

**MEMORANDUM**

**To:** All Faculty and Staff

**From:** Corey S. Bradford, Sr., Ph.D.  
President

**Date:** July 22, 2020

**Re:** Temporary Campus Closure

A handwritten signature in blue ink, appearing to read "Corey", is placed over the "From:" field of the memorandum.

Harris-Stowe State University will temporarily close its campus to all students and non-essential personnel at 2:00 pm on Wednesday, July 22, 2020. The William L. Clay, Sr. Early Childhood Development Center will remain open for on-site childcare until Friday, July 24, 2020 and will re-open on Monday, August 10.

The University is committed to minimizing the health risks for its students, faculty and staff. During the closure, the University will disinfect and sanitize the entire campus for the upcoming Fall semester. Employees are expected to return to campus on Monday, August 10th.

All campus buildings will remain accessible throughout the rest of this week to pick up essential items needed for employees to work remotely. Employees needing access to the Henry Givens, Jr. Administration Building must use the Garrison Avenue entrance (door #3). Those needing access to other buildings must contact Public Safety Dispatch at (314) 340-3333 to request access.

The Department of Public Safety and Facilities will implement rotating schedules of coverage for the University that will be determined by their supervisors. Faculty and staff will work remotely during the closure and are expected to be accessible by phone and email. Employees are also strongly encouraged to adhere to guidelines recommended by the CDC to reduce the spread of the virus, avoid travel to high-risk states, and refrain from participating in large gatherings.

Thank you for your continued patience and flexibility as we do our part to "flatten the curve" and reduce the spread of COVID-19. We will continue to communicate any additional information and will post updates on our website at [www.hssu.edu/c19](http://www.hssu.edu/c19).