Fall 2020 Safe Reopening

COVID-19 Reopening Action Plan for Chowan University
The top priority of the University is the health and safety of our students, faculty, staff, and campus community.

The University will continue to develop and revise guidelines that address the expectations of all members of the community, personal safety practices, staffing options, workplace environments, emotional wellbeing, on-campus visitors, modification of facilities, and workplace education as we prepare to resume on-campus life for fall 2020. Now more than ever, it is imperative that the Chowan University community live and abide by the core values of the University.

This University has created a webpage (chowan.edu/reopening) as the source of information for the fall 2020 resumption of on-campus living and learning. These plans are not yet comprehensive. Please check the website frequently as details and announcements are made throughout the summer. Major updates surrounding the COVID-19 virus and University operations can be found at chowan.edu/coronavirus. The University has also created the email reopening@chowan.edu as a method to ask questions related to the reopening of the University that cannot be found on the reopening webpages.

On May 11th President Peterson named thirteen key personnel who lead a task force that coordinated the University’s preparedness, operational effectiveness, and continuity as it relates to the reopening. The team was tasked to be guided by safety, science, health officials, and Chowan’s educational mission, with a priority to balance the significant value of on-campus living and learning with an equal responsibility to protect community health and safety. In June 2020, the University leadership began implementing the recommendations from the appointed Task Force.

Guiding Principles

- Preserve the health and safety of our university community and the surrounding communities.
- Maintain and deliver our mission of transforming the lives of our students through teaching, learning, engaging, and serving.
- Align our guidelines with the State of North Carolina’s Phased Reopening Model and follow the recommendations from the federal government, Centers for Disease Control and Prevention (CDC), and the North Carolina Department of Public Health.
- Recognize our guidelines, policies, and plans will evolve as more information about the COVID-19 virus becomes available.

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Safety Practices

Chowan University procedure follows recommendations from the CDC, the state of North Carolina and local health providers as general guidance.

We are committed to implementing a range of measures to help promote health and well-being among students, employees, and campus visitors and to help reduce risk from potential exposure and spread of COVID-19. Procedures set forth in this document are meant to meet minimum threshold requirements for general campus, day-to-day experiences. Where applicable, more stringent requirements will be communicated via signage or university personnel in areas in which potential risk of exposure or infection of COVID-19 are greater.

Responsibility to follow these university policies fall to individual faculty, staff, students, and campus guests in order to promote a good social order with mutual care and respect for others. The language primarily employed in these policies reference the main campus in Murfreesboro, NC, these policies also apply to off-site locations in which Chowan students learn and employees work.

All members of Chowan community (faculty, staff, students, and approved campus visitors) returning to campus are expected to adhere to these primary responsibilities:

1. Daily health monitoring
2. Practice physical distancing and wearing cloth coverings when appropriate
3. Practicing good personal hygiene
4. Reporting symptoms or possible exposure

Social Distancing
Currently, the CDC reports that the COVID-19 virus is thought to spread mainly from person-to-person who are in close contact with each other even when symptoms are not present. [CDC Social Distancing Guidelines](https://www.cdc.gov/coronavirus/2019-ncov/community/social-distancing.html)

Masks
Because infection of COVID-19 may not produce symptoms, the cloth covering of the nose and mouth is meant as an added precaution against potentially infecting others. Continue to maintain separation from others of at least 6 feet. [CDC Mask Guidelines](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/mask.html)

Community Spaces
As individuals may be without symptoms of COVID-19 yet test positive for the disease, all persons on campus must maintain at least 6’ of space (physical distance) of separation from others. [CDC Social Distancing Guidelines](https://www.cdc.gov/coronavirus/2019-ncov/community/social-distancing.html)

Health Monitoring Responsibility
Any individual on campus must monitor potential symptoms daily before coming to or interacting with others on campus. According to the CDC, anyone can have mild to severe symptoms. Symptoms may appear 2–14 days after exposure to the virus.
People with these symptoms may have COVID-19:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore Throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Faculty and staff who have symptoms including a fever of 100 F / 38 C degrees or greater must stay home and contact their primary medical provider and notify Human Resource. Human Resources guidelines can be found at chowan.edu/hr.

Students with any symptoms including a fever of 100 F / 38 C degrees or greater must call Health Services at (252) 398-6248. Commuting students must not come to campus and residential students must not leave their campus residence. [CDC Symptom Monitoring Guidelines](#)

**Physical Distancing and Cloth Covering Responsibility**

Currently, the CDC reports that the COVID-19 virus is thought to spread mainly from person-to-person who are in close contact with each other even when symptoms are not present. Limiting face-to-face contact with others is the best way to reduce the spread of COVID-19. Physical distancing, also called social distancing, means keeping space between yourself and other people outside your home. As individuals may be without symptoms of COVID-19 yet test positive for the disease, all persons on campus must:

- maintain at least 6’ of space (physical distance) of separation from others
- limit gathering into groups
- minimize time in crowded places

In some scenarios that involve natural vocal projection (singing, lecturing, etc.) a minimum of 15’ is strongly encouraged. In general, this responsibility applies to all environments on campus (classrooms, offices, library, residence halls, etc.) There are naturally occurring congestion areas in day-to-day life on campus (dining, restrooms, elevators, etc.) that need extra consideration. When physical distancing is not possible (small spaces, entering/exiting classrooms and building, congested areas, etc.) cloth coverings are expected to be worn. The cloth face cover is not a substitute for physical distancing. Because infection of COVID-19 may not produce symptoms, the cloth covering of the nose and mouth is meant as an added precaution against potentially infecting others. Continue to maintain separation from others of at least 6 feet. [CDC Face Covering Guidelines](#)

**Good Personal Hygiene Responsibility**

According to the CDC, handwashing is one of the best ways to protect yourself from getting sick. Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. When soap and water are not readily available, use hand sanitizer that contains at least 60% alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands. [CDC Handwashing Guidelines](#)

All faculty, staff, students, and campus visitors are expected to follow posted signage regarding use of shared campus spaces and resources. Living in community commits us to consider the needs of others before ourselves.

The University is employing additional cleaning and disinfecting measures in response to COVID-19. However, all who live and work at Chowan are expected to clean and disinfect frequently touched surfaces daily in their areas daily. [CDC Cleaning/Disinfecting Guidelines](#)
Safe Return Move-in Information

The timeline for move-in of residents will be expanded over a three day period and staggered for students depending upon where their on-campus space is located. Staggered move-in will support physical distancing guidelines and limit the density on floors and in buildings. Please follow all University and CDC safe practice guidelines.

<table>
<thead>
<tr>
<th>Belk Hall</th>
<th>3rd Floor 9:00am – 11:00am</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, August 22</td>
<td>2nd Floor 11:00am – 1:00pm</td>
</tr>
<tr>
<td></td>
<td>1st Floor 1:00pm – 3:00pm</td>
</tr>
</tbody>
</table>

| Parker Hall             | (Even Floors) 9:00am – 12:00pm |
|-------------------------| (Odd Floors) 12:00pm – 3:00pm  |
| Saturday, August 22     |                             |

| Dunn Hall               | Last Name A – F 9:00am – 12:00pm |
|-------------------------| Last Name G – L 12:00pm – 3:00pm |
| Sunday, August 23       | Last Name M – R 9:00am – 12:00pm |
| Monday, August 24       | Last Name S – Z 12:00pm – 3:00pm |

| Simons Hall             | Last Name A – F 9:00am – 12:00pm |
|-------------------------| Last Name G – L 12:00pm – 3:00pm |
| Sunday, August 23       | Last Name M – R 9:00am – 12:00pm |
| Monday, August 24       | Last Name S – Z 12:00pm – 3:00pm |

| Whites Crossing         | Suites 101, 102, 103 9:00am – 12:00pm |
|-------------------------| Suites 104, 201, 202 12:00pm – 3:00pm |
| Sunday, August 23 (A – J)| Suites 203, 204, 301 9:00am – 12:00pm |
| Monday, August 24 (A – J)| Suites 302, 303, 304 12:00pm – 3:00pm |

Students will have a reasonable block of time to move in (for example, traditional residence halls will have 2 hours and Whites Crossing will have 3 hours) and there will be a limit on the number of moving helpers a student may have with them during their move-in time. Only 1 helper is recommended. Students are encouraged to only bring their bare essentials and necessities. Visit chowan.edu/checkin for more details.

Early Move-in for International and CDC Identified States

International and The Center for Disease Control (CDC) has recommended that travelers from many foreign countries self-monitor for 14 days upon entering the United States. In accordance with the CDC and in an effort to be proactive for the safety of our campus community, we are asking our international students to return to campus on August 10th. If you have visited one of the identified states* in the past 14 days, you may be asked to return early. Given the increase of COVID-19 cases in the United States, we are requiring students from some states to return and self-monitor as well. Students who never left the United States may not have to return to campus on August 10th. See more details here.
Academic Affairs

The Academic Calendar

Chowan University has made adjustments to the Fall 2020 Academic Calendar to support health and encourage learning. We will continue to evaluate the calendar and make adjustments as necessary.

August

- Traditional events including athletics, concerts, convocation, homecoming, etc. will be assessed by August 3, 2020 and initial guidance determined.
- New students will move-in on Saturday, August 22nd, and returning students will be assigned either August 23rd or August 24th move-in dates. Classes begin on Tuesday, August 25, 2020.

September

- Classes will be held on Labor Day, Monday, September 7, 2020.

October

- Fall Break has been removed for 2020 to support an accelerated schedule.

November

- Classes will meet on campus until Wednesday, November 25, 2020 at 5 p.m. All residence halls will close on Wednesday, November 25, 2020 at 10 p.m. for the remainder of the semester. Any adjustments to the spring semester calendar will be announced in November.

December

- Final exams for all 2020 fall semester classes will be administered remotely from December 7-14, 2020. The last week of instruction, November 30-December 4, will be held online as Study Days. On a Study Day, instructors may hold study sessions, conduct labs, require presentations, etc., remotely. These days are designed to review and reinforce previous course work. No new material is introduced on a Study Day. A Study Day is also used to study for exams, complete papers and projects, make remote presentations, etc. Final Examinations will begin Monday, December 7, and end Monday, December 14.

The calendar for Spring 2021 is under review.

Teaching and Learning

As always, Chowan’s goal is to offer an outstanding academic experience to every student. In spring 2020, Chowan faculty had one week to pivot to remote instruction; this fall will be very different.

- Social distancing will be practiced by limiting classroom occupancy.
- Masks will be worn in all classes and meetings at all times.
- Measures such as removing chairs and posting signs and floor/table stickers indicating where to enter and exit a building, classroom, and stairwell, where to sit or stand, how to use an elevator, etc., will be in place.
- Courses will be designed to be delivered both remotely and in-person.
- The majority of remote and hybrid sessions will be delivered in real-time, to enable immediate interaction and discussion.
- Some classes will consist of remote lectures and small, in-person sessions.
- Some courses will assign alternating groups of students to attend in the classroom on alternating days.
- Some courses will break large classes into smaller cohorts.

With the support of a new Instructional Designer, the staff in Information Technology, and a team of faculty members working this summer, instructors will incorporate innovative pedagogies for blended, hybrid, and remote learning. This will allow every student to have hands-on learning with fewer person-to-person contacts.

Accommodations

A student who may need special accommodations for an underlying medical condition may contact Dr. Ella Benson, Dean of Accessibility Services, at bensoe@chowan.edu for assessment.
Food Service

The University works with Pioneer Caterers as its dining service. Currently, Thomas Dining Hall and Murf’s will be open and the flow of service will be limited to ensure social distancing. Each food service location will provide the same meal options, with seating available in the dining hall, Chowan Room, and the Hawks Nest.

Student Affairs

To provide meaningful, safe, and healthy experiences for all members of the community, the University will be reimagined.

The University will modify facilities to include limiting capacity in spaces; closing, where possible, informal gathering places; creating visual cues to direct community members where to enter, exit, stand, etc.; installing, where possible, barriers to ensure physical distancing; and removing furniture in public spaces. To review Student Affairs protocols, please click here.

Campus Visitors

Prospective Student Visits
Chowan University has a desire to ensure the health and safety of our students and community. The COVID-19 pandemic state and federal current restrictions limit the interaction and travel of our community. We are committed to keeping our campus safe by limiting the visitors to campus and our movement from campus. Prospective student campus visitors must register and adhere to CDC and government guidelines in addition to the Chowan University guidelines.

Residence Life Guest Visitation
No outside guests are allowed, only Chowan University students can visit each other in the residence halls and apartments. Social distancing is expected throughout campus.

Athletics

To be in accordance with national, state, and university guidelines, the Athletics COVID-19 Task Force has determined guidelines and procedures with which all athletics staff must comply. These guidelines will affect practice, fitness, and strength and conditioning sessions. In addition to the aforementioned, the operation of the athletic training rooms and training room procedures have been adjusted to ensure the safety of student-athletes and staff. The Athletics COVID-19 Procedures Manual can be found on our athletics page, gocuhawks.com or by clicking here.

Published Guidelines as of 7.20.20