Dear Colleagues,

Last night University administration was informed that six of its employees, who were attending a professional conference in New Orleans, LA, stayed in the same hotel as an unaffiliated individual who has tested presumptively positive for COVID-19. The guest who tested presumptively positive for the virus checked out of the hotel two days prior to the University employees’ arrival in New Orleans, and would not have come into contact with any of the University employees.

Out of an abundance of caution, and after speaking with the Centers for Disease Control and Prevention (CDC), the employees are being self-quarantined pending confirmation of the hotel guest’s presumptive positive test results. I would like to reiterate that there are no known cases of COVID-19 in Alabama and no one associated with the University has tested positive for the virus or reported experiencing any related symptoms.

The University is monitoring the outbreak of the virus with the assistance and guidance of state and federal health officials, actively taking steps to guard against the COVID-19 virus. As part of those measures, a special task force was formed last week to take necessary precautions and recommend operational decisions (e.g., policies, procedures, protocols) regarding the virus. Cleaning efforts have been focused on disinfecting all common areas, bathrooms, and points of contact. The University has previously cancelled all University-related international travel and has limited domestic travel. We will continue to monitor the spread of the virus and may need to make further changes to the domestic travel policy.

As a member of the University community you can help us prevent the spread of respiratory viruses, like COVID-19, by following several steps:

- Wash your hands for at least 20 seconds.
- Cover your mouth when coughing.
- Use hand sanitizers with at least 60% alcohol or above.
- Avoid contact with sick people.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid unnecessary travel.
I respectfully ask for your patience and cooperation as we continue monitoring risk and making operational decisions in the best interest of the University community. The health and safety of the entire university family is our utmost priority. Thank you.

Ken

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