

Dear ACM Students,

I want to take a moment to update you as our College continues to respond to the COVID-19 pandemic.

As you are aware, all ACM credit courses will be offered online beginning this upcoming Monday, March 23 and continuing through at least Sunday, April 5. It is possible that courses may continue online past that date.

ACM is now operating under strict protocols in an effort to protect our students, staff, faculty, and community. Many ACM employees – faculty and staff at all levels – are currently teleworking.

Your academic success during this highly unusual semester is very important to us. We know that much is uncertain, but we want you to succeed in your academic pursuits. To that end, we have some advice and updates.

#### Online Classes

- Please check in with your faculty members if you have questions about your online coursework, clinical hours or field experiences.
- Students are not required to be on campus while credit courses are online.
- If you're new to taking online classes, consider taking an online, self-paced "Brightspace for Learners" tutorial before next Monday. To access the online registration form, login at [allegany.brightspace.com](http://allegany.brightspace.com) with your ACM email and username.
- Technical support is available 24/7 through Brightspace.

#### Student Services

- Please continue to utilize our Student Services.
- Email [jengelbach@allegany.edu](mailto:jengelbach@allegany.edu) or call 301-784-5656, in lieu of in-person meetings.
- ACM staff is available to answer questions, advise you on your courses, provide tutoring, discuss financial aid and scholarship options, and help you register for classes, etc.
- We will also utilize online platforms like Live Chat, GoToMeeting, and/or Skype.
- Online tutoring is available through ThinkingStorm from 10:00 a.m. to 4:00 p.m. daily at [www.thinkingstorm.com/acm/](http://www.thinkingstorm.com/acm/).

#### ACM Testing Lab

- Please call 301-784-5551 to schedule your test in advance. Hours of operation will be from 8:30 a.m. to 4:30 p.m. Monday through Friday.
- The Testing Lab will limit the number of students testing on computers to seven at one time. Staff are taking extra safety precautions and practicing social distancing.

#### Willowbrook Woods Student Housing

- Willowbrook Woods is open for residents as of noon on Sunday, March 22.
- No social gatherings are allowed at this time. Visitors must be granted approval to visit residents.
- Residents with questions should email [willowbrookwoods@allegany.edu](mailto:willowbrookwoods@allegany.edu).

#### Bookstore

- The ACM Bookstore is open from 8:30 a.m. to 4:30 p.m. Monday through Friday. We encourage you to utilize 24/7 online ordering at [bookstore.allegany.edu/college](http://bookstore.allegany.edu/college).

#### College Library

- ACM is limiting the use of its library to only current ACM students, faculty, and staff beginning Monday, March 23 and continuing until at least Sunday, April 5.

#### Cumberland Cafeteria

- Metz Culinary Management will provide limited “to-go” food options from 10 a.m. to 2:00 p.m. Monday through Friday until at least Friday, March 27.

#### The Pantry

- The Pantry, which provides food and personal care products to students in need, will be open by appointment by emailing [thepantry@allegany.edu](mailto:thepantry@allegany.edu) or by completing the request form <https://www.allegany.edu/the-pantry/>

#### Athletics

- All spring 2020 semester sports are canceled by NJCAA mandate. Student athletes will retain their eligibility. ACM pool and fitness center are closed until further notice.

#### Culinaire Café

- Culinaire Café in the Gateway Center in Downtown Cumberland will be closed until at least Monday, April 6 and will tentatively reopen on Tuesday, April 7.

#### Continuing Education and Workforce Development

- Non-credit classes and training through the ACM Center for Continuing Education and Workforce Development continue to be suspended through at least April 5.

We ask that students who exhibit symptoms (fever, cough, and shortness of breath) refrain from visiting the College. If you suspect you are infected with the virus that causes COVID-19, contact your healthcare provider by phone for additional guidance.

Please monitor ACM’s COVID-19 webpage ([www.allegany.edu/coronavirus](http://www.allegany.edu/coronavirus)) and your student email for continued updates. If you have questions, please contact the ACM Advising Center at 301-784-5656 or email [jengelbach@allegany.edu](mailto:jengelbach@allegany.edu).

Thank you,

Dr. Cynthia S. Bambara

