March 18, 2020

Dear UW-River Falls Campus Community,

First, I want to thank everyone who took time to participate in the Virtual Town Hall meeting yesterday. Although the situation continues to evolve, I hope that the information was helpful to you. The recording is available on our COVID-19 webpage and our FAQs are being updated as well.

Today I am writing to provide some further clarifications on the implementation of telecommuting and our decisions to reduce some campus operations. All of this is being done, of course, to protect the health and safety of our campus and broader community.

With a few exceptions, all offices have transitioned or are in the process of transitioning to working online and by phone, web conferencing, etc., instead of in-person. Staff should remain available during regular hours and are encouraged to communicate to their primary audiences about how they are delivering services remotely. Unless otherwise instructed, no offices should be communicating that they are closed at this time. The only offices on campus that will maintain regular in-person office hours, open to limited visitors, will be the offices of the Chancellor and Provost (116 North Hall).

Services that would typically be available to the campus and public are now closed, including the Falcon Center recreational facilities and Chalmer Davee Library. The University Center building is open with very limited access but all retail units in the UC are closed. For now, the CHILD Center remains operational.

With regards to telecommuting, please note that those employees without the ability to work from home or some other remote location, for now, can continue to work on campus. Unit leaders should coordinate staffing to ensure appropriate guidance is being followed regarding social distancing and the maximum gathering limit of 10. Those who cannot work remotely may also be reassigned temporarily by their supervisor to support ongoing critical duties in other areas. If you would like to work remotely but do not feel like you have adequate technological resources, please reach out to your supervisor and/or unit leader to discuss your needs. More information will be issued later today regarding the UW System Interim COVID-19 Leave Policy for eligible employees who are unable to perform their assigned duties due to specific circumstances.

Thank you very much for your patience and understanding during these extraordinary times of challenge for our university, community and world.

Sincerely,

Dean Van Galen, Ph.D.
Chancellor