To the GCC community:

Guttman’s Coronavirus Emergency team met this morning at 9:00 and will meet again at 5:00 this afternoon. The Chancellor is having a call with CUNY presidents at 3:30-4:30 today.

Matters Related to our Building:

- Our building is in the process of being thoroughly and totally cleaned. The company has begun on the 8th floor (yes, we have one!), and is working its way down. After a room has been cleaned, a sign is put on the door saying so, and then the door will be locked. This will preserve the room’s cleanliness. The only exception will be the restrooms on the lower level and in the IC, which will be cleaned thoroughly, but will remain open.
- We will keep you updated as to the building’s status in our updates and on the web.
- If any faculty and staff needs to get into an office, please contact Anastasia.
- As I related yesterday, Public Safety is keeping a log of everyone who enters the building.

Matters Related to Disclosure:

- Scott alerted all the people who had contact with the diagnosed person, and we also posted a general communication to the campus through a GCC message. We are required to follow the CUNY protocol and did so (see Monday’s update for the protocol).
- We posted the news of the building’s closure as quickly as possible.
- Some of you have asked privately for the identity of the confirmed case. We are not permitted to identify the individual who has been diagnosed. If you had close contact with the individual, you were notified individually.
- When an employee reports a confirmed diagnosis, we ask for a complete list of all those the person had meetings with or might have had consistent exposure to for the past 14 days. We start our list from there. Further, because Guttman exists in an intimate space, we will also alert all those who have offices in the same space as the person who has been diagnosed, whether or not they have had direct contact.
- Moving forward we will do the same: notify everyone individually who has had contact with the person and/or shares office proximity or space.
- We received a question relative to self-disclosure of a confirmed diagnosis. Even if a person wants to self-disclose, we will not do so officially on any public Guttman communication. If a person wants to self-disclose privately and in private communications, that is up to the person. Institutionally, we do not encourage or discourage such action.

Library Hours:

- Beginning this Friday, the Library will be open Monday, Wednesday, Friday from 9-5. This will be subject to change.

OAA:
• OAA is as ready as possible. Howard will be sending a message to all faculty today.
• In order to assist faculty and student-facing staff, the Help Desk is going to have extended virtual hours. Exact times and days will be related shortly.

OSE:
• OSE is communicating frequently with students. You’ll see that Danny just posted a detailed memo about the availability of Advising and Advisors.
• All OSE communications with students are published on our website.

Hope this helps! Good luck to all, especially to our faculty and staff who are about to be launched into a distance learning universe. May the force be with you!

Best wishes,
Linda

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