

Dear Union County College Community,

I have a few updates as we head into a new week.

### **Cases**

I am happy to share that no additional cases of COVID-19 within the College Community have been reported since my letter yesterday.

### **Students**

Our second week of online instruction begins, and I encourage you to reach out if you need assistance. Communicate your instructors and/or call our hotline at 908-709-7988 (or 908-709-7989 for assistance in Spanish). We are here to help you.

### **Faculty and Instructional Staff**

Please continue to support and teach your students. Your responsiveness and encouragement are making a difference with them. Let your Dean know how we can help you help them. Dr. Lown will be reaching out via email tomorrow.

### **Employees**

I have suspended the College's "Technology Appropriate Use Policy." This will allow our staff who are working remotely with College issued computers to do so without concern that later on someone will penalize them for evidence of personal use during this crisis. Additionally, ***I grant blanket approval for employees with current Health Care licenses to take on a second job working in hospitals and health care systems during this crisis.*** We are here to help you. If you or your family is having difficulty, please contact Karlene Rambaran in HR at 908-709-7144. ***We are setting up student and employee emergency funds through our Foundation. We want to help you and your family get through this.***

### **Union County COVID-19 Testing Location**

Beginning tomorrow, Monday, March 23, the Union County Board of Chosen Freeholders, in conjunction with governmental, educational and healthcare partners, will open the state's first County-run, drive-through facility for testing of the COVID-19 virus at Kean University.

***Testing is by appointment only and you must be registered through your doctor or healthcare provider.*** Union County residents, Union County First Responders and essential personnel, who have been instructed by their doctor or healthcare provider to be tested for COVID-19, must be given a prescription and registered by their doctor or healthcare provider on a secure portal where they will receive an appointment for the drive-through. This is the only way to receive an appointment to be tested. The testing location will not allow patients without vehicles to enter campus, even with a valid prescription and appointment. If you do not have your own transportation, please discuss with your healthcare provider before scheduling an appointment.

If you believe you may have symptoms of COVID-19, there is a [self-assessment tool](#) that you should use to determine what actions you can take to protect you and your loved ones' health and help determine whether you should be tested for COVID-19.

I send each of you my thoughts and wishes for good health as we continue to navigate this unprecedented situation. Stay safe.

Sincerely,  
Dr. Margaret M. McMenamín  
President