



TEXAS SOUTHERN UNIVERSITY

**TSU Faculty & Staff:**

As conditions have changed over the last several days, we want to provide additional information concerning this upcoming week. On Monday and Tuesday, March 16 & 17, we will operate the campus utilizing essential personnel, as determined by your supervisor. The university will not be closed, as we need to keep critical offices, departments and services operational. This includes our custodial, facilities and maintenance operations, as well as functions that serve students, employees and the public. We are asking all employees to reach out to your supervisor or unit head this evening to determine if you should report to work. As we come back from Spring Break, during the week of March 23-27, we will continue campus operations with staffing that is appropriate for our needs, again as determined by supervisors and unit heads.

As states of emergency have been declared locally, statewide, and nationally, it's important that we follow all instructions associated with these declarations, as well as guidelines from the Center for Disease Control (CDC). We have links to the CDC and our local health agency on the TSU [coronavirus webpage](#).

**Faculty:**

If you haven't already prepared to transition your class instruction to the Blackboard platform, you should plan to participate in the Blackboard webinars that are scheduled for multiple times on Monday and Tuesday (see attached schedule). We will begin online instruction on Monday, March 23. Information regarding these webinars, as well as other Blackboard resources, is attached to this email. Additionally, here are several links to Blackboard resources - including YouTube videos and toolkits:

**Blackboard Basics**

*How and where do I access Blackboard at TSU?*

<https://youtu.be/EN5JRoL1CTg>

**Association of College & University Educators (ACUE)**

Online Teaching Toolkit

<https://acue.org/online-teaching-toolkit/>

Comprehensive list of institutional Online Resources across the U.S. (Daniel Stanford, DePaul University)

[Remote Teaching Resources for Business Continuity](#)

Blackboard YouTube Channel for Instructors

<https://www.youtube.com/playlist?list=PLontYaReEU1tzu1T5gfiX-JQA5nBc3isN>

We will be sending resources to our students to help them transition and be successful in what will be, for many of them, their first experience with online learning. We are also creating an email account (corona@tsu.edu) that students, faculty and staff can use to ask questions related to TSU and the coronavirus/COVID-19.

***Very important:*** If, during Spring Break, you are traveling to a country identified by the CDC with a Level 3 Travel Health Notice (currently Italy, China, South Korea, Iran and Venezuela), depending on your travel history, you will be asked to stay home and self-quarantine for a period of 14 days from the time you left an area with widespread or ongoing community spread. To help the university best assess potential exposure and risks to our campus community, we are asking any student, faculty or staff member who is traveling internationally during Spring Break to let us know in advance by filling out this [form](#).

If you feel that you have potentially been exposed to the coronavirus, or if you are experiencing [symptoms](#), please contact your physician immediately, or contact [TSU Health Services](#) at 713.313.7173. There is a list of [actions to take](#) if you do exhibit symptoms of COVID-19.

We appreciate your understanding and flexibility during these ever-changing times. Our goal is to operate the university in a safe and efficient manner, as well as keep the safety and well-being of our students, faculty and staff as the top priority.

As always...GO TIGERS!