HEALTHY AT TRANSY A PLAN FOR RETURNING TO CAMPUS 2020-21



June 17, 2020



Dear Transylvania Community,

Throughout Transylvania's long history, our institution has been required to be resilient and even reinvent itself to meet the challenges of changing times. As we approach the 2020 fall term, we are once again called upon to embrace our Pioneer spirit to nimbly adapt to a global pandemic.

After several months of in-depth review and discussion, our university's Reopening Steering Committee has endorsed a plan we call <u>Healthy at Transy</u>, a flexible framework that will allow us to return to in-person instruction and on-campus housing along with full academic support services this August.

It will require all of our community — faculty, students and staff along with alumni and visitors — working together to make the fall in-person instruction happen, and we will all have to be prepared to accept some inconveniences for the protection of our fellow community members. It is our shared responsibility to keep our classrooms, residences and facilities safe for our entire community. That will mean regular health and temperature checks, enhanced cleaning protocols, wearing masks, sanitizing work and living spaces and, in some cases, accommodating distance learning.

Our campus experience this fall will undoubtedly be different than in years past. However, together we will continue to focus on our core value of engaging with the liberal arts to prepare our students for their futures. What better way to truly embody our university's mission than by living out the values of independent thinking, open-mindedness and creative expression during these uncertain times.

JLN. Will

/ Dr. John N. Williams '74 President

Brien Lewis President-Designate

HEALTHY AT **FTRANSY**

A PLAN FOR RETURNING TO CAMPUS

Transylvania University will return to in-person instruction and resume on-campus housing along with full academic support services this August. Under the Healthy at Transy plan endorsed by the university's Reopening Steering Committee, there is a clear understanding that we will all need to remain flexible in the face of changes necessitated by the global COVID-19 pandemic.

Our return to campus includes a carefully considered reopening of our educational and co-curricular programs using the best evidence available to protect the health and safety of all members of the Transylvania community.

Definitive medical information on the prevalence and virulence of COVID-19 is still changing. As a result, the planning assumptions we are making now may prove inaccurate and force a quick change in direction, such as a return to remote instruction for some or all of the fall term. A key to our success will be remaining adaptive to the evolving environment.

F Guiding Principles

In our planning, we are guided by these principles to:

- Base all decisions on protecting the health and safety of our students, faculty, staff and visitors.
- Make decisions consistent with our mission as an institution.
- Sustain the quality and accessibility of our academic programs and student support services while remaining nimble and adaptive.
- Base our plans on the benchmarks and guidelines established by the federal and state governments.
- Listen to our constituents.
- Communicate our plans to the Transylvania community and beyond.

Our Healthy at Transy plan will be regularly updated as new information becomes available for students, faculty, staff and visitors. Please use our website as your source for the latest updates from Transylvania, and know that we look forward to this new school year and to bringing our campus community back together again.

Academics

In May, <u>we announced our move to a modular curriculum</u> for the 2020-21 academic calendar. Transylvania's academic year will be structured in six modules. First-year students will participate in Module 1, a one-week First Engagements seminar beginning Aug. 23. In Modules 2-5, most students will take two courses over seven weeks, with classes beginning Aug. 31. Transylvania's traditional four-week May term is Module 6.

Classrooms are being reviewed to allow social distancing requirements. Some classes may be offered via remote learning to accommodate faculty members who are designated for health reasons as high risk for COVID-19. Some classes may use a hybrid course model of in-person and remote learning elements to accommodate students who are designated as high risk for COVID-19 and to ensure social distancing for the protection of all students and faculty.

The university continues to develop contingency plans for courses to move to full remote learning if public health concerns and/or government directives require such action.

Additional information will be provided as it becomes available, including:

- Plans for faculty and students in at-risk categories to conduct their courses remotely.
- Specific public health protocols to include social distancing guidelines and wearing of masks in classrooms for in-person instruction.
- Specific public health protocols for academic facility common spaces.

Accommodations

Students with any health condition that may make face-to-face instruction difficult in the fall term due to COVID-19 concerns will need to complete this <u>request form</u> and provide medical documentation to the <u>Office of Disability Services</u>. Waivers will be granted on a term-by-term basis (fall, winter). Students living on campus will not be considered for a face-to-face instruction waiver.

Academic Calendar (Fall 2020)

The following outlines the fall 2020 academic calendar, which is still subject to change.

• Module 1: First Engagements

August 17-21	Monday-Friday	Phased move-in for first-year students
August 23	Sunday	First Engagements begins
August 27	Thursday	First Engagements ends
August 24-29	Monday-Saturday	Phased move in for upperclass students

🎔 Module 2: August 31-October 19

August 31	Monday	Classes begin
September 7	Monday	Labor Day holiday
September 23	Wednesday	Midterm progress reports due
October 16	Friday	Last day of classes
October 19	Monday	Final exams
October 20-25	Tuesday-Sunday	Module break

🎔 Module 3: October 26-December 18

October 26	Monday	Classes begin
November 18	Wednesday	Midterm progress reports due
November 25-29	Wednesday-Sunday	Thanksgiving break
December 16	Wednesday	Last day of classes
December 17	Thursday	Reading Day
December 18	Friday	Final exams
December 19-January 3	Saturday-Sunday	Module break

Campus Events

The health and safety of the Transylvania University community are our highest priorities. Most regular events, ceremonies and campus activities will be held in a modified format involving virtual participation and/ or with a specific pre-approved plan for distancing and cleaning.

Details will be announced on an event-by-event basis.

Campus Facilities

In accordance with state <u>Healthy At Work</u> guidelines and CDC recommendations, Transylvania will implement the following COVID-19 sanitation protocols:

- Personal protective equipment (PPE) will be used across campus, with face masks required in all common areas, including classrooms (see below).
- Campus buildings will limit entry and exit areas and implement one-way stairways to assist in housekeeping and social distancing. Elevators in buildings may be limited as well.
- Most public gathering areas will be closed, or furniture will be limited and distanced.
- Multiple hand sanitizer stands will be available in all facilities.
- Transylvania's housekeeping staff will assist with providing enhanced cleaning for individual bathrooms in students' rooms/suites. Students will also be provided with cleaning supplies for their own rooms and bathrooms.
- Enhanced and expanded cleaning protocols will be implemented both on a regular basis and for addressing any known positive cases.

Campus Tours

Daily on-campus admissions visits are tentatively scheduled to resume July 1, pending COVID-19 state guidance developments. The campus visit will consist of a 90-minute walking tour of both the academic and residential sides of campus with a student ambassador, as well as a 30-minute virtual admissions session with a counselor. Optional additional virtual meetings with coaches or offices may be added, based on availability.

We will begin with one tour time a day, limited to one family, and will increase visits and flexibility over time.

Students and families will be expected to adhere to Transylvania guidelines during the visit experience to protect themselves and others. Some of these expectations will include:

- Required wearing of a mask for the duration of the visit.
- A symptom assessment of visitors prior to arrival.
- Adherence to 6 feet of social distancing.
- Maintaining proper hygiene by washing hands or using hand sanitizer provided on campus and refraining from touching surfaces while in academic and residential buildings.

The admissions lobby will be closed during this time; however guidance for arrival and the tour experience will be provided via email and text upon registration. Restrooms will be available in the Glenn Welcome Center.

Class Registration

Fall registration for current students will be June 22-24, and for incoming first-year students on June 26 and 29. Faculty will be available to meet with advisees to plan for classes prior to the registration dates.

With the fall modules:

- Students will register for Modules 2 and 3 at the same time.
- Students should consider taking 2-2.5 units and no more than 3 course units per module, but can take up to 4.75 units across both modules without overloading.
- Students are still eligible for a free overload course if they did not take a course in May 2020 or summer 2020.
- Students should avoid two lab courses or writing-intensive courses in a single module.

The fall course schedule is available for review online on Monday, June 15. Students are encouraged to reach out to and work with their advisor prior to registration.

Dining

Bon Appétit Management Company's corporate office is working on a detailed plan for providing campus dining options. Initial planning includes options for:

- Meals served from a protected serving line into single-use containers.
- Pre-packaged fresh food in various pickup locations on campus.
- Takeout meal options at every service.
- Limiting the total number of people inside the dining facilities at any given time to achieve appropriate physical distancing of diners.
- Reorganization of seating to maximize social distancing.
- Possible online ordering.

Health and Wellness

COVID-19 Testing

Transylvania is following local and state public health guidance to develop a plan for COVID-19 student and employee testing, containment, tracing and physical and mental health care.

Students who test positive for COVID-19 at any point after returning to campus will need to be isolated from other students. A number of spaces in a Transylvania residence facility will be reserved for initial/ temporary isolation.

Employees who test positive for COVID-19 will be asked to self-quarantine and not return to campus until they have a negative test result. Additional information on returning to campus following a diagnosis or positive test will be forthcoming.

Any employee who has been or may have been exposed to someone diagnosed with coronavirus may not return to campus for a minimum of 14 days, and they must test negative within 48 hours prior to returning. Eligible employees may submit <u>an application for emergency paid leave or a sick leave bank request</u> <u>application</u> for this time period if they are unable to work remotely.

All employees with any other illnesses or symptoms should also stay home for the duration of the illness. Eligible employees may submit an application to the sick leave bank as needed if they do not have leave to cover their illness.

Additional information is available to employees on the human resources intranet website.

🎔 Personal Protective Equipment

COVID-19 can be spread by people without symptoms or who are unaware they are infected. Transylvania is working with local and state business, government and community leaders to ensure an adequate supply of PPE, test options and other COVID-19 resources for students, faculty and staff. Students, faculty, staff and visitors are asked to provide their own face masks for use on campus.

See the Campus Facilities section for more information on face mask usage on campus.

🗣 General Guidelines

As part of the Healthy at Transy plan, the university's Reopening Steering Committee established the following guidelines for return to campus:

- Students will be asked to provide documentation of health insurance coverage prior to arrival on campus. Any student without health insurance will be provided guidance and nonfinancial assistance in securing health insurance.
- A negative COVID-19 test result within the prior 48 hours is required for all students arriving on campus for their first academic module (Module 1 for first-year students, Module 2 for returning students) or athletics activity. Additional information on testing requirements and the reporting process will be forthcoming.
- A negative COVID-19 test result within the prior 48 hours is required for all employees to return to work on campus. Additional information on testing requirements and the reporting process will be forthcoming.
- Regular temperature and symptom check protocols will be implemented across campus daily.
- Contact tracing protocols and technologies are being developed and will be implemented if necessary.
- Completion of required training on COVID-19 university safety protocols and policies.
- Students and visitors may be asked to complete an Assumption of Risk Waiver on returning to campus. Additional information will be provided if this is implemented.

🎔 Health Services and Counseling

The Campus Health Clinic and Counseling Services are prepared to resume complete services with modified delivery as recommended by the American College Health Association. These accommodations will be important for the continued health and safety of staff and students.

Specific protocols are being developed that include implications for scheduling and appointments, as well as potential alterations in the physical environment. Telehealth in addition to on-campus face-to-face interactions will be implemented.

Students will be updated on these changes when they return to campus. Students can also email **studentwellbeing@transy.edu** with questions about counseling and health services.

Housing and Residence Life

Transylvania intends to reopen campus housing at normal occupancy (two students in most rooms) using strict public health protocols to monitor student health regularly.

Students who have a documented pre-existing medical condition that places them at much greater risk from COVID-19 may request a single room or petition to be exempted from the university's housing policies for the 2020-21 academic year only. Students who have other COVID-19-related concerns regarding living on campus may request a single room or petition to be exempted from the university's housing policies for the 2020-21 academic year only.

Students can request the 2020-21 exemption form by emailing reslife@transy.edu.

Also, keep in mind:

- General requirements for living on campus will be applied for the 2020-21 academic year.
- Students in higher at-risk categories who have documented concerns may petition for a single room or to be exempted from the university's housing policies for the 2020-21 academic year only.
- Students who have other COVID-19-related concerns regarding living on campus may petition for a single room or to be exempted from the university's housing policies for the 2020-21 academic year only.
- Required roommate and suitemate agreements will focus on health and safety.
- Common areas within the residence halls may be closed or restricted to ensure social distancing.
- Isolation and quarantine spaces for students who test positive for COVID-19 and need to selfisolate will be available.

If demand for housing exceeds campus capacity either in general or because additional restrictions are imposed by government authorities (such as a limit of one student per room or per bathroom), Transylvania will implement a priority-based system to determine housing students on campus.

The housing and residence life office will be in contact with students living on campus soon with details regarding their specific housing assignments and room selection.

Pioneer Athletics

<u>Transylvania Athletics</u> is committed to providing a safe and competitive experience for our student-athletes while keeping their health and well-being at the forefront.

Transylvania has collaborated with the Heartland Collegiate Athletic Conference and the Lexington Clinic Sports Medicine team in developing a plan for practice, competition, travel, recruiting and other related collegiate athletic activities using the guidance from Healthy at Work, CDC recommendations and the National Collegiate Athletic Association.

The athletics plan includes:

- Pre-participation screening and evaluation of student-athletes.
- Safe transition/acclimatization to athletic activity.
- Physical distancing principles and use of PPE.
- Competition and travel considerations.
- Steps to test student-athletes with potential COVID-19 illness.
- Isolation and quarantine guidelines of student-athletes.
- Cleaning and sanitization of equipment and athletic facilities.
- Implementation of an athletics "shared responsibility" infection prevention plan.

These plans will continue to evolve over the summer as we get more information about the pandemic.

Athletic schedules are being revised to accommodate the modular academic calendar. It is our intent to engage in as full a seasonal schedule as feasible within the recommendations of the NCAA and HCAC.

Visitors

In order to mitigate community spread, Transylvania has established COVID-19-specific protocols for visitors, vendors, guests and contractors who spend time on campus.

Personal protective equipment will be used across campus, with face masks required in all common areas, including classrooms. Visitors to campus must use masks in accordance with the university's policy.



MASKS ON CAMPUS

Unless wearing a mask creates a serious health hazard, all students, employees, contractors and visitors to campus are required to wear a mask on campus.



Cover your nose and mouth indoors or outdoors any time that you expect to be within 6 feet or in direct contact with another person.



Masks are a protection for others and yourself. Others may have significant health issues that you are not aware of.

MASKS ARE REQUIRED:



When in an indoor space with more than one person.



In a vehicle with two or more people.



When you can't maintain 6 feet of distance outdoors.



In a golf cart with two or more people.

MASKS ARE NOT REQUIRED:

- When in an enclosed indoor space alone (such as an office) or in your own residence hall room.
- When outside and more than 6 feet apart.
- Walking outside on campus alone.

