



ELMIRA COLLEGE

OFFICE OF HUMAN RESOURCES

March 25, 2020

To our Graduate Assistants:

The College is complying with New York State Governor Cuomo's work-from-home order for all non-essential staff and the practice of social distancing. If you are unsure if you meet the essential employee classification, please contact your supervisor.

For your protection as well as your housemates, if you leave your GA housing to travel anywhere besides campus, local grocery stores, local convenience stores, or local pharmacies, you will not be permitted to return to campus unless you undergo a self-quarantine in your GA house for 2 weeks.

As a reminder the dining hall is open with limited hours.

- Breakfast - Cold, boxed Breakfast to be received at the same time dinner is picked up the previous evening. Students will store overnight and have their breakfast handy when they are ready for it.
- Lunch - Pick Up Time between Noon - 1 pm (Cold Lunch)
- Dinner - Pick Up Time between 5 pm - 6 pm (Hot Dinner)

The Campus Center doors will ONLY be open for 15 minutes prior to the pick-up start time, and for 15 minutes after the pick-up end time.

If you have any questions or concerns, please reach out to your supervisor or the Office of Human Resources.

Stay Safe and Healthy,

Office of Human Resources