

March 20, 2020

Dear Faculty and Staff:

This afternoon, Illinois Governor JB Pritzker announced additional measures to help prevent the spread of COVID-19. Executive Order 2020-10 specifically defines additional provisions related to a stay at home or place of residence order, social distancing requirements, and essential business operations. From Saturday, March 21 at 5 p.m. through Tuesday, April 7, all Illinois residents are ordered to stay at home, with limited exceptions. In addition, colleges and universities remain defined as Essential Business Operations by the Governor's order, which further supports our continued efforts to serve our students.

[Read Executive Order 2020-10 in its entirety.](#)

So what does that mean for our campus? Thankfully, the administration and the CUC COVID-19 response team have already enacted procedures encouraging employees to engage in teleworking and have closed the campus to the public. Because we have already placed the health and safety of our students, faculty, and staff first, there will be no additional changes to our existing response policies at this time.

To that end:

- The University remains open for business, conducting as many essential functions as possible via telework.
- All campus buildings remain closed to the public.
- If you do not absolutely need to be on campus, it is strongly encouraged that you engage in telework.
- If you have not already submitted your telework request form to your supervisor and HR, please do so immediately.
- Employees who need to be at campus to conduct their duties should continue to do so. If your presence on campus is absolutely necessary, please be sure to employ appropriate precautions and healthy actions including regular handwashing, social distancing, and maintaining a clean workspace.

I am exceptionally proud of the way each of you continues to dedicate yourself to the service of our students.

In His name,

*Dr Dawn*

Russell P. Dawn, DPhil, JD  
President

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***Truth. Freedom. Vocation.***