

Call-Outs:

Congratulations to Amanda Holbrook in Space Science and the employees in the area. Amanda was lead on a large and successful funding request to the Appalachian Regional Commission (ARC) for \$623,000. Also, congratulations to Dr. Edna Schack who was recently accepted into the ARC Leadership Program. Both of these are positive in our partnership with the ARC.

Congratulations to our Nursing program and their recent accreditation visit.

Good job to our Alumni and Development staff for recently completing a \$250,000 mini-campaign for scholarships focused on student retention.

Annual Budget In-Brief:

Our projected tuition and housing revenue for the Fall is trending in a positive direction. However, at this point we will not know realized auxiliary revenue until closer to December, and we continue to have to watch costs closely to mitigate the 8% state budget reduction.

Misc.

- We are encouraging all events to remain virtual until the end of the Fall semester.
- Please consider a flu shot. They are being provided on campus in front of Allie Young Hall on a regular basis, and may also be obtained at other off-campus providers.
- If you are a student club or organization advisor, we would ask that you try to maintain contact with the students in your group through the semester virtually and check on them periodically.
- During October, we encourage employees to take brief walks around campus for fresh air and to break up the virtual meetings.
- Please continue to take your temperatures each day as you arrive and also wear a mask.

- Our COVID-19 case counts remain relatively low and have been consistent in number each week. Our case counts are posted in 3-4 day windows at www.moreheadstate.edu/healthyatmsu.

Thanks to everyone for your efforts, teamwork, and patience this semester. We have just a few more weeks to go until the end of the semester.

Jay Morgan
President