



## **IMPORTANT NOTICE: Change in Course Delivery**

To WMCC Students,

Although you are on spring break, you most likely are not escaping news surrounding the Coronavirus. We are all finding it difficult to keep up with the latest updates. I am reaching out to you today to assure you that White Mountains Community College has your safety and well-being as our highest priority. We are also committed to act in ways that support the public health concerns of our communities and the state. With this in mind, here are some updates you need to be made aware of:

**Our Facilities:** Our buildings have been closed to the public, but currently remain open to students, faculty and staff. The library is currently open as well for student use.

**Academic Programs:** Planning is well underway **to move** as much of **our coursework** as possible **to online learning**, and we will be positioned to make this shift after spring break, **beginning on Monday, March 23**. This means face-to-face classes will not be meeting on the campuses. There will be some isolated labs still occurring in alternative formats while exercising extreme caution and practicing social distancing. If your academic program is one of those involved, you can expect to hear from your instructor(s) directly. Please do not come to the main campus in Berlin, or either of our academic centers, in Littleton and North Conway, unless you are participating in a lab and your instructor has reached out to you with the specific plan that has been put in place. We anticipate this change to be in effect at least until April 3, with an evaluation and updates being provided at that point.

**Technology:** In a separate email, we will be reaching out to all students with a survey, to determine if you have the required technology to participate in online learning. We will want to know if you have internet access where you live, and if you have a device (computer, laptop, tablet, smartphone, etc.) that you can use for your coursework going forward. If you do not have the technology, we will work with you on an individual basis to put something in place. Please be watching for the survey. **NOTE:** if you do have the necessary technology, you do not need to complete the survey.

**Personnel:** At this point in time, offices at all locations are operating. I would encourage you to contact the individual you are hoping to meet with prior to travelling to one of our locations to ensure that they are in the office. Because public schools are closed across the state, some staff members are working remotely so that they can be home with their children. You can call specific offices, or contact our Welcome Center at 603-342-3050 for assistance. You can also email staff directly. To find emails and direct phone lines to college personnel, please visit the WMCC directory on our website: <https://www.wmcc.edu/directory/> We will continue to provide

student services (counseling, tutoring, accessibility services) as you are accustomed to. Should there be a need to take those services online, we will let you know.

**What I have outlined above is where things stand at the moment.** As you know, everything is changing quickly and we may need to put more drastic measures into place. In this rapidly changing situation, we will do our best to keep the lines of communication open so you are informed of developments and expectations.

Any major announcements will be sent via our RAVE alert system. You may also check our college website at <https://www.wmcc.edu> for updates.

I know these are challenging times, but the WMCC administration, faculty and staff are committed to you and to providing educational services.

Please take care of yourselves and your family members as we work through these less than ideal times.

As always, please feel free to reach out to me directly. My email and direct phone number are listed below. Do not respond to this email as it will not make it to my inbox.

Best regards,

*Martha*

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