Dear CYFS students,

Please read through this entire email. I know there's a lot here, and I'll try to keep these emails to a minimum in terms of frequency. We just want you to be updated with all the information we're receiving.

**PRACTICUM**

As you know, through careful monitoring of the emerging novel coronavirus (COVID-19) pandemic and assessing all available sources of information, PSU and our School have decided that all classes will be conducted remotely beginning today, March 13th, through at least April 17th. Please note that this projected timeline may change as we receive more information from government and public health officials, other schools of social work, and community partners.

Considering all factors, CYFS (consistent with the SSW Field Education Program) has made the difficult decision that for now, CYFS students are no longer able to be on-site at agency sites. As of Monday, March 16th, and through at least Friday, April 17th, we are temporarily suspending all in-person field placement activities. While students will not be present in their field agencies we hope alternative field activities can be identified, as discussed in more detail below.

We made this difficult decision to protect your safety, to protect the community from COVID-19 transmission, and to ensure that agency staff can focus on the emerging crises. We don't make any decision like this without deep consideration - we understand that taking this step impacts client services, agency and organizational functions, communities, and student learning. This is a challenging and stressful time, and we appreciate your flexibility and resilience. We certainly encourage students, as you assess your own capacity, to join with community efforts to address the impacts of this current crisis on the most vulnerable in our communities while attending to health and safety precautions. And yet, we are trying to make the most appropriate decisions possible in light of the public health recommendations. We believe it is our ethical responsibility to heed the warnings to practice social distancing in our effort to flatten the curve.

**Your responsibilities moving forward with Spring practicum placements**

- Keep tracking hours accrued toward your practicum to date.

- Work with your supervisor and Practicum Instructor (Dr Staci Martin) to revise your learning agreement. Please begin this task immediately. The time you spend developing this plan next week is in lieu of your on-site field hours; please log them on your timesheet. I've included an attachment with examples of possible off-site activities.

- Schedule and attend weekly supervision virtually or by phone.

- Devise a plan for communication with your practicum site. Get clear on expectations.

- Communicate directly with me or Staci any concerns you have about your placement. This includes any worries about finishing hours or graduating. Our program is here to support you throughout this process. If you're completing CFS 497 or CFS 498 during WINTER term, you should have already received an email from Staci with instructions for finishing out the term.
Work to be supportive to each other and your field sites during this time.
- Remain responsive and communicative with your site
- Share ideas with one another when it comes to activities and tasks to partake in at home
- Stay connected with one another, and with us...even at a distance
- Follow all recommendations offered by public officials

Our aim is to resume regular practicum placements as soon as possible. We will do our best to continue communicating with you as soon as we have more information.

ZOOM TRAINING

As I mentioned in my email from late last week, you can assume that much (if not most) of your classes will be using Zoom to deliver content once Spring term starts. I know many of you are not yet familiar with Zoom, so we've identified some resources to help you get started:

https://portlandstate.atlassian.net/servicedesk/customer/portal/2/article/44721022
https://oaiplus.pdx.edu/blog/2019/09/19/getting-started-with-zoom/
https://support.zoom.us/hc/en-us

You can also access recorded Zoom trainings by logging into Zoom via D2L. To do this:

- Open your D2L shell for any course offered Winter or Spring term. Go to the "People" tab, and click on "Zoom Meetings." From there, click on "Get Training" on the far right. Once you're there, scroll to the link for "Zoom Meetings for Education." The first 15 minutes or so of that link are probably the most helpful for students new to the technology.

Be aware that you can use Zoom on pretty much any desktop, laptop, tablet, or smart phone. If you're using a tablet or phone, though, you'll want to download the Zoom app before logging into a call. Give yourself an extra 5 minutes or so to do that before the start of your first meeting.

LIBRARY

I also want to share this message from our Subject Area Librarian, Anders Tobiason, about resources the library can offer as we move into a remote spring term:

Hi,

As classes move to remote instruction, I thought I would share a few things from us here at the library. One of my colleagues, Emily Ford, has developed and published a library guide regarding COVID-19. It's not linked anywhere on the library website yet, but I hope it will be soon. I am maintaining this guide and anticipate information on our response to change daily. The guide is focused on students, and therefore does not offer links to online teaching resources. One of my professional fears about COVID-19 is that students will go down the youtube and fake news holes of misinformation. This guide attempts to help with that, offering links to evidence-based reliable information sources.

As far as Library Administration's response, I can share with you that we are increasing the number of laptops available for students to check out, and the checkout period is being extended (I don't yet know how long the checkout period will be).

We have heard that although classes are moving online, the Library will remain open.

I, personally, will be working remotely as much as possible. As I have always done, I offer students (and faculty!) the option to make phone or online (Skype, Zoom, Hangouts) appointments with me.

If you would like to search our catalog to see what kind of online materials we already have available, you can use this widget to look for streaming films and music: https://library.pdx.edu/research/streaming-films-and-music/

Also, you may use the widget to hone in on ebooks as well: https://library.pdx.edu/research/ebooks/

And don't forget the broad array of resources that can be found in our databases:
https://guides.library.pdx.edu/az.php

Also, please always remember to check the CFS Subject Guide, https://guides.library.pdx.edu/cfs, for help with resources.

Please feel free to contact me for any support we, at the library, can offer.

Thanks

Anders
Whew. I think that's all for now. Please continue to practice social distancing, wash your hands, and take good care of yourselves, your families, and one another. We're in this together, and we're going to figure it out.

Ben

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Pronouns: he/him/his