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Dear Colleagues,

I am writing to provide some additional guidance regarding campus attendance for students, faculty, and staff during this period of uncertainty. Based on the most current information I have received from CUNY, I ask all faculty and staff to adhere to the following policies:

1. **Most importantly**, anyone—student, faculty, or staff—who is sick and exhibiting symptoms of acute respiratory illness **should stay home and not come to campus** until they are free of fever [body temperature is consistently below or equal to 100.4° F (37.8° C) measured with an oral thermometer while not while not having taken Tylenol, Aspirin or other NSAID, which mask a fever].
2. Faculty and staff should accommodate, to the most reasonable extent possible, affected students, including, but not limited to, facilitating enrollment after the deadline, fast-tracking academic advising, permitting make-up exams, and extending due dates of assignments and projects.
3. Faculty should **NOT** require students to provide medical documentation in order to receive these accommodations. Given the circumstances, affected students may need to self-quarantine and/or may not have immediate access to a health care provider.
4. Affected faculty and staff should notify their chair/supervisor to inform them of any absences.
5. Faculty and staff should alert Kyeanna Bailey ([kbailey@jjay.cuny.edu](mailto:kbailey@jjay.cuny.edu)), the Director of Faculty Services, of any arriving international scholars/visitors.

It is possible that a significant number of students may become unable to attend class on campus, and I understand how this might affect teaching efforts as the semester continues. I am currently working with both CUNY and Campus leadership to develop additional and support resources in preparation for such a scenario. If we receive new guidelines from State/City Health Authorities, we will update the campus community as soon as possible.

At a time like this, all members of our campus community are bound to be impacted physically or mentally. We all need to be mindful and compassionate in support of one another during this trying time. We are all in this together!

Best,

Yi Li  
Provost and Vice President for Academic Affairs

