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**To:** [libnews-l@lists.illinois.edu](mailto:libnews-l@lists.illinois.edu)  
**Subject:** COVID-19: follow-up to Chancellor's March 16 message  
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All,

As a follow up to the Chancellor's message yesterday ("No more face-to-face instruction and students asked to move home"), I want to clarify what this means for the Library.

The Chancellor and the Provost have asked that we do all we can to ensure continuity of library services in support of teaching and research while at the same time crafting a strategy to mitigate risk. In order to do that, our approach has been to ensure robust virtual services (including consultation and access), employing careful strategies to provide access to physical collections, and offering a small window of availability to facilities for those who presumably have no other means of access. As part of this strategy, we must do what we can to keep all of our staff gainfully employed.

For many, work can be done remotely, and we encourage that; very soon, we will send out additional messages regarding remote work eligibility and support mechanisms. The messages will also describe the process by which supervisors will coordinate work with their direct reports. For some, this will entail work on site. In the case of on-site work, we must do all we can to facilitate this with appropriate social distancing and any other measures we can use to keep our employees safe. We know that it will take all of us--academic, civil service, hourly, and student employees--to succeed in this work, and the system is giving us a great deal of flexibility in developing viable strategies for all employees.

The role of supervisors in all of this is critically important. Both Chancellor Jones and Provost Cangelaris have emphasized the importance of coordinating with leadership as we craft strategies and adapt to changing circumstances. I remain in touch with Provost Cangelaris so that we can adapt our strategy if circumstances change. Please ensure that your interpretations of directives from the campus and library are approved by your supervisor. Your supervisors, the AULs, and I will all do the same.

Thank you all again for the outstanding work you've done in adapting to these trying circumstances. Be well!

John

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