

Kelli Kilpatrick

March 20, 2020 5:50PM

Graduate Business Program Students,

As the week comes to a close and we look toward beginning classes next week, I wanted to reach out with a few updates. There will be additional information coming early next week as well.

Everyone at Mendoza has been working tirelessly on the steps necessary to pivot to online instruction. By now, you have seen the March 18 email from [Notre Dame President John Jenkins](#) announcing that in-person classes will be suspended for the entire duration of the semester. In that message, he also indicated that we still plan to hold Commencement as scheduled on May 17, a date that is outside of the eight weeks covered by the CDC guidelines. We recognize, however, that it may be necessary to change those plans as the situation develops.

We hope to know more in the next two to four weeks. If we are not able to hold Commencement on May 17, we will explore the possibility of holding the event later in the summer. We will, of course, keep everyone informed.

We know that your student experience has changed in significant ways and that you must be experiencing great disappointment. Our hearts hurt for you and we wish the circumstances were different. We remain committed to taking whatever actions we can to ensure you the best educational experience possible. Here are some further details to note:

Mendoza curve: We are suspending the Mendoza grading curve for the spring semester. Details are still being worked out, and we will be communicating our revised approach to course grading to all students early next week, once the details are finalized.

Add/Drop Deadlines: These were communicated in this week's Student Services newsletters. I'll add them here as a reminder:

- **Add Deadlines**
 - Last day to add a Mod 4 Monday/Wednesday class: **Tuesday, March 24**
 - Last day to add a Mod 4 Tuesday/Thursday class: **Wednesday, March 25**
- **Drop Deadlines**
 - Last day to drop a Full Semester class: **Friday, April 3**
 - Last day to drop a Mod 4 class: **Friday, April 10**

Building access: Policies governing access to the Mendoza, Stayer and other University buildings including the Hesburgh Libraries are changing rapidly. Thus, in case Mendoza moves to 24/7 card access at some point in the near future, please have your ID card with you at all times. Let me emphasize, you are highly encouraged to stay home and study remotely.

Resources for virtual learning: If you find yourself insufficiently equipped with the resources necessary to engage virtually, reach out to the GBP Student Services team and they will advise you accordingly. We are committed to ensuring that all students are able to complete their course requirements in this new teaching mode.

Administrative staff support: All of the Graduate Business Programs administrative teams are now working remotely and utilizing virtual tools to collaborate with each other and with students. After a week of transitioning to a fully remote working team, I am proud to say that the entire team has adapted well to this new way of working together. All of us are sufficiently equipped to serve you as you begin classes next week, so call on us.

Notre Dame continues to provide updates at the [coronavirus website](#). Please continue to utilize this site as a resource.

All throughout this last week, I have seen such tremendous examples of agility, flexibility, compassion and understanding from among the staff, administrators and faculty. I said to someone earlier today that we are experiencing the truth behind the old English proverb, “necessity is the mother of invention,” as we are all coming together out of necessity and stretching further, digging deeper and thinking more creatively than ever before.

Thank you for your patience, compassion and flexibility. Thank you for understanding that we are facing unique challenges and working just as hard and fast as we can to make the necessary changes to continue to deliver the quality education that you expect from Notre Dame in this extraordinary time.

As always, should you have specific questions, ***please send them directly to me*** (kkilpatr@nd.edu). Additionally, should you want or need to contact GBP outside of normal business hours, contact me on my cell at 979-204-6660.

In Notre Dame,

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Out of concern for the safety and well-being of our campus community, the University of Notre Dame has suspended in-person classes for the remainder of the semester and is moving instead to online instruction. In addition, staff are working from alternative locations. We remain committed to conducting our work and providing services as close to normal as possible. However, there may be a delay in response to your message as our teams become oriented to our new work mode.