

March 19, 2020

Following guidance from the University System of Maryland, the state of Maryland and the federal government, Frostburg State University classes for the remainder of the spring 2020 semester will be presented online – no face-to-face class meetings. (Read the statement from the chancellor [here](#).)

As a result, we are in the process of developing several additional policies and making additional operational decisions.

1. **ACADEMICS:** The academic leadership team and faculty are developing processes and procedures to assist with the extended online learning protocol. They are also developing policies with regard to courses that cannot be completed online. *Watch for emails from Provost Dr. Elizabeth Throop no later than **Monday, March 23**, on this information.*
2. **ADVISING AND REGISTRATION:** Course advising and scheduling for both summer and fall semesters will be online. *Watch for emails about registration from the Office of the Registrar no later than **Tuesday, March 24**.*
3. **STUDENTS LIVING ON CAMPUS:** Residence halls will NOT reopen this weekend. (They had been scheduled to reopen for some students on Sunday, March 22.) No exceptions will be granted without the express approval of the Vice President for Student Affairs, Dr. Artie Lee Travis, requested via email to studentaffairs@frostburg.edu. Access cards will not work for those not pre-approved, and students who are home should stay there. Students who stayed on campus during spring break may remain, but if they want to return home, they should do so.

Residence Life will follow the guidance of USM and the State of Maryland on its plan for on-campus students to retrieve their personal items. **DO NOT** come to campus to pick up your items from the residence halls until you have been contacted by Residence Life.

The halls affected are Allen, Annapolis, Cumberland, Diehl, Frederick, Frost, Gray, Simpson, Sowers, Westminster. *If you live in one of these residence halls, you will receive an email from the Residence Life Office no later than **Friday, March 20**, outlining the plan.*

Students residing in Edgewood Commons should contact Susan Kramer at 301-689-1370 for instructions.

4. **ROOM AND BOARD REFUNDS:** A pro-rated refund plan for on-campus rooms and meal plans for students not approved to return to campus is being developed. *Watch for emails from University Billing no later than **Wednesday, March 25**, with updates on this information.*
5. **STUDENTS, PLEASE STAY HOME IF YOU CAN:** For those students who do not need campus services (e.g., housing, internet access), please remain at home to complete your studies. *Students who need to be on campus should contact Student Affairs at StudentAffairs@frostburg.edu for accommodations.*
6. **COMMENCEMENT:** Commencement will be postponed. *Students approved for graduation will be contacted by email no later than **Tuesday, March 24**, for their input about alternatives.*

7. **CAMPUS COMMUNICATIONS:** In addition to our campus emails and web postings, the every-Monday StateLines publication will provide updated information and helpful tips. The Office of Student Affairs will continue to send regular campus updates to the family contacts for whom we have email addresses.

I ask for your patience as we work through these changes. We will inform the campus community through emails and [web postings](#) as these policies and procedures are finalized. We intend to keep as many operations on campus as possible functioning during this time. We recognize, however, that changes in the crisis may require additional steps. Stay tuned.