

Southwestern Christian College



P. O. Box 10, Terrell, TX 75160-9002

July 20, 2020

Southwestern Christian College primary commitment is to the health and safety of the faculty, staff and students. On August 17, 2020 essential staff and supervisors return to campus to begin our phased, gradual and carefully planned return to normal operations. We're requiring that all incoming freshman or first time students arrive on August 17th for registration and room assignments. On August 19, 2020 we're asking all sophomores and upper classmen to return. Dining Hall services will begin on August 17th. On August 24, 2020 all classes begin. It is important to note, Southwestern Christian College will require all faculty, staff, students and visitors to wear all appropriate face coverings while inside campus facilities and buildings.

The Academic Calendar for the Fall Semester has been modified. On Monday, August 24th, in-person instruction will conclude at Thanksgiving Break with all remaining coursework and final exams moving online following Thanksgiving. For more information about the plans for the fall semester instruction, contact Dr. Deborah Hodridge, Chief Academic Officer.

It is important that all members of the community are aware of the many safety precautions being taken by the college, are knowledgeable of the resources available to them, and understand their individual responsibility to abide by the guidelines issued by Southwestern Christian College, Center of Disease Control, Department of Education and Kaufman County to contain the spread of the Corona virus.

Thank you,

A handwritten signature in black ink that reads 'E. D. Seamster'.

President/CEO



Dear Southwestern Christian College:

Thank you for your prayers, patience, and support as we have worked to develop a comprehensive plan for the fall 2020 semester. I, along with the SwCC Board of Trustees, continue to monitor the COVID-19 pandemic and safety guidelines from governmental agencies. Working closely with SwCC faculty and staff, I have already started to implement the necessary actions to mitigate risks associated with the COVID-19 pandemic. I am committed to maintaining services required to deliver an exceptional education to our students. It is critical that you read this letter in its entirety and familiarize yourself with its contents.

SwCC's fall 2020 Re-opening Plan was developed from discussions and recommendations provided by various stakeholders, health officials, and in accordance with guidance from the Centers for Disease Control and Prevention (CDC). The Texas Department of State Health Services (DSHS) works closely with the CDC in responding to COVID-19. Information on guidance for Texas can be found at:

<https://www.dshs.texas.gov/coronavirus/> .

Regardless of city, state, and federal government regulations, it is imperative for us to adopt proper health and safety protocols appropriate for the wellbeing of SwCC. We all have the responsibility to protect our SwCC community; a responsibility that begins with our personal behaviors and strict adherences to healthy practices on and off campus.

FAQs Frequently Asked Questions About COVID-19

What is Corona Virus?

The Center of Disease Control has a fact sheet that answers many basic questions about Corona Virus. You can also visit the CDC Corona Virus website by clicking on the link for CDC at www.swcc.edu



As you read the plan, please understand that the future has many unknowns. This requires us all to be flexible, patient, and understanding. If it becomes necessary for adjustments to be made, I will do all I can to make the adjustments quickly and communicate with all who may be impacted.

Academic Calendar

We are delaying the beginning of the academic year. Classes will begin on August 24, 2020. We have planned for a hybrid academic model. In this hybrid model, some courses will be offered on campus and others will be online.

I understand that some members of the SwCC community will not be comfortable engaging in face to face instruction or a residential campus environment due to underlying medical conditions or a concern over transmission to friends or family members. Therefore, SwCC is making accommodations for faculty, staff, and students who are in high-risk groups, to teach, work, and attend classes in a safe environment. Following CDC guidance, these groups may include, but are not limited to individuals with: chronic lung disease, moderate to severe asthma, serious health conditions, immunocompromised conditions, severe obesity, diabetes, chronic kidney disease and liver disease, and those who are over the age of 65.

Faculty meetings were held to discuss flexibility regarding course instructional format, and teaching responsibilities. Supervisors will meet with staff to provide flexibility regarding work options, whenever possible. Academic advisors will consult with students to design plans to maximize learning opportunities.

Although all classes will begin on August 24, 2020, on-campus classes will move online beginning November 20, 2020. Students living on campus will return home no later than November 23, 2020 for Thanksgiving and not return to campus until the start of the spring semester. The final examination period may be scheduled prior to or after Thanksgiving. If the final exam period is scheduled after Thanksgiving, then the exams will be provided online. Further guidance will be provided by the Dean of Academic Affairs.

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Campus

Many health and safety measures have been taken to prepare for life on campus. Campus-wide deep cleaning, restricting access to certain buildings/or spaces, and even shutting off water fountains is just the beginning. To continue to reduce the spread, sanitizing stations will be placed in every building, office, and classrooms. SwCC will also provide sanitizing agents to appropriate faculty and staff. Throughout the summer, we will continue to enhance safety measures and provide updates. Not only will the physical campus be transformed, behavioral expectations will be altered as well.

Personal Protective Equipment/Mask

MASK WILL BE REQUIRED ON CAMPUS. SwCC will provide personal protective equipment (PPE) in the form of masks and face shields to all faculty, staff and students as part of a SwCC Care Package. Everyone should be prepared to provide their own masks and gloves as well. Additional PPE will be provided, as appropriate, for ALL visitors to campus.

Campus Visitors

Visitors to campus will be limited. Visitors will be strongly encouraged to make an appointment before coming to campus. All visitors will be required to check in at the Guard House. Temperature checks will be conducted and mask and gloves will be required. Visitors that refuse or have a high temperature will not be permitted on campus.

Classes/Classrooms

As mentioned before, some classes will be face to face. Faculties that are teaching face-to-face- will be required to wear a face shield and mask. Students will be required to wear a mask during class and practice social distancing.

Capacities for all classroom spaces will be reduced to implement social distancing. Larger lecture halls, auditoriums, and the gymnasium will be used with the largest on campus classes. The on-campus format may be changed the local conditions change.

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Chapel

Chapel will be held virtually. ALL students will be required to log on each day. Chapel attendance will be recorded. More information regarding chapel will be provided before the first day of classes.

Chorus

Due to the CDC's warning of possible increased spreading while singing, there will be no in person rehearsals. We will work to find a suitable online platform to host virtual rehearsals. Also, all travel and in person performances are suspended until further notice.

Events, Student Activities, and Gatherings

In accordance with CDC guidelines, no large gatherings will be allowed, especially within confined spaces. The capacity of gatherings will be guided by social distancing restrictions current at the time. Team practices will be closed to spectators. Details on athletic events will be located on the SwCC website.

The Ram Recreation Center will be closed until further notice. Information regarding student activities and programming will be provided from the Director of Student Activities.

Student Services

The Center for Student Success will be closed until further notice. The Center for Student Success will be 100% virtual. Students will be able to have individual and group tutoring via Google Meet. Information regarding additional academic resources will be provided from the Director of the Center for Student Success.

The Library will remain closed. Students will have 24/7 access to *TexShare*. Login information will be provided by the Head Librarian.



Living and Eating on Campus

Students who will be living on campus will move into the residence halls in phases beginning August 17, 2020. A limited number of single rooms have been set aside. Single rooms are assigned on a first come, first serve basis. Students requesting a single room will need to make a \$500 deposit by August 15th. If you are not assigned a single room, your deposit will be refunded.

All residence halls have been deep cleaned and will be recleaned immediately prior to move in. Move in will be spread out over several days. Students will be assigned a move-in time. Missed move in times will have to be rescheduled prior to arriving on campus. Residential students will receive a separate email indicating an assigned move in date, time, and applicable protocols. Students that show up outside of their assigned timeslot will be turned away. Further details will be provided by the Dean of Students.

Increased cleaning of common area spaces and bathroom will be implemented. Students are also encouraged to bring additional cleaning supplies from home to maintain their individual living spaces. Strict adherence to reduce capacity in the residence hall lounges will be closely monitored.

Dining services will include both eating in the dining hall and enhanced take-away service. A maximum of 25 people will be allowed to eat in the dining hall at a time within a 20-minute time frame. There will also be the option to “grab and go” and eat in a different location.

Behavioral Expectations

In accordance with CDC guidance, SwCC will require that all faculty, staff, students, and visitors employ the following behavioral guidelines:

- Keep at least six feet between yourself and another person in all public places and inside all buildings.
- Avoid close contact with others.
- Face masks or face coverings must be worn by everyone on campus when in the presence of others, in public indoor spaces and in public settings where other social distancing measures are difficult to maintain.

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- Remain at home, or in a residence hall room, if you have a fever, or other symptoms associated with COVID-19.
- Students that fail to adhere to all safety protocols will be asked to leave the campus. If it is a residential student, the student may be required to move off campus and continue courses online. Continued violations could result in suspension for the remainder of the semester.

Health and Safety Measures

- We will continue to receive and review guidance provided by the CDC and DSHS.
- Students are required to complete a COVID-19 test within the seven days prior to arriving on campus, then share results with the Dean of Students.
- Building entries will be limited to one entry point per building.
- Temperature screenings will be conducted daily for everyone entering campus. Temperature screenings will also be conducted when entering every building and some offices. Students will be screened when entering the residence halls and during curfew checks. Residence and Dining hall staff will be checked several times throughout their shifts.
- SwCC will implement regular (daily) symptom screening for all students and staff. This may be conducted via questionnaire.
- If necessary, SwCC will be coordinating contact tracing with the Department of Health Services for any suspected cases of COVID-19 among faculty, students and staff on campus.
- Isolation spaces have been identified on campus, in the event it is needed. A campus cottage and trailer will be used to quarantine and isolate students as needed. Should the number of students who need to isolate increase; the isolation area will be expanded.
- A Memorandum of Understanding is being created with several health care providers within Terrell and the surrounding area.
- Training for faculty, staff, and students will be conducted, including required student participation, prior to the start of the fall semester. This training is designed to inform students about the health behaviors expected and required during the fall semester. Training and educational materials will be provided regarding the risks associated with COVID-19 and proper methods to mitigate said risks. Materials will also include symptom screening and testing, and where to receive treatment as needed.

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- Resources regarding additional support services will be provided to faculty, staff and students via Populi as necessary.

I want to thank our incredibly committed Board of Trustees, faculty, and staff who have worked diligently to develop the details of the plan with a focus on the safety and health of our beloved SwCC community. This continues to be one of the most challenging years in the history of SwCC. However, I remain encouraged by the dedication of so many to maintaining the SwCC experience. An experience that is deeply-rooted in Christian values and morals, and connected to a rich history. Our collective prayers, faith, commitment, responsibility, and support will keep us #onthemove.

Thank you,

A handwritten signature in black ink that reads 'E. D. Seamster'.

President/CEO

Adopted 7/20/2020

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