Xavierites, 
 
The World Health Organization has declared the coronavirus outbreak a global health 
emergency. The United States Department of Health and Human Services is instructing 
Americans not to travel to China at this time. 
So as to ensure the health and safety of the Xavier community, the University is prohibiting all 
Xavier employees and students from traveling to China on university business until further 
notice. 
With no confirmed cases of the coronavirus in Louisiana, we have no reason to believe that the 
Xavier community is at elevated risk. 
Out of caution, we ask all supervisors to notify Kevin Wolf, Associate VP of Human Resources, if 
they have any employees who have travelled to China within the last two weeks (after January 
18th
, 2020). Also, any Xavier employee with a member of their household who has been to 
China as of the last two weeks should notify Mr. Wolf. 
According to the Centers of Disease Control and Prevention (CDC) guidelines, we also requiring 
any university employee returning from the China to self-quarantine for 14 days from the date of 
return. Please note that employment status will not be negatively impacted, and those 
individuals will be compensated during their self-quarantine. 
Should you have any questions and or concerns, please contact the Office of Human Resources 
at 504-520-7537.