



ELMIRA COLLEGE

OFFICE OF RESIDENCE LIFE

Friday, March 13, 2020

Dear Residential Students,

As you adapt to courses being moved online, you have the choice of whether you will remain living on-campus or will be checking out and living elsewhere. Either way, you need to complete one of the following forms no later than Sunday, March 15th at 12:00 noon. Please understand the College is not closed, but we are modifying our operations in order to keep our campus community safe.

Going Home:

[Form to Check-Out of Housing](#)

If you choose to check-out, you may keep your room key and leave items in your room - our hope is that you'll be able to return for on-site classes for Term 3. If that doesn't happen, we'll coordinate move-out options at a later date/time. Before you leave, please discard of all garbage in appropriate trash receptacles, and remove all food items from your room. Please also empty, unplug, and defrost your refrigerators/freezers (except in the Cottages, where they should be emptied, but left plugged in). Lastly, please close and lock your room windows, and pull the shades closed. Within 24 hours of you leaving campus, your ID card access will be turned off. In order to return, you will need to contact Residence Life at reslife@elmira.edu at least 72 hours in advance before the date you intend to return, and may not return until given written permission to do so.

Staying On Campus:

[Form to Remain Living in your Residence Hall](#)

If you opt to remain on-campus, you must complete the above form. Starting on Monday, March 16th, until at least the end of Term II, the College will be restricting the number of students who may gather together in specific spaces at any given time in order to prevent the spread of the Coronavirus (COVID-19):

- Cottages: No more than 10 total students in any given Cottage
- Double-Occupancy Rooms: No more than 6 total students
- Single-Occupancy Rooms: No more than 3 total students

- Suite-style rooms with a Common area: No more than 8 total students
- Building Lounges: No more than 20 total students
- Communal Pantries, Laundry Rooms, Bathrooms: No more than 5 students
- Hallways: No gatherings
- Outdoor Spaces on Campus: No more than 20 students
- Dining Hall: No gatherings
- Starbucks, Mackenzies, Harris Cafe: No Gatherings
- Other communal lounge spaces: No more than 20 students

Dining Services:

The College and Parkhurst have decided that **starting Monday, March 16th**, the Dining Hall will move to limited hours and menu options and will not permit students to sit and eat in the dining eatery area, rather, students will be served food in disposable to-go containers and asked to eat in other locations. Each residence Hall will be assigned a specific time-frame during which students from that residence hall may enter the dining hall, get themselves food/drinks, then leave the dining hall to eat. As we test this system, stay tuned for updates. Each student may only enter during the specific time their residence hall is allotted below:

- Perry/Tompkins: Breakfast 8:00-8:15, Lunch 12:00-12:15, Dinner 5:30-5:45
- Meier/Cottages: Breakfast 8:15-8:30, Lunch 12:15-12:30, Dinner 5:45-6:00
- Anderson: Breakfast 8:30-8:45, Lunch 12:30-12:45, Dinner 6:00-6:15
- Columbia: Breakfast 8:45-9:00, Lunch 12:45-1:00, Dinner 6:15-6:30
- Alumni: Breakfast: 9:00-9:15, Lunch 1:00-1:15, Dinner 6:30-6:45
- Students who want a 2nd helping/Missed their time zone: Breakfast 9:15-10, Lunch 1:15-2, Dinner 6:45-7:30

Starbucks will remain open next week from 8 am to 5 pm, but will be closed on weekends for the remainder of Term II. Mackenzie's last night of operations for the Term will be Sunday, March 15th, Harris Cafe will cease operations after March 13th.

Behavioral Expectations:

We ask for your complete and total cooperation during this time of the year, and would like to engage in meaningful discussion if you believe there is a better way to operate than what is established. All students who remain on campus are expected to follow all portions of the Code of Conduct. Please show respect for College and Parkhurst staff; keep in mind that our actions are necessary to keep our campus community safe. We will be doing our best to offer engaging programs to smaller groups of students within the residence halls.

Housing Selection:

The Office of Residence Life will follow the same order for selection Housing, but will do so remotely, without students present. Stay tuned for additional information as we develop a final plan for this.

Questions/Concerns:

If you believe you have been exposed to the Coronavirus (COVID-19), you must immediately self-quarantine yourself and report it to the Clarke Health Center (M-F, 9-4:30 pm, 607-735-1750), or Residence Life (M-F, 9-4:30 pm, 607-735-1821 or reslife@elmira.edu).

Campus Safety will continue to operate 24/7. Please contact them any time at 607-735-1777.

Residence Life staff will remain on-campus, will be completing rounds, and is available to help. Please contact the RLC on Duty at 607-873-4539 if you have an emergency.

Thank you,
Nate Friesema
Assistant Dean of Students