



March 24, 2020

Dear College Community,

We know that the past couple of weeks have been very stressful and we appreciate your patience as we respond to this dynamic situation involving COVID-19. The health and wellness of our students, faculty and staff continues to remain our top priority. The Governor of the State of New Mexico has issued a stay-at-home order and limited the number of public gathering to no more than five people, which is effective immediately.

For the duration of this executive order, the College's building will be closed. Students will not be allowed on campus. Only essential employees as identified by senior leadership with essential activities will be allowed to enter campus, while adhering to all social distancing and mass gathering instructions provided by the state. Those requiring access for an extended period of time should contact the Dean for clearance. All other students, faculty and staff should remain home. All faculty and staff are to continue working remotely and/or transition to working remotely immediately.

Although our building will be physically closed, the College will continue to operate and support all of our students, faculty and staff. Limited building access will be allowed for general faculty and staff for the following two activities: (1) Faculty who still need to utilize the studio on campus for lecture recording will be permitted access, under a schedule to be controlled by the Office of IT; the Office of IT will contact faculty directly with additional information regarding scheduling. (2) Faculty and/or staff needing to retrieve items from their office spaces will be permitted limited access for that purpose only. Please make sure that any time allowed in the building is minimized. All building access will be through the front door only; all other entrances will be locked to key card access. Security and custodial services will continue under limited hours to support essential activity. The College will adhere to the Governor's mandate regarding public gatherings and social distancing in all matters.

Please continue to look out for one another. Social distancing does not mean social isolation. It is important to stay connected mentally and emotionally during this time. Students may utilize WellConnect services 24 hours a day/7 days a week for assistance. For additional information, please visit: <https://bcomnm.org/students/bcom-cares/>. As a reminder, employees and their household members have access to E4 Health, our employee assistance program. The program is a free, confidential counseling and referral service (<https://bcomnm.org/human-resources/employee-assistance-program/>).

### **Years One and Two**

The College will continue to administer remote learning and remote exam delivery for the remainder of the semester. Faculty will remain connected to students through course discussion boards and virtual office hours. All laboratory sessions are cancelled and the content will be re-scheduled and delivered in curricular events in the next academic year. Please continue to monitor your school email for future updates.

### **Years Three and Four**

Currently, clinical rotations are on a two-week pause. Please continue to monitor your email with further instructions from the Office of Clinical Education. The April 17, 2020 OMM event has been canceled.



### **Student Clubs and Organizations**

All student organization and club activities are suspended until further notice.

### **Facilities and Services**

The College campus is closed. NMSU will continue its services in accordance with the new order. Please visit <https://nmsu.edu/coronavirus/> for more information. The Office of Student Affairs continues to provide assistance with academic counseling, career counseling, and health and wellness needs through a virtual format. Please reach out to the office if assistance is needed. All other offices of the College are continuing to operate and can provide services via email and/or phone and/or virtually utilizing WebEx.

### **Travel**

The New Mexico Department of Health asks all persons traveling into New Mexico from an outside state to self-isolate for 14 days and monitor themselves for any symptoms. If the individual has or develops respiratory symptoms (cough, shortness of breath) or fever, they need to call 855-600-3453 and press option two. More information can be found at:

<https://www.governor.state.nm.us/2020/03/18/public-health-advisory-testing-and-travel-guidelines-for-new-mexico/>

### **Illness**

In the event you test positive with COVID-19, please follow the directions of your health care provider and promptly notify the Office of Student Affairs (students) or the Office of Human Resources (employees). Continue to follow the CDC and NM Department of Health recommendations:

<https://cv.nmhealth.org/>  
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>