



Wayne County Community College District

District Office

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Human Resources

MEMORANDUM

TO: All WCCCD Employees

FROM: Furquan Ahmed, Vice Chancellor, Human Resources

SUBJ: Coronavirus (COVID-19)

DATE: March 14, 2020

Good Afternoon,

WCCCD continues to follow the guidance of the Centers for Disease Control and Prevention (CDC), the Michigan Department of Health and Human Services, the Office of the Governor and the Wayne County Health Department. WCCCD is taking measures to protect its communities while continuing to deliver courses and services in a manner that is appropriate given the current circumstances. As we are closely monitoring the global developments associated with the coronavirus (COVID-19) and are taking proactive steps in response to assure the health and well-being of our students, faculty and staff, and the communities we serve. In the event WCCCD employees have a need to utilize their employee sick leave between March 16 to April 5, 2020, these occurrences will be considered as excused absences.

We are working continuously to prepare for the unprecedented and urgent situation caused by the coronavirus and will be in communication with students, faculty and staff, and other members of the WCCCD family as we collectively address the challenges before us.