



REOPENING PLAN | FALL 2020

Last updated Aug. 28, 2020

INTRODUCTION

In spring 2020, the COVID-19 pandemic prompted the closure of Simpson University's campus and a move to remote instruction for the remainder of the semester. Subsequently, President Norman Hall appointed a COVID-19 taskforce composed of administrators, faculty, staff, and a retired physician/board member to work toward a full, safe reopening and return to on-campus instruction in fall 2020. The taskforce has worked closely with our local advisory group and Shasta County health officials to develop a plan that aligns with state and federal guidelines for a safe return to campus life, academically, residentially, and co-curricularly. In addition, the university has partnered with [Capsid Consulting](#) to provide customized guidance, interventions, and mentorship for infection prevention.

A number of community leaders have made significant contributions to this work, and we are very grateful for their support and leadership. Adam McElvain, Mayor of Redding, helped review our work and provided guidance to our administration. Judy Flores, Shasta County Superintendent of Schools, helped review our plan and represents us on the advisory committee for Shasta County. Alexandra Gee, Shasta County Public Health, helped to write our guidelines and met with the taskforce to help develop the reopening plan. Special thanks to the taskforce, with extra thanks for the leadership provided by Dean of Students Mark Endraske.

The taskforce developed two guiding documents to serve as resources for our reopening. The first is based on the four stages from the [CA Resilience Roadmap](#) and represents our thinking as it relates to operating during various stages of reopening. The second document is this SU Reopening Plan. This working document outlines basic guidelines for how Simpson University plans to reopen in the fall for safe residential living and on-campus instruction. Following the Aug. 7 release of the [California Department of Public Health's Higher Education Guidance](#), the SU Reopening Plan was reviewed again by county health officials and Capsid Consulting to ensure alignment. Please continue to check back for updates as we monitor the pandemic

situation and make adjustments as needed. The health and safety of our students, faculty, and staff is our highest priority.

Please direct any questions to the Dean of Students (mendraske@simpsonu.edu). Thank you for your help and cooperation in keeping our community safe. For additional information, visit our COVID-19 website at simpsonu.edu/coronavirus.

RETURNING TO CAMPUS

Fall Semester Schedule *(updated 8.7.20)*

- Simpson is currently planning to open on time for the fall. Classes are scheduled to start on Monday, Sept. 7, and end on Friday, Dec. 18.
- No student is allowed to move onto campus before Sept. 4.

COVID Testing Prior to Arrival *(updated 8.13.20)*

- With the increase in COVID-19 cases and the need to safely transition students to campus this fall, **we are now requiring all students (traditional undergraduates and adult programs) to submit negative COVID test results.** Results may be emailed to wellnesscenter@simpsonu.edu.
- The test must be completed within 30 days prior to a student's arrival on campus. We prefer the results to be emailed before arrival, but we will accept a written report upon arrival.
- If a student's courses or program are 100 percent online (e.g., some degree-completion and graduate programs), there is no need to get tested unless you are planning to be on campus for any reason.
- Here is a link to set up an appointment for COVID testing in California: <https://lhi.care/covidtesting> (tests scheduled through LHI.Care in Shasta County are free; charges might apply in other locations).

Arrival Without a Test Report *(added 7.17.20)*

- **If a student arrives without having been tested, a test will be administered on campus immediately upon arrival, and the student will be charged \$300.** This charge will cover the test and two to three nights in a local hotel, during which time the student's participation will be limited for on-campus activities. This helps ensure the safety of students, faculty, and staff on campus and our continuity of operation. After the

university has received a negative test result from the student, the student will be allowed to come on campus.

COVID Testing After Arrival *(updated 8.28.20)*

- In addition to requiring negative COVID test results from all students prior to arrival, **we will also be requiring that all students be tested again within 10 days of being on campus.**
- Simpson University will hold **on-site testing in the Grant Center on Monday, Sept. 7, between 8 a.m. and 3:30 p.m.**, for all students who can utilize this option.
 - There is no cost to students for this test, but you will need to provide your insurance information, so please bring that with you to campus.
 - We encourage you to schedule an appointment in advance (keep in mind that Sept. 7 is the first day of classes for some programs, so please work around your class schedule). [Click Here to Schedule COVID Testing](#).
 - Antibody testing will be available at the same time as your scheduled COVID test. While not required, we strongly encourage all students to get the antibody testing.
- Students who are unable to get their second test on Sept. 7 should schedule a free test with [lhi.care/covidtesting](#) at Shasta College as soon as possible between Sept. 7 and Sept. 17. Please forward your second test results to wellnesscenter@simpsonu.edu.
- Many students should also expect testing as part of the program they associate with (e.g. nursing, athletics, etc.). Simpson is working with local health officials to ensure all students are provided access to testing.

New Student Orientation *(updated 8.7.20)*

- [New Student Orientation](#) starts Friday, Sept. 4. A maximum of two guests will be permitted to accompany each student.
- All parents and guests are expected to wear face coverings and follow physical distancing guidelines.
- Campus staff will be available in their offices and at the Grant Center (gym) to provide additional information to students and parents.
- The university is making additional efforts to collect all needed information electronically before arrival to minimize face-to-face contact. You may receive additional calls from Admissions, Student Financial Services, Registrar's Office, and the billing office.
- All new athletes must report to all scheduled events for New Student Orientation.

Fall Athletes *(updated 8.13.20)*

- All student-athletes should plan to arrive for the regular start of school. There is no early arrival for fall athletes. All new student-athletes are required to attend New Student Orientation.
- All Simpson University students are asked to provide negative COVID-19 test results prior to arrival and will be tested again within 10 days of being on campus. Student-athletes will be tested again as per NAIA guidelines during practices and before competition begins.
- The California Pacific Conference announced July 23 its [decision to move the fall sports seasons](#) in cross country, soccer and women's volleyball at its 15 institutions to spring 2021. While Simpson University was not located in a coronavirus hotspot or in a county on the California watch-list at the time of this decision, most Cal Pac colleges were.
- Dependent on state and local guidelines, Simpson University is working with a few schools from other conferences to build an alternative fall competition schedule for these student-athletes.

International Students *(updated 8.11.20)*

- Simpson University is informing its international students that travel restrictions are in effect, and circuitous travel arrangements may be necessary to get to Redding. Those students are asked to please plan ahead to make their own arrangements.
- All international student-athletes are to report on Sept. 4 or 5, along with other returning students, with their negative test results as described above. **There are no longer any early arrival accommodations for students on campus.**
- International students are to self-quarantine for 14 days prior to arrival.
- The usual I-20 visa procedures still apply. Contact Allegra Weaver (returning students) and/or Michelle Mbok (new students) for assistance to update your I-20s. As of July 16, 2020, returning students may travel on their I-20's signed for travel from the Spring 2020 semester. I-20s will be updated at the beginning of the semester at International Student Orientation.
- The latest federal advisory states that students who cannot return to the U.S. due to travel restrictions **may take** online classes through their institution (this is a temporary measure), providing that these classes are program-applicable. If the institution is not fully online, all classes will likely not be offered in online format for students studying from their home country. Students in this situation may be below full-time enrollment and still be compliant with F-1 visa requirements (this is a temporary measure).

- **Simpson University is planning for full remote participation (utilizing a HyFlex curriculum delivery method) for any admitted international student who is not able to get to campus in time for the start of the semester.**
- Students returning to campus in the fall are expected to be at full-time status.
- Contacts: Allegra Weaver, aweaver@simpsonu.edu, 530-226-4939, allegraweaver.youcanbook.me; Michelle Mbok, mmbok@simpsonu.edu, 530-226-4610

No Early Arrival (*updated 8.7.20*)

- **Due to the COVID-19 situation, Simpson University is not allowing early student arrivals.** All students should make plans to arrive on the approved dates (Sept. 4 for new students; Sept. 5 for returners).
- If students need help in changing flight plans, the university is making the following help available:
 - Travel agent assistance -- contact Tessa Hopkins, tessatravell@gmail.com or (818) 395-7328
 - A Deacon's Fund has been set up to help students with COVID-related financial hardships, including changes in travel plans. International students are not eligible for any federal funds, but this Deacon's Fund has access to additional monies specifically for international students. Domestic students may apply to this fund. All students who apply will be required to submit verification of the increased expenses. Submit a request via email to deaconsfund@simpsonu.edu to receive application information. **All financial assistance from the Deacon's Fund comes in the form of a reduction of a student's owing balance, not a check.**
- Students who are not able to be on campus for the Sept. 7 start of classes must attend classes remotely. Students are expected to not miss classes due to travel-related delays. A common example is a student wanting to arrive early due to a less expensive flight; the university would ask the student to find a less expensive flight option AFTER the start of classes.

Residential Move-In (*updated 8.7.20*)

- **New Students: Move-in is on Friday, Sept. 4.**
 - Last name starting with A-H: Please arrive between 8-9 a.m.
 - Last name starting with I-P: Please arrive between 9-10 a.m.
 - Last name starting with Q-Z: Please arrive between 10-11 a.m.
- **Returning Students: Move-in is on Saturday, Sept. 5**
 - Last names beginning with A-K: Please arrive between 9-10 a.m.
 - Last names beginning with L-Z: Please arrive between 10-11 a.m.

- If you cannot arrive during this timeframe, we will have a late check-in for returners between 4-5 p.m. Please email reslife@simpsonu.edu if you need to come to late returners' check-in.
- **Commuters must check in Saturday with returners.** This will enable off-campus students to clear all necessary check-in steps before arriving on campus Monday morning for classes.
- Only two guests will be permitted to accompany each student during residential move-in. All family members and guests are expected to observe physical distance guidelines and wear face coverings during move-in.

Heightened Safety Protocol *(updated 8.21.20)*

All students, faculty and staff will follow our “**heightened safety protocol**” from their arrival on campus until Sept. 21 (14 days after the start of classes).

- Face masks [according to guidelines](#)
 - Wear face masks inside at all times (even when distance is maintained)
 - Exceptions: No mask needed when you're not sharing a common area, room or enclosed space with others.
 - Distance maintained (e.g., classroom occupancy limits)
 - Classroom occupancy based on available distance.
 - Keep physical distance when possible and wear a face mask when not possible.
 - No visitation hours in residence halls during this time.
- Hand hygiene
 - Practice good hand washing often.
 - Use hand sanitizer often.
- Takeout and patio dining only
 - Food service will be limited to takeout or outside dining, similar to local restaurants.
- Limit non-essential gathering sizes to 10 unless programmed according to site plans and/or outside with distance.
 - Common spaces have reduced occupancy limits, including in residence hall lobbies and kitchens.
 - Some common spaces may be closed to avoid inside gatherings.
- Limit travel to necessary trips for food/supplies/work/etc.
 - During the early part of the semester, and before all students are tested a second time, local travel should be limited to essential trips.
 - Our county is concerned about higher education and the impact that college students can have on a local community (e.g. young people coming from outside locations) and we need to demonstrate through our restraint that we are not going

out during the stay at home order for CA.

- Out-of-county travel limited to essential travel only (HR should be involved in return protocol)
 - Students should stay in Shasta County unless there is an essential need.
- Health Screening (e.g., athletics)
 - There will be health screening done prior to some activities or events.
- Self Screening for all
 - Stays home if you are sick or have a temperature (i.e., COVID symptoms).
 - Pay attention to your personal health.
- Temperature Stations
 - Temperatures will be checked throughout the campus.
 - Students with a temperature of over 100 will be asked not to participate in regular school and athletic events, but to stay in their room, rest and monitor for other health symptoms. Commuters will be asked to stay at home.
 - Students with a temperature of over 100.4 will be asked to quarantine at home.
- Our community may revert to “**heightened safety protocol**” as needed throughout the semester.

Refunds in Case of Campus Closure *(added 7.17.20)*

- Simpson University’s existing refund policy is very generous. Room and board refunds will be made for up to 8 weeks into the semester. The refund amount is calculated based on how far the semester progressed before the campus transition was required [[link to refund policy](#)]. If a COVID-19 incident forces a transition to online-only education after 8 weeks into the semester, the university will endeavor to access state and federal funding sources that might be offered for additional student relief.
- In the event SU is transitioned to online education, tuition will not be refunded or discounted as the university will continue to provide education in a remote format, as per federal requirements.

ACADEMICS

Classroom Instruction -- HyFlex Method *(updated 7.17.20)*

- While classes will be offered face to face when possible, Simpson University has made arrangements for classes to be video-transmitted and recorded so that a student can see the class from a remote location, such as their residence hall, library, or student union, either during “real” class time or any time after the class has finished. This allows the

classroom experience to be safe with physical distancing and without overcrowding. It also allows any student with a compromised immune system to continue their studies at Simpson University remotely. Each classroom will have a site-specific protection plan that includes occupancy limits that will be observed for each class.

Essential Programs *(updated 7.17.20)*

- The state of California has deemed nursing students as 'essential' to support the nursing workforce throughout the state. The California Board of Registered Nursing has received communication of our university plans for on-ground classes and lab experiences using a HyFlex model to support the transition to remote learning if needed. If the university is required to go fully online, the Board of Registered Nursing and Simpson University have approved plans for the delivery of all courses and labs.
- Other majors and programs may be considered essential and named at a later date.

Choir/Music

- Choir and music may operate within [the places of worship guidelines](#) provided by the state.

Internships/Student Teaching/Clinicals

- Students are expected to follow the guidelines of the specific site. When returning to campus, students should take every precaution with hygiene and sanitization of personal belongings.

Library

- Following the [state library guidance](#) when possible, the Start-Kilgour Memorial Library will post a site-specific protection plan that will address distancing guidelines, hygiene/cleaning guidelines, and face-covering protocols.

CAMPUS LIFE

Chapel and Events *(updated 7.24.20)*

- The chapel program will be offered according to public health [guidelines for church gatherings](#). Accordingly, chapel may be offered with adjustments for distance and will allow remote access for those not able to attend. Chapel may also be offered in a way that allows for smaller groups.

- Events will follow [guidelines](#) laid out by state and county health officials.

Residency Requirement

- The residential requirement has not changed. In keeping with the current policy, students must complete an application to be approved to live off-campus. For health concerns related to COVID-19, students must have a high-risk condition as listed by the CDC and documented by a medical professional, as well as approval by the Academic Success Center, in order to live off campus.

Residence Hall Lobbies *(updated 8.20.20)*

- Students will maintain a physical distance of 6 feet or 3 feet with a face covering in common spaces, including residence hall lobbies. Hard surfaces in common areas will be sanitized on a regular schedule. Check signs for information about limits in lobbies and residence hall kitchens.

Dining Center and Coffee Shop

- Food service will be provided while limiting density, increasing to-go options, offering outdoor seating, and following [CDC guidance for food service](#). Special arrangements will be made for students who are at higher risk for severe illness from COVID-19 as described by CDC guidance, and information will be made available.

Athletic Programs and Weight Room

- Athletic practice will be allowed following the [athletic checklist](#) provided by the county. Game management, including spectator guidelines, is still being developed and we will provide an update when available.

Student Service and Administrative Offices

- Each department will post a site-specific protection plan that will address distancing guidelines, hygiene/cleaning guidelines, and face-covering protocols. These will follow [state office workspace guidelines](#) when possible.

TRAVEL

University Travel

- Students and employees traveling as part of a Simpson University program must be fever-free and healthy (no COVID-19 symptoms). Students and staff will participate in temperature checks prior to boarding buses or vans. Staff will take every precaution to ensure students are kept as healthy as possible.

Personal Travel

- Students, faculty and staff are strongly discouraged from traveling out of Shasta County during the semester. Students will follow state [guidance](#) on recommendations regarding out-of-state travel and quarantine. If travel is necessary, students should take every precaution while away from campus and self-monitor carefully for illness for 14 days following their return to campus. Students should avoid travel to COVID-19 “hot spots” as determined by the CDC. Travel has significant implications for the health of the community. Please use every precaution for the health and safety of fellow community members, remembering that all travel introduces risk.

Sharing Vehicles

- Students and employees are encouraged to ride alone or only with household members/living-area members whenever possible.

ADDITIONAL HEALTH GUIDANCE AND SANITATION

Classrooms and Common Areas

- Students are expected to disinfect their individual classroom space or common area space with provided sanitizer. Additionally, disinfection of common areas will occur regularly.

Shared Equipment

- Shared equipment should be used by only one student at a time and disinfected between each use. Students are expected to disinfect shared equipment with provided sanitizer after every use.

COVID-19 Symptoms *(updated 8.19.20)*

- If a student exhibits a fever of 100.4 or above and one of the following symptoms, they will be sent home to isolate, per [CDC guidelines](#). If a student has a hardship that prevents them from isolating at home, the university will provide campus accommodations and care. A student ill with COVID-19 symptoms must isolate until at least 10 days after symptoms first appeared; at least 24 hours with no fever (without fever-reducing medication); *and* symptoms have improved. COVID-19 symptoms include:
 - Fever or chills (fever of 100.4 or higher)
 - 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
- Students should not participate in any on-campus activities while ill. Residential students should report symptoms to the Wellness Center and to the Residence Life staff as soon as possible for meal delivery and living-area health.

Exposure to COVID-19 *(updated 8.19.20)*

- Students who have been exposed to COVID-19 but are not exhibiting symptoms will need to quarantine at home for 14 days after your last contact, monitor for symptoms and report daily to the Wellness Center. Exposure is considered ≥ 15 minutes within 6 feet of a person with COVID-19 without either individual wearing a mask.
- Students who are exhibiting symptoms will need to isolate at home and not return to campus until at least 10 days after symptoms first appeared; at least 24 hours with no fever (and no fever-reducing medication); *and* symptoms have improved.

COVID-19 Positive Test *(updated 8.19.20)*

- Students who test positive for COVID-19 must follow the [current CDC guidelines](#). If they test positive but do not have symptoms, they must isolate at home until 10 days have passed since their last positive test. If they have symptoms, they must remain home until at least 10 days after symptoms first appeared; at least 24 hours with no fever; and symptoms have improved.

- If a student has a hardship that prevents them from isolating at home, the university will provide campus accommodations and care.

Contact Tracing and Quarantine

- Students who test positive for COVID-19 will be contacted by the Shasta County Public Health Department for [contact tracing](#) from the date of onset of symptoms.
- If a patient was in close contact with anyone while symptomatic, those people are quarantined for 14 days. If they develop symptoms during that time, the health department determines if they need to be tested for COVID-19.