

Letter from President Stumb

While Cumberland University and the entire world continue to face challenges from the COVID-19 pandemic, it is crucial that we take care of each other and ourselves. Phoenixes are known for our ability to rise above challenges and adversity to create new opportunities; it is in our history.

As we face the many challenges this pandemic has brought us, we recognize the ongoing struggles members of our Cumberland family face. We must collectively continue to support each other to enhance the CU experience for all.

In the pages that follow, you will find CU's plan for responding to COVID-19 and how we will begin returning to campus. In all our efforts, our first priority is the health and wellbeing of our campus community. A return to campus will require us to be agile, as this situation is constantly evolving.

We will continue to foster community across our campus, both in-person and virtually, in new and innovative ways. We will follow new health measures and take personal responsibility as part of our efforts to prioritize health and wellbeing while continuing to deliver our academic curriculum and the college experience to which Cumberland has been and remains committed.

To create this comprehensive plan, our Campus Reopening Planning (CROP) team consulted experts, sought guidance issued by OSHA, the CDC, and the State of Tennessee. After months of research and planning, the CROP team and university leadership feel confident in delivering the following plan for the reopening of our campus. Although this plan is comprehensive, we know questions will arise. For questions regarding this plan and its contents, please email questions@cumberland.edu.

I feel confident that Cumberland will emerge a stronger institution. Now, more than ever it is time to rise.

A handwritten signature in black ink, appearing to read 'Paul Stumb', with a stylized, overlapping flourish at the end.

President Paul Stumb

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Executive Summary

Over the last few months, university leadership has worked to respond to the pandemic and plan for the short- and long-term impacts that will be left in its wake. This plan outlines efforts by many university members to develop a flexible approach to reopen campus for the fall semester. This plan should be used as a guideline for reopening campus but does not replace or supersede any applicable Federal or state guidelines. This plan prioritizes the health and wellbeing of our campus community and provides a road map for continuing to provide exceptional educational opportunities for our students.

This campus reopening plan was developed with these three guiding principles in mind:

- 1. Protect our CU Family – students, faculty and staff**
- 2. Protect the Institution – financially and reputationally**
- 3. Fulfill our Mission – as we have for the past 178 years.**

The mission of Cumberland University is to provide a contemporary liberal arts education to students seeking a high-quality, personalized college experience, which will empower them not only to have a successful and productive career, but to thrive intellectually, professionally, personally, and spiritually for a lifetime.

Summary of CU Plan Highlights:

- CU plans to fully reopen our campus for the fall semester.
- The campus reopening will be guided by health and medical professionals, as well as federal, state and local government officials.
- CU will provide updates to the campus community via a variety of media including the university's dedicated COVID-19 webpage, university email communications, the CU App, social media posts and more.

Campus Safety:

- With the return of students, faculty and staff enhanced cleaning and disinfection will occur across campus with increased cleaning frequency in common areas and high-touch point areas consistent with CDC guidance to institutions of higher education.
- Hand sanitizing stations and PPE will be available across campus.
- Face coverings will be expected in all university public spaces. Facility capacities will be limited and proper social distancing will be expected in all campus facilities.
- Prior to returning to campus, students, faculty and staff will be required to complete online training.

- All who enter campus will be required to sign agreements stating that they understand the risks of returning to campus and an agreement that they will abide by policies and behaviors designed to decrease the risk of transmission.
- Students, faculty and staff will monitor their own symptoms daily, using the Cumberland App as a symptom tracker before coming to campus.
- Influenza vaccines will be strongly encouraged for all students, faculty and staff on campus this fall.

Academics:

- CU has modified the academic calendar for the fall semester. Classes will begin Monday, Aug. 17 and end Wednesday, Nov. 25.
- To reduce the total volume of students on campus during the periods of heaviest usage, CU will implement an A/B schedule for all undergraduate students.
 - Students with last names A-K will be on campus Mondays and Tuesdays and online Wednesdays and Thursdays.
 - Students with last names L-Z will be online Mondays and Tuesdays and on campus on Wednesdays and Thursdays.
- To the greatest extent possible students must remain off campus during the hours of 8:00am – 3:00pm during their online days. Campus resources, such as tutoring, counseling, library, etc. can either be used virtually, or should be scheduled during a student's on campus days or after 3:00pm on online days.
- Faculty may choose to conduct the online portion of courses in a synchronous format, or an asynchronous format. All courses will use Canvas to communicate the organization of the course.
- Exceptions to the A/B schedule can be found in the "Academics" section of this document.

Residence Life and Campus Events:

- All on-campus residents will be required to follow campus safety rules and regulations, included in the safety section of this document, including signing the social contract and acknowledgement form and wearing face coverings.
- Occupancy maximums for all public areas and elevators will be enforced, including the laundry facilities.
- Shared spaces and bathrooms will be cleaned and sanitized frequently.
- The visitation policy for residence halls will be temporarily restricted, and students will not be allowed external visitors. Only registered CU students will be permitted, and no overnight guests will be allowed.
- All students will be required to check out of the residence halls for winter break and all residence halls will be closed over the break.

- All large-scale campus events will not happen if social distancing is not possible. Instead, events can take place in smaller groups, virtually, or a hybrid of both.

Campus Dining:

- On-campus dining will have increased frequency of sanitation procedures, including face coverings for all, except when dining.
- CU has eliminated all self-serve stations, such as salad bars and dessert bars, and all stations will instead be served by dining personnel.
- All dining associates will follow enhanced safety protocols, including daily wellness checks. Face coverings and gloves will be worn at all times when handling food.
- Distancing regulations will be implemented and the Dining Hall capacity will be limited to 100 individuals inside, and 20 on the patio. The Bistro and Market will offer to-go dining options only.
- Additional safety precautions, such as signage, hand sanitizing stations and barriers will be implemented.

Athletics:

- CU athletics will continue to follow all policies and procedures set forth by the NAIA and Mid-South Conference.
- Temperature checks are required for all athletes prior to competition and those who are experiencing symptoms, or have a temperature above 100.4 degrees Fahrenheit, will not be eligible and will be sent to a quarantine location on the hosting school's campus.
- Travel roster sizes will be reduced to the traditional postseason travel roster.
- Increased sanitation, as recommended by the CDC, will be required including facilities, equipment and other items.
- Shared items, such as water stations, water bottles and unnecessary equipment are prohibited.
- Fan attendance at competitions will be limited.

Campus Safety

Cumberland University is committed to providing the best possible on-campus learning experience while simultaneously implementing measures to limit the exposure to the virus. In a University setting, several factors combine to make it unlikely that transmission of COVID-19 can be totally eliminated while engaged in typical campus activities. Policies intended to restrict gatherings and avoid close contact are safeguards, but cannot be expected to eliminate all risk. Each individual in the Cumberland University community will be experiencing a new normal. Each individual must be committed to act responsibly, remain agile in handling an ever-changing environment, and do our best to manage risk. We will do many things differently, with the **primary goal** of keeping our students, faculty and staff safe while delivering an outstanding educational experience.

CU's Approach

Cumberland University will institute an agile, hybrid approach, which will manage and mitigate the risk posed by the virus as it is currently understood by doing the following:

1. Implement policies and procedures intended to responsibly manage the risk of spreading infection while on campus, while mitigating the impact of COVID-19 on the quality of the educational experience and the health of students, faculty, staff and the community.
2. Education on COVID-19 will be provided to all students, faculty and staff, and will be available to parents, highlighting the risks of personal infection and the potential consequences of spread to others. This training is intended to raise awareness, promote individual responsibility in choices and actions, and equip each individual to help others in the community to manage risk.
3. On-campus transit options and campus facilities including residence halls, classrooms, dining halls, and other common use areas will be re-configured to enable good personal hygiene and social distancing. Cleaning and sanitation procedures will be enhanced in all facilities.
4. Campus policies and procedures provide direction to all members of the community to make appropriate decisions about their safety. Special considerations will be made to those in high-risk categories.
5. Clear plans will be communicated concerning the management of COVID-19 infections on campus.
6. Special situations, such as travel of students off campus, visitation on campus from persons outside the community, and organization of events on-campus,

represent significant risks for the spread of COVID-19. As a consequence, procedures to safely manage these activities will be implemented.

Slowing the Transmission Of COVID-19

Education

Education about the risks of COVID-19 and the policies put in place to increase the safety of our students, parents, faculty, staff, and communities are the cornerstones of the plan to decrease transmission.

Educational packets will be provided for all students, parents, faculty, and staff and will be posted online for easy public access.

1. All on-ground students will sign an agreement stating that they have carefully read the educational materials and understand the contents. The agreement includes an understanding of the risks to the students and the risks to parents and others in the household should a student return home and inadvertently transmit the virus.
2. A general overview of COVID-19, including infection prevention and control measures, signs and symptoms, testing, transmission, and credible resources will be provided to all faculty, staff and students at multiple times throughout the academic year. The delivery of this content will be through a variety of platforms including online modules, social media, and signage. Completion of online modules is required of all faculty, staff, and students. Instruction on the ethical issues inherent in convening on campus during a pandemic will be part of fall orientation for students.
3. Students, faculty and staff will all sign a social contract agreeing that they will practice behaviors and abide by policies designed to decrease the risk of transmission to others.

Personal Hygiene and Behaviors

The University will provide options for students, faculty, and staff to adhere to best practices for personal hygiene and safety.

1. **Wash your hands frequently.** Frequent hand washing is the best defense against the virus. Washing hands and sanitizing personal areas are critical

practices after touching common surfaces. Sinks with running water, soap, and disposable towels (not air dryers) will be widely available.

2. **Hand sanitizer will be available.** Hand sanitizer will be widely available in all areas where people frequent in the course of normal campus activities. Portable containers of hand sanitizer will be made readily available by the University. In addition, sanitizer (in the form of wipes and/or spray) will be available for use on surfaces such as desktops, keyboards, light switches, and door handles.
3. **Socially distance yourself in common areas.** The university will do what is feasible to ensure safe social distancing in all common areas. Students who feel they require more accommodation due to their risk category should consult with University officials concerning alternative options for curriculum delivery.
4. **Wear face coverings on campus.** Face coverings are expected to be worn by students, faculty, staff, and visitors while in all common areas on campus and are recommended off-campus as well. Everyone will be expected to wear a face covering when on or inside University property, unless you have coordinated with University officials to not do so. Remember, the wearing of a face covering is less about one's own protection and more to protect others, particularly those at risk. Face coverings will be made available in Memorial Hall Room 110 and in Labry Hall Room 131 on campus. Faculty and staff have the authority to require face coverings in the space they control. Professors may mandate face coverings in their classroom and staff have the authority to do the same in their personal workspace. Failure to comply with these requests may have formal consequences.
5. **Respect others.** Some members of the campus community may wish to take additional precautions, please be respectful of others' wishes as it pertains to their personal safety.

Managing the Campus Environment

Daily Use of the Cumberland University Symptoms Tracker

Cumberland University has contracted with a provider for the use of a daily symptom tracker. **The DAILY use of this tool is MANDATORY for all faculty, staff, and students coming to campus.**

Before coming to campus, all persons are expected to use the Cumberland App to answer a short questionnaire related to their health in relation to the symptoms of COVID-19.

In addition, all personnel will enter their recorded temperature at the time of the survey. The application will record this data and give the user a status of cleared or restricted access to engage in their daily activity on campus.

The results of the daily symptoms check will be confidentially monitored by healthcare personnel for the exclusive use of Cumberland University to ensure the well-being of the University community.

Any user exhibiting symptoms of the COVID-19 virus will be instructed by a message on the application to stay at home or in their residence hall and not engage in their planned daily activities. This will be an instruction to not come to work or class on that day. Contemporaneously, a University designated healthcare professional will be alerted of the positive symptoms check and will follow-up with that person as soon as possible.

If the person exhibiting positive symptoms is a student living on-campus, arrangements will be made for testing. The student exhibiting symptoms will be isolated while waiting for the results of the test. Should the test be positive, the student will be quarantined in a designated space on campus and their symptoms monitored daily by healthcare professionals. The student will remain in quarantine until they are cleared to return to regular daily activity.

Symptom Monitoring - For Students:

Students who have symptoms of cough, shortness of breath, sore throat, muscle aches, headache, chill/shaking, lost sense of smell or taste, or fever greater than 100.4°F, must stay in their residence halls or at home. The symptoms will be recorded by the use of the Daily Symptoms Tracker using the Cumberland App, but the student should also report their symptoms immediately to campus medical personnel. Upon doing so, a medical interdiction plan will be formulated. Students who appear to have symptoms upon arrival at class, or who become sick during the day, should immediately be separated from others and medical personnel should be contacted for the student's referral for intervention. Designated healthcare personnel will carefully track the number of students evaluated over a 24-hour period and provide the results to administration. Should circumstances warrant (e.g. a widespread infection) additional measures will be implemented.

Symptom Monitoring - For Employees:

All employees are required to utilize the Cumberland App's Daily Symptoms Tracker prior to coming to campus. Employees will be surveyed on symptoms and required to record their temperature daily. Employees who have symptoms of respiratory illness, or any COVID- 19 related symptoms, must stay home and not come to work until they

have reported their symptoms to their direct supervisor and a health management plan has been coordinated with medical professionals. Employees who appear to have symptoms upon arrival at work, or who become sick during the day, should immediately be separated from other employees and sent home.

For managers of personnel, the CDC recommends:

- **Tell your team about possible exposure.** If an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure to the virus in the workplace, but maintain confidentiality as required by the Americans with Disabilities Act (ADA).
- **Clean, clean, clean.** You should continue to clean and sanitize your facility, especially if one of your employees has a confirmed case of COVID-19. For cleaning and maintenance, this is the CDC recommendation:
 - Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment.
- **Actively encourage sick employees to stay home.** Employees who have symptoms of acute respiratory illness are recommended to stay home and not come to work until they are free of signs of a fever and any other symptoms of COVID-19 for at least 24 hours.
- **Emphasize hygiene.** Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60%-95% alcohol or wash their hands with soap and water for at least 20 seconds.
- **Perform routine environmental cleaning.** Employers should routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops and doorknobs.

Symptom Monitoring - Visitors to Campus

Visitors to campus, including regular deliveries (except mail service), meeting participants, guest lecturers, and repair/maintenance services, should be kept to an absolute minimum. However, understanding that visitors to campus cannot be entirely avoided, the following precautions will be taken:

- All visitors will be directed to the visitor parking area in McClain Circle, between the Vise Library and the Phillip's Dining Hall.
- Visitors will call campus security by phone upon arrival.
- Campus security will go to the visitor's vehicle and provide a temperature reading.

- If the reading is safe, the visitor will be given a visitor's pass to be worn on their clothing and they will be allowed to proceed to their on-campus activity.
- If the reading is not safe. The visitor will have the option of taking a second reading, or they can depart campus. Records of visitors will be kept by University administration.
- Temperature testing is a requirement for all persons entering campus. Should a visitor refuse, they will not be given access. This does not include spectators at athletic events which is addressed in the Athletics Policy Section.

Testing for COVID-19

Cumberland University, along with the designated health provider will make the determination to administer testing for all students, faculty and staff with symptoms of COVID-19.

Criteria for testing reflects current directives from the CDC.

If you have symptoms of COVID-19:

- If your symptoms are mild:
 - Your health care provider (physician, nurse practitioner, pharmacist, etc.) may advise a COVID-19 test.
 - If you test positive for COVID-19 or do not get tested, you should self-isolate for at least 10 days after symptom onset and at least 24 hours after the resolution of any fever (without the use of fever-reducing medications).
 - You should strictly adhere to CDC mitigation protocols in circumstances in which you cannot self-isolate, especially if you are interacting with a vulnerable individual (for example an elderly person or an individual with an underlying health condition). You should adhere to CDC guidelines to protect vulnerable individuals with whom you live.
 - If you live with a vulnerable individual, they should be tested.
- If your symptoms are severe or become severe, you should contact your health care provider immediately or seek emergency care.
- If you take a test and test positive, you do not need to repeat a test. Unless your illness required hospitalization, you can return to normal activities (e.g., work or school) after the passage of 10 days from the onset of symptoms and 24 hours from when any fever has subsided on its own (without the aid of any fever-reducing medications).

If you have been in close contact (within 6 feet) of a person with a COVID-19 infection for at least 15 minutes but do not have symptoms:

- You do not necessarily need a test unless you are a vulnerable individual or your health care provider or State or local public health officials recommend you take one.
 - A negative test does not mean you will not develop an infection from the close contact or contract an infection at a later time
- You should monitor yourself for symptoms. If you develop symptoms, you should evaluate yourself under the considerations set forth above.
- You should strictly adhere to CDC mitigation protocols, especially if you are interacting with a vulnerable individual. You should adhere to CDC guidelines to protect vulnerable individuals with whom you live.

If you do not have COVID-19 symptoms and have not been in close contact with someone known to have a COVID-19 infection:

- You do not need a test.
- A negative test does not mean you will not contract an infection at a later time.
- If you decide to be tested, you should self-isolate at home until your test results are known, and then adhere to your health care provider's advice. This does not apply to routine screening or surveillance testing at work, school, or similar situations.

If you are in a high COVID-19 transmission area and have attended a public or private gathering of more than 10 people (without widespread mask wearing or physical distancing):

- You do not necessarily need a test unless you are a vulnerable individual or your health care provider or State or local public health officials recommend you take one.
 - A negative test does not mean you will not develop an infection from the gathering or contract an infection at a later time.
- You should monitor yourself for symptoms. If you develop symptoms, you should evaluate yourself under the considerations set forth above.
- You should strictly adhere to CDC mitigation protocols, especially if you are interacting with a vulnerable individual. You should adhere to CDC guidelines to protect vulnerable individuals with whom you live.
- If you are tested, you should self-isolate at home until your test results are known, and then adhere to your health care provider's advice.

All testing should be by standard nucleic acid amplification tests (e.g., swab). As other options, including rapid testing and antigen testing become available, this guidance may change.

1. The University will strive to use providers who utilize access testing laboratories with a 24 hour or less turnaround time. This may be through on campus test development or via agreements with commercial laboratories to prioritize testing of symptomatic students.
2. Innovative strategies to facilitate access to testing may be considered, including the distribution of self-test kits with multiple locations for kit drop-off.
3. The University will require reporting of tests and of positive results of tests as a condition of being on campus for all faculty, staff, and students.
4. The University will be prepared to perform rapid contact tracing, isolation, and monitoring of individuals with close contact exposure to COVID-19 (+) persons.

This will be coordinated with the local health department, as only they have statutory authority to mandate quarantine or isolation. Contacts who become symptomatic should be tested.

5. Faculty, staff, and students will self-isolate when experiencing symptoms of COVID-19 until test results and, when relevant, re-testing results are available. Faculty and staff should remain off campus when isolated.
6. Students found to be positive will be quarantined in a designated location or other living arrangements until they can safely return to class following CDC guidelines for return to work for healthcare workers. Currently, these are:
 - a. If symptomatic, at least 3 days have passed since recovery **and** improvement of respiratory symptoms (e.g., cough) has occurred **and** at least 10 days have passed since the onset of symptoms
 - b. If asymptomatic, at least 10 days have passed after testing is completed.
 - c. The University will not use “test-based strategies,” as defined by CDC, in the campus setting because positive results by PCR can be seen in some individuals for prolonged periods of time after recovery.
7. Students will be discouraged from returning home if found to be as this might facilitate spread into households or other communities.

Testing Locations

Cumberland University will primarily utilize the Wilson County Health Department for the testing of individuals who are symptomatic while on campus.

The Wilson County Health Department
927 East Baddour Parkway
Lebanon, TN 37087

Tests are provided Monday through Friday, 9:00 am to 3:00 pm.

Tests are free and designated Cumberland University personnel will make appointments and provide transportation for this service. The results of testing are anticipated within 24 to 48 hours.

Testing for Immunity

At present, antibody tests for immunity are not sufficiently accurate nor widely available enough to be considered a part of campus-based strategies. However, this is expected to change in the coming months, and antibody testing strategies may have significant utility. Once additional information is available, the university may consider implementing antibody testing.

Safety Precautions for Transit, Facilities and Workspace

To the degree possible, transit options and all facilities will be re-configured to enable personal hygiene and social distancing. Cleaning and sanitation procedures will be enhanced in all facilities to include shuttles, classrooms, the library, dining hall, residence halls, and common spaces.

Transit

- On campus transit options will follow CDC guidelines to include the number of riders at one time (dependent on vehicle capacity).
- The vehicle's interior will be cleaned frequently.
- Windows of vehicles should remain open when feasible to increase fresh airflow.
- All drivers and riders are required to wear face coverings at all times while on University transit.
- The University will consider the development of alternative means of transportation that reduce passenger density.

Facilities

- The University will re-configure facilities intended for student use including residence halls, classrooms, dining facilities, libraries, and other places students gather based on recommendations from the CDC.
- To the greatest extent possible, classrooms, the dining hall, the library, and common spaces will place furniture at recommended distances.
- Residence halls will follow similar guidelines with considerations made for students in high-risk categories concerning double-occupancy and making extra cleaning supplies available.
- Steps will be taken to de-densify the flow of students through the campus, including designating one-way paths, identifying class schedules for alteration, and increasing signage to assist in campus movement.
- Alternate living spaces will be designated to house infected students in isolation.

Workspaces

- Workspaces should allow employees to maintain 6' of separation from colleagues, students and office visitors. When this is not possible, other means of protection will be implemented, including things like Plexiglass barriers, stanchions, signs, etc.

- In-person meetings should be avoided if possible. The use of telephones and video conference applications should always be the first option considered. If in-person meetings are essential, ensure 6' separation is possible, wear face coverings if appropriate, clean conference tables, and/or implement other protective measures.
- Break rooms and small conference rooms that do not allow for physical distancing will be closed and/or not used.
- As a rule, equipment for personal use such as phones, staplers, pens, keyboards, etc. will not be shared among employees. Fully upholstered chairs used by multiple persons will be removed.
- Departments will evaluate whether common refrigerators and coffee pots should be used. If yes, signs will be posted regarding washing/sanitizing hands. Additionally, food should not be consumed in common areas and candy dishes should be removed.

If/When COVID-19 Students are Identified

The following will be considered when taking steps to mitigate the spread of COVID-19 if/when students have tested positive and are identified.

1. Report all positive COVID-19 tests to local public health officials and coordinate responses with those officials.
2. In consultation with local health authorities, the University may determine short-term closures of individual buildings, spaces, or other facilities where COVID-19 positive individuals have been present to allow time for contact tracing, cleaning and disinfection.
3. The university will consider closure or other measures for the entire campus for larger outbreaks, particularly if community transmission outside of the campus is widespread. Potential triggers for wider closures:
 - a. A rapid or exponential rise in cases on campus.
 - b. Campus is developing capacity issues for managing COVID-19 positive individuals (e.g., housing shortages, strained ability to clean and disinfect buildings or spaces)
 - c. Serious outcomes from COVID-19 are experienced on campus. This may include the quality of instruction being adversely affected by attendance, overwhelming safety concern, the closure of critical space, etc.
 - d. Community or state health advisors or government officials are increasing the stringency of control measures in the face of rising cases.

Student Health

Student health services, in partnership with county health officials, will be the first line of defense for managing COVID-19 infections on campus.

- **COVID-19 resources will be available to students, including student health services.** Students will be able to easily access student health services on a same-day appointment basis. Students are encouraged to report any barriers to access so the university can identify and remove them.
- **Mental health services capacity will be increased as needed.** The university recognizes the increased stress placed on our community by the pandemic.
- **Student health services will manage infected students in an isolation residence hall.** This will include placement and monitoring for worsening of symptoms requiring escalation of care.
- **The influenza vaccination will be strongly recommended for anyone on campus this year.** Vaccination against influenza, when not medically contraindicated, will be strongly recommended this year so that influenza outbreaks do not mask COVID-19 spread. A health service solution will be prepared for mass vaccination of faculty, staff, students, and contractors who come on campus.
- **Once a COVID-19 vaccine becomes available, plans will be made to distribute those on campus.**

Faculty and Staff Training and Workplace Considerations

- All faculty and staff will complete training on COVID-19 and policies regarding return to work and return to school prior to classes starting.
- Workplaces should be modified, and policies should be created in line with guidance produced by CDC for Institutions of Higher Learning.
- Masks or face coverings should be worn at all times when the possibility for contact with others exists.

- Screening for signs of infection or contact with persons potentially ill with COVID-19 will be required daily, using the Cumberland App, prior to entering the workplace.
- Remote work will be encouraged for all faculty and staff when feasible.
- At-risk individuals should explore alternatives to being on campus such as teaching or working remotely. If unable to work remotely or utilize online methods due to the nature of the instruction, such individuals should consider not teaching this year or using creative scheduling or assignments.

Academics

Given the ongoing coronavirus pandemic, this section outlines the plan Cumberland University will take to deliver the academic curriculum in the Fall 2020 semester. The following plan is in accordance with the campus wide plan and is not meant to contradict measures describes in the documents developed by the Campus Reopening Planning Team (CROP).

Campus Volume

The best current medical advice regarding ways to reduce the transmission of the novel coronavirus, reduce the risk of our community members contracting COVID-19, and to meet our Three Guiding Principles, is to avoid large gatherings of people, as well as to observe personal hygiene practices as detailed in the Campus Reopening Plan *Campus Safety* section.

Given the design of University buildings, social distancing in academic spaces is highly unlikely, if not impossible, on our campus. Therefore, the approach Cumberland is taking is to reduce the total volume of students on campus during the periods of heaviest facility usage.

The busiest days and times on campus are Monday through Thursday between 8:00 am and 3:00 pm. To reduce the total volume of people on campus, the undergraduate population will be divided into roughly half and designated as having either an “A schedule” or a “B schedule.”

Students with last names beginning with the letters **A through K** will be *on campus* on Mondays and Tuesdays, and *online* Wednesdays and Thursdays.

Students with last names beginning with the letters **L through Z** will be *online* Mondays and Tuesdays, and *on campus* on Wednesdays and Thursdays.

To illustrate:

A Schedule			
Monday		Tuesday	
On campus	Online	On campus	Online
Brown	Miller	Brown	Miller
Davis	Peterson	Davis	Peterson
Evans	Robertson	Evans	Robertson
Garcia	Vaughn	Garcia	Vaughn

B Schedule			
Wednesday		Thursday	
On campus	Online	On campus	Online
Miller	Brown	Miller	Brown
Peterson	Davis	Peterson	Davis
Robertson	Evans	Robertson	Evans
Vaughn	Garcia	Vaughn	Garcia

This approach does not guarantee that each class will have one half or fewer of its enrolled students in attendance during on campus days. It will, however, reduce the total volume of people on campus during our peak days and hours.

Exceptions

These following are exceptions to the schedule above:

- Graduate classes will meet as communicated in their course syllabi available on Canvas.
- Undergraduate classes starting after 3:00 pm.
- Undergraduate classes with enrollment of ten or fewer students.
- Friday classes will meet as scheduled.
- Art studio classes will meet twice a week. Art Appreciation, Art History, and other lecture-based art classes will follow the A/B schedule.
- Choral ensembles will continue to practice as scheduled.
- Instrumental ensembles including marching band will continue practice utilizing social distancing and other appropriate measures.
- Classes that meet at McFarland Hall.
- Nursing 301, 302, 310, and 327 that meet in Alumni Hall.

Students should consult with faculty and staff with any questions about these exceptions.

Expectations of Students

- To the greatest extent possible, students must remain off campus during the hours of 8:00 AM to 3:00 PM on their online days. Access to campus services (tutoring, counseling, library, etc.) should be scheduled during a student's on-campus days, or after 3:00 PM on other days.
- Residential students will be asked to avoid using the main campus buildings during their online days as much as possible.
- Students will follow the stated expectations for facial coverings and social distancing in each class as stated in the syllabus, and all community-wide expectations as stated elsewhere in the Campus Reopening Plan.
- Students who do not comply with expectations in the course syllabus may be subject to disciplinary action.

Expectations of Faculty

Faculty will not follow an A/B schedule in terms of their presence on campus. The achievement of our mission and delivery of our best product requires the active, in-person, engagement on campus by as many faculty members as possible. To meet our mission, faculty are considered essential.

The first guiding principal for reopening, however, is the safety and health of all our CU community members. If a faculty person has personal health issues, or if a person they live with is particularly vulnerable to serious effects from COVID-19 infection, he or she should contact their dean as soon as possible to discuss alternative work arrangements, if appropriate.

Faculty should abide by the following to help achieve the University's Three Guiding Principles:

- Faculty, like all other members of the campus community, will sign and agree to abide by a social agreement.
- All faculty will participate in trainings organized by the University for managing the campus climate during the pandemic.

- If at any point during the semester a faculty member becomes ill, they should self-isolate, immediately notify their dean, and switch to an online course delivery format. All faculty members should be planning now for that contingency.
- All faculty will use Canvas to include at the minimum:
 - a standardized landing page (created by an ad-hoc committee of faculty) that communicates how the course will be organized for the hybrid approach, and the course syllabus.
- How faculty choose to conduct their classes based on the A/B designation is up to them.
 - Some may choose to keep synchronous class times and live stream lectures for students to join online.
 - Some may choose an asynchronous format that involves the same lecture delivered to the on-campus students on both days, with coursework assigned to keep students engaged during their online days.
 - Faculty should adhere to the traditional expectations of student work and engagement appropriate for the number of credit hours their course is delivering and provide an amount of coursework online that accounts for the hour and fifteen minutes that online students will not be in class or joining synchronously.
 - Attendance still needs to be reported. Faculty will determine the best means of ensuring that students are accounted for by whatever approach they choose for course delivery.
- All faculty will schedule office hours during both A and B schedules and virtual office hours so that students have access to them for course help and advising. The university has purchased a site license for Zoom to ensure regular and consistent online meeting functionality.
- All faculty should be planning now for one of two contingencies, either 1) the pandemic fades and normal campus operations can resume, or 2) that pandemic increases and the campus must return to all online course instruction.

Personal Protective Equipment

Other documents issued by the CROP team address the availability of PPE for members of the campus community. Faculty may choose to wear a plastic face shield if lecturing with a mask is problematic either in class or for livestreaming or recording lectures. Some faculty have expressed a preference for a standing plexiglass screen.

Masks will be expected of all campus community members unless and until the transmission rate is reduced to the point that this precaution is no longer needed. Faculty must state clearly in each course syllabi what the expectations for facial coverings are, and what social distancing practices students will be expected to follow in their classrooms. An example statement will be emailed to all faculty.

The university administration will support all reasonable measures of personal protection taken in the classroom. If a student refuses to comply, they should first be reminded of the campus community safety statement they signed. If a student continues to not comply with expectations clearly stated in a syllabus, a member of the administration or campus security will intervene.

Residence & Student Life

Move-In Information:

To encourage social distancing, the move-in process will be staggered, as to limit the number of individuals in the space at one time. Residents will receive information on move-in dates and times via an e-mail from the Office of Residence Life.

August 5 - Residence Assistants

August 6 - Athletic Training

August 10 - Athletes & Band

August 14 - New students

August 15 - Returning students

Things to Know for Move-In Day:

- Face coverings should be worn at all times while in public spaces on campus, including waiting in line, in residence hall lobbies and bathrooms
- All students will be limited to only 2 guests during move-in
- Move-in times will be assigned to students via email prior to your move-in date
- Students will scan the Cumberland App to check in
- All returning students must have all paperwork completed and be official with the Business Office in order to move in
- A QR code will be available to fill out the Emergency Contact form if students have not done so at the time of move in.
- Key pickups will be the first 15-30 minutes of the hour only
- Designated entry doors and exit doors will help to monitor traffic flow
- Residence Assistants will be available to answer questions and help guide traffic throughout the buildings
- Each hall will have a station to complete the following:
 - Verified scheduled check-in date
 - Immunization compliance
 - Review of check-in procedures
 - Issue room keys
- Students can apply to move in early, based on need during the week of August 10-14th. No students will be allowed to move in prior to August 10. To request an early move in, contact the Office of Residence Life.

Residence Halls

In an effort to follow CDC recommendations for social distancing, the following will be implemented in all on-campus residence halls:

- All on-campus residents will be required to follow campus safety rules and regulations, including signing the social contract and acknowledgement form.
- Face coverings should be worn at all times in public spaces on campus, including in residence hall lobbies, lounge areas and laundry facilities.

- Occupancy maximums for all public areas and elevators will be enforced, including the laundry facilities.
- Furniture in shared areas will be rearranged when possible to allow for effective social distancing.
- Hand sanitizer stations will be added and water fountains (without touchless water bottle filling options) will be closed.
- Lobbies, entry doors and restrooms in Justin Potter and Edward Potter will be cleaned and sanitized frequently by University housekeeping.
- South Hall entry doors and lobbies will be cleaned and sanitized frequently by University housekeeping, residents are encouraged to bring their own cleaning supplies and are responsible for cleaning their own restrooms.
- Residents of Jackson and Lurton hall are encouraged to bring their own cleaning supplies and are responsible for cleaning their own restrooms. Exterior doors will be sprayed daily by the University.
- Staff will be restricted from entering student rooms unless deemed necessary for inspection, search or emergencies.
 - Virtual communications and check ins will be used as appropriate
- Visitation policy will be temporarily restricted, and students will be required to follow the below rules:
 - No external visitors
 - Visitation of registered CU students only
 - Limited to one guest between the hours of noon-midnight
 - No overnight guests
 - Permission must be received from roommates/suitemates before guest arrival when they will be in a shared space
 - This will be enforced through our standard visitation violation procedures of removal of guest, documentation, and referral to Director of Residence Life
 - All students will be required to check out of the residence halls for winter break and all residence halls will be closed
 - The Office of Residence Life will work closely with international students and students with housing insecurities to request limited break housing spaces

Campus Life & Events

- All large-scale campus events will not happen if social distancing is not possible. Instead, events can take place in smaller groups, virtually, or a hybrid of both.
- When possible, activities will be offered with options for both limited in-person and virtual options
- All in-person events will be monitored and attendance will be capped at the number safely allowed in a location in compliance with CDC recommendations and public officials rulings on group gatherings
- All in-person events should be hosted outdoors, when feasible
- Students will be required to use the Cumberland App as a daily symptoms tracker prior to attending campus events
- Hand sanitizer will be made readily available for all in person events

Campus Dining

The following is a specific and customized plan for food service in partnership with Chartwell's (our exclusive food service provider) to follow CDC, local and state guidelines. This plan will serve as a baseline given current CDC and National Restaurant Association's guidance on COVID-19.

The impact to service models, required equipment, hours of operation, safety enhancements, menu modifications and a plan for student and parent communications has been outlined.

The following guidelines will be implemented to provide an optimal dining experience while simultaneously ensuring the health and safety of all students, employees and guests of the all campus dining facilities.

Dining Safety

The safety of the campus community, our guests and Chartwell's associates remain top priority. In this time of social distancing, we have adapted our procedures to include Chartwell associate wellness checks. We have also increased the frequency of sanitation procedures, required PPE for all associates and implemented social distancing signage.

All locations will follow enhanced safety standards each day.

- Daily wellness checks
- Personal protective equipment - face coverings will be provided and worn at all times by Chartwell associates.
- Recommended for guest to also wear mask, except when eating
- Gloves will be worn at all times when handling food
- Plexi health shield barriers will be used at all registers and points of service

All Chartwell associates, managers, and food handlers will be required to receive COVID-19 Training and will be required to complete ServSafe COVID-19 safety training. Ongoing training will be covered at pre-shift meetings each day to ensure all our associates have the most up-to-date procedures.

Cleaning & Sanitizing

All locations will follow enhanced cleaning and sanitizing procedures.

- Chartwell associates will wash hands and change gloves at least every 30 minutes.
- Chartwell associates will consistently clean tables, chairs and all high-touch surfaces.
- Hand sanitizer stations will be available for guests to use at the entrances and exits and in the production areas for associates.
- Upon closing for the day, the Chartwell team will disinfect the entire facility.
- Back of the house cleaning procedures will take place every 30 minutes. The Chartwell culinary team will clean and sanitize surfaces and high-touch areas.
- Restrooms will be sanitized every 30 minutes.

Dining Spaces

Dining spaces designated as pick up locations include:

- Joyce and Bill Barry Bistro (To-Go Only)
- Kiosk – In the LCC
- Phillip’s Dining Hall – Capacity is limited to 100 individuals inside and 20 outside on the patio
- Market – Inside Vise Library

Guest Entrance Requirements

The following are the entrance requirements for all campus dining locations:

- The use of hand sanitizer utilizing a sanitation station
- Plexi health shield barrier at cashier desk
- All Chartwell associates in gloves and mask
- Face coverings for all guests, unless when eating
- Payment methods (options)
 - Contactless check-in
 - Cash passed in a plastic bin
 - Credit Card passed in a plastic bin
 - Receipts are only provided at the request of the customer.

Phillip’s Dining Hall

To support safety, there will be no self-service stations in the dining facilities.

Operations of the following stations have been altered:

- Salad bar/Deli bar - no self-service. The salad bar has been moved to an action station on the main line.

- Ice cream machine - no self-service. The ice cream machine will be available behind the main line.
- Cereal bar - no self-service. The cereal bar will be available behind the main line.
- My Pantry - breakfast breads, condiments - no self-service
- Hand fruit may be individually wrapped - no self-service
- Beverages - no self-service, cans, bottled water and milk offered behind the line
- Condiment stations - individually packaged or offered in a cup
- Deli - no longer heating sandwiches to help cut down on wait times
- Grill - no self-service.

Barry Bistro

- Papa Johns and Mondo Sub will be open for take-out only
 - Pick-up area: Ghost kitchen in Phillip's Dining Hall
- Beverages will be available in bottles and cans
- Menu will be condensed with items changing.

Kiosk & Market

- The Market will have no entrance for guests, orders will be placed through plexiglass.
- The Kiosk will receive orders at the window and pick-up order drinks will be available at the side door.
 - Items will be set on a table for pick-up.

Plexi Health Shield Barriers

To support the health and safety of all associates and guests, all registers and points of service will feature Plexi health shield barriers.

Seating Modifications

Table and chair modifications will be made to facilitate social distancing based on CDC recommendations and campus requirements. These modifications include:

- Removal of many tables and chairs
- Encouragement of outdoor dining on the patio
- Dine in patrons will be served from the main line.
- Ghost kitchen will be offered for meal plan carry out.

Any modifications and updates of these safety procedures will be shared throughout the semester.

Athletics Plan

As we transition through these unprecedented times, Cumberland University's Athletics Department wants to assure those concerned that we are taking precautions to prevent the spread of COVID-19 on campus, in Lebanon and Wilson County. We hope that when student athletes return to campus beginning in August that the State of Tennessee has moved beyond Phase III of Reopening. Cumberland University will educate its student athletes on the signs and symptoms of COVID-19 before they return to campus and again when they arrive.

One of the most crucial aspects of keeping this virus from spreading throughout Cumberland University's community is placing an importance on personal hygiene. This includes steps such as washing your hands frequently for at least 20 seconds with soap and water, not touching your face with unwashed hands, avoiding unnecessary touching of others, avoiding contact with those who have been sick, and frequently cleaning touched surfaces, especially those in common areas.

The following document serves as Cumberland University's (CU) guidelines and procedures for the resocialization and reinstatement of NAIA varsity athletics after the suspension of these activities due to COVID-19 restrictions in March of 2020.

The resocialization of athletics will align with CU's campus reinstatement of classes, as CU's athletes are students first. Any University-wide decision will supersede Athletics' policy. CU's intent as it pertains to the resocialization of athletics will be measured, nimble and compliant with national, state, and local ordinances. Thus, all policies will be in accordance with local and state public officials regarding a return to campus, return to practice and return to competition. Ultimately, school and governmental leadership determine who can participate in, assist with, and watch student athlete practices and competitions.

To ensure the university is providing every responsible safeguard against the spread of the virus, the following measures will be implemented during athletic practices, competitions, and other relevant activity:

Athletics Department Information Sharing

- Athletics Department representatives will participate in all information sharing meetings related to the day-to-day reporting on information such as absenteeism or changes in student athlete health to detect and respond to concerning trends to best counter the possibility of an outbreak. This integration includes liaison with local health officials to help identify risk factors that may affect student athletes and the University at large.
- Local health officials should be a key partner in information sharing.

Reinforce Healthy Hygiene Practices

- All Athletics Department Members (Personnel, Coaches, and Student Athletes) must participate in a proper hygiene educational training prior to clearance for participation.
- All student athletes and athletics department staff will be required to wash hands, at a minimum, before the start and at the end of practice. Athletics Department personnel will ensure student athletes are advised of proper handwashing strategies to include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating, and after coughing, or sneezing. If soap and water are not readily available, ample quantities of alcohol-based hand sanitizer that contains at least 60% alcohol will be available and encouraged for use.
- The University will ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices at practice facilities, the dining hall, and residence halls.

Intensify Cleaning and Disinfection

- University cleaning services will routinely clean and disinfect athletic facilities, objects, surfaces, and equipment. This may include cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops). In addition, student athletes will participate in cleaning their personal equipment and immediate locker areas before and after practices and competitions. The use of all cleaning products will be accomplished according to the directions on the label.
 - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available on the Center for Disease Control website. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- See Athletics Department Guidelines for specifics.

Monitor Absenteeism

- Athletics department officials will review attendance and sick leave policies to ensure these policies do not promote attendance at practice, competition and class should a student athlete feel sick. The student athlete, academic advisors, and athletics department will make every effort to work with faculty on behalf of student athletes who may be temporarily unable to attend class due to restrictions placed on them related to possible exposure to the virus that causes COVID-19.
- The athletics department will review absenteeism patterns to identify and implement processes for student athletes and report noticeable changes in absenteeism, even if subjective, to a designated administrator.
- Athletics department staff will alert designated local health officials about large increases in absenteeism or substantial increases in changes to athletes' health due to respiratory illnesses (like the common cold or the "flu," which have symptoms similar to symptoms of COVID-19).

- Determine what level of absenteeism will disrupt continuity of practices, meetings, and competitions.

In the Event of a Positive COVID-19 Test

- University policy will determine testing and treatment after an elevated temperature check (See Response Plan Below). The athletics department should understand that positive test results and “suspected but unconfirmed” cases of COVID-19 will be treated the same.
- Positive tests will be quarantined and under physician’s care:
 - On-campus housing – should be moved to “University” designated quarantine area
 - Off-campus housing – should quarantine at home.
- If the source of infection is known, University officials will work to identify the extent of exposure to the University community. This includes the athlete’s teammates.
- University officials will ask the individual if he or she grants the University permission to disclose the fact that the student athlete is infected.
 - Regardless of yes or no answer, the University is required to disclose the identity to any required notification to OSHA or the health department.
 - A thorough mitigation strategy will be implemented to identify other individuals within the University community who had the most personal contact with the infected person. This includes those in shared classrooms, residence halls, teammates, and staff associated with these activities.
- Athletic Department members that were closely in contact with the individual will be sent for immediate testing.
- Notify non-athletic department members and other personnel who may have come into contact with the individual within the past 14 days that they may have been exposed to COVID-19 and may wish to see a healthcare provider.
 - Not required to notify other locations unless the individual visited those sites within the past 14 days.
 - DO NOT identify the infected individual by name.
 - To the extent reasonably possible, avoid making any direct or indirect references that would lead the larger University community to guess the identity of the individual.
 - For those in the University community who had close contact within the past 14 days, appropriate steps should be taken to closely monitor temperature and testing should be sought either through University resources or health providers.
- Arrange for a professional cleaning of the student athlete’s residence hall, classrooms, immediate surrounding area, and areas likely visited (dining facility, study areas, workout facility, restroom, etc.).
- Respond to inquiries by CDC or public health authorities as/if received.
 - In this instance, the University is allowed to disclose the identity of individual and protected health information.

Athletics Department Participation Guidelines

The below guidelines include all athletics department members and where applicable visiting team members. Additional information on specific sports, including Marching Band, will be communicated directly with athletes.

Education

- Must complete educational training and signed documentation of completion.
- Must sign COVID-19 Assumption of Risk and Waiver of Liability.
- Must sign MSC COVID-19 Assumption of Risk and Agreement to Share Information.

Temperature/Symptoms Checks

- Must be checked prior to use of all athletics facilities and sponsored activities. This includes meetings, weights, rehabilitations, practices, travel, and competitions.
- Elevated Temperature:
 - 100.4 F or higher
 - Must follow appropriate communication protocol
 - First Elevated Reading:
 - Quarantine in temperature-controlled room for 10-20 minutes and recheck (thermal or oral)
 - Second Elevated Reading:
 - Removed from participation and sent immediately to get tested.
 - Quarantined until test results received.
- Travel
 - Travel is a necessary function for conference competition. All travel will be done in a responsible manner to mitigate threats posed by the virus.
 - Whenever possible, coaches will minimize the size of the travel roster. This will reduce congestion on the mode of travel and the number of student athletes in the same hotel room if the trip requires an overnight stay.
 - Day Trips:
 - Before getting on the bus.
 - Elevated Reading:
 - Do not travel and send for immediate testing.
 - As soon as the team unloads from the bus at the venue.
 - Elevated Reading:
 - Quarantine appropriately and upon return to campus send immediately for testing.
 - Overnight Trips:
 - Before getting on the bus.
 - Elevated Reading:
 - Do not travel and send for immediate testing.
 - Before eating breakfast at the hotel.

- Elevated Reading:
 - Quarantine appropriately and upon return to campus send immediately for testing.
- As soon as the team unloads from the bus at the venue.
 - Elevated Reading:
 - Quarantine appropriately and upon return to campus send immediately for testing.

Mask Use

- Must be worn to and during temperature/symptoms checks.
- To and from all athletic department sponsored activities (weights, meeting, practices, competitions).
- Must be worn during travel.
- Must be worn in the athletic training facilities.

Equipment Use

- All equipment must be cleaned after each use.
- Water bottles and PowerFlos (Coolers on Wheels) will not be used.
 - Disposable cups will be used.
 - Student athlete personal water bottles will be used.
- Water coolers will be assigned to a team and can only be used by that team.

Locker Room Use

- Closed for all sports (except football) for day to day activities.
- Only available on game days.
 - Must be cleaned a minimum of 30 minutes before use.

Athletic Training Facilities Use

- Must have an appointment for treatments.
- Equipment will be cleaned after each patient.

Game Day Guidelines

- Visiting Teams:
 - Must wear masks to, during, and from temperature/symptoms check.
 - Elevated readings will be removed from participation and sent to the quarantine area until after competition for team personnel to address.
- Locker Rooms
 - Must be cleaned a minimum of 30 minutes before use. Once cleaned they are locked and no one can enter except for the assigned team. It is the assigned team's responsibility to regulate the entry of team members before, during, and after competition.
 - Must allow a minimum of 30 minutes between use of shared facilities (multiple events in one day) for cleaning.
- Equipment
 - Cleaned prior to competition and not used until competition starts.

- Officials/Game Day Personnel/Sport Information
 - Must wear masks to, during, and from temperature/symptoms check.
 - Elevated readings removed from participation and sent to the quarantine area until after competition for team personnel to address.
- Quarantine Area
 - Will be venue specific and communicated prior and/or upon arrival.
- Temperature/Symptoms Check Area:
 - Will be venue specific and communicated prior and/or upon arrival.
- Pre-game Walk-Throughs, Shoot Arounuds, Practices, etc.
 - No facilities will be available.
- Athletic Training Facilities
 - Pre-Game: Taping only
 - Post-Game: Ice only
 - Must be clean (showered)

Response Plan

Communication

- CU will follow University communication procedures.
- CU will follow Midsouth Conference communication procedures when applicable.

Elevated Temperature/Symptoms Check

- Athletes and coaches will contact their assigned athletic trainer in the event that they are experiencing symptoms of COVID-19 or they have witnessed someone else experiencing symptoms. It is important for this notification to take place within 4 hours of symptoms occurring.
- Individual is to be sent immediately for testing and quarantined.
 - Positive test quarantined and under physicians care until cleared.
 - People directly associated with the individual will be sent immediately for testing.



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