



June 15, 2020

Dear Members of the University Community,

The University is sending regular updates once per week on Mondays. Other notices will be sent by the President, other members of Cabinet or members of the University community when necessary.

Get Up-to-date Information at www.scranton.edu/covid-19.

Key Information and Communications to Expect This Week

- Scott R. Pilarz, S.J., President, will provide additional details to the University community regarding **the return to on-campus class instruction for the fall semester.**

Updates

- The University will begin **the gradual reopening of campus on June 22.** Plans developed by University departments will limit the number of staff members returning to campus and will meet or exceed CDC and state health and safety guidelines, which include social distancing and the requirement of wearing a mask on campus.
- Students who have completed their degree requirements and fulfilled all obligations to the University will have their **diplomas mailed to their official mailing address today**, June 15. When shipped, the USPS tracking number will be emailed to each student's scranton.edu email address. Questions regarding diplomas may be directed to registrar@scranton.edu.
- **Printing and Mailing Services will begin summer hours on Monday, June 22.** Service will be offered only from the Jefferson Avenue building Monday through Friday from 8 a.m. to 3:30 p.m. Effective June 22, mail and package delivery will also resume once a day to departments on campus which are open; departments will no longer need to pick up their mail from 315 Jefferson Avenue. Additional information will be posted in the My.Scranton portal within the next two days. Questions may be emailed to valarie.clark@scranton.edu

· **Zoom support drop-in and topic-specific workshops** are on hold for the summer. IT plans on resuming Zoom sessions before the start of the fall semester. For continued support with Zoom, please contact the Technology Support Center. Visit the IT website for [daily hours of operation](#).

- Phone: (570) 941-4357 When leaving a phone message, make sure to leave your name, phone number and a description of your problem, so our team may assist you.
- Email: techsupport@scranton.edu
- Enter a ticket in Royal IT Support (authentication required).

You should expect your next regular update on Monday, June 22.

Sincerely,

Robert W. Davis Jr., Ed.D.
Vice President for Student Life

Jeff Gingerich, Ph.D.
Provost/Senior Vice President for Academic Affairs

Patricia Tetreault
Vice President for Human Resources