

**From:** [Michael Taylor](#)  
**Subject:** Letter to the Community regarding the Coronavirus Disease (COVID-19)  
**Date:** Friday, March 06, 2020 6:34:13 PM  
**Attachments:** [image001.png](#)  
[image005.png](#)

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Dear Urban College Community,

Urban College has been monitoring and preparing for the possible impact of the Coronavirus Disease (COVID-19) on our community. We are closely following the outbreak of the Coronavirus to ensure that appropriate and timely measures are being taken to keep our College community safe.

There have been a few hundred cases of this virus in the United States, however we do recognize the impact Coronavirus has already caused in countries around the globe where many of our community members have families and friends. Our first and foremost thoughts are for your loved ones health and safety, wherever they may live.

We urge everyone to keep informed and follow the guidance of the Centers for Disease Control and Prevention (CDC) and your medical professionals. That's what we are doing here at Urban.

We have increased our health maintenance supplies for your use, including soap, hand sanitizers and paper towels. We are coordinating with our buildings cleaning staff to take extra steps that can help to prevent the spread of germs. We have been and will remain in touch with the MA Department of Public Health and the Boston Health Commission.

We encourage you to use your best judgement. Do not attend class if you have symptoms of the Coronavirus (COVID-19). Urban College will make accommodations for those who are unable to attend class whether it be a student or faculty member.

As always, the health and safety of our students, faculty and staff remain our first priority. We will continue to monitor the situation closely so, please be on the lookout for communications from me and other leaders of the Urban College community.

In the meantime, please take care of yourself and those around you. The CDC recommends everyday habits to help prevent the spread of several viruses including proper handwashing visit: <https://www.cdc.gov/handwashing>. The MA Department of Public Health has created a website which is updated constantly with the latest guidance, including printable fact sheets in multiple languages, visit: [www.mass.gov/2019coronavirus](http://www.mass.gov/2019coronavirus). More detailed information and additional guidance is available from the CDC at [www.cdc.gov/coronavirus/2019-ncov](http://www.cdc.gov/coronavirus/2019-ncov)

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Michael Taylor". The signature is written in a cursive style with a vertical line to its left.

Michael Taylor

President

Urban College of Boston

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