Dear Colleagues,

As you may be aware, according to Maryland Governor Larry Hogan and the Allegany County Health Department, Allegany County is currently in the red zone for community transmission of COVID-19. I want to reassure you that ACM is committed to managing the spread of COVID at all of our locations. Your health and safety are our number one concern. Our leadership is in frequent contact with the Allegany County Health Department. Our COVID Command Team is working tirelessly to monitor and manage COVID exposures of our students and employees, using guidelines that follow Centers for Disease Control and Prevention best practices.

Up to this point, and admittedly this could change quickly, campus transmission has been low despite higher rates of community transmission. We cannot, however, afford to be complacent and risk transmission.

We are in this together, and we will get through it together. You can do your part when you:

- **Self-monitor** daily for coronavirus/COVID-19 disease symptoms.
- Engage in social distancing at 6 feet – the width of a parking space.
- Wear a face mask properly while indoors or outside when physical distancing is not possible.
- Wash and sanitize your hands frequently.
- Follow building directional flow signs.
- Sign-in prior to entering a classroom, office, and department.
- Use provided disinfecting wipes to clean surfaces in classrooms, labs, and offices.

As an institution, we believe it’s better to be “safe than sorry” when it comes to this pandemic. We intend to maintain the instructional delivery option for the courses as stated in the course schedule. Some adjustments that were necessary to safely continue instruction have been made. Even though we hope it doesn’t happen, our faculty and staff are ready should we need to move quickly to virtual instruction and support services.

In these uncertain times, we want you to have some things you can count on. Trust that we are doing everything we can do to manage this pandemic, while keeping you safe and continuing our educational mission. We are committed to continue our direct and transparent communication with you and keep you up-to-date with what we know.

Remember...Be safe. Be smart. Be successful.

Sincerely,

Dr. B.