



JUTN Spring Planning Guide
November 23, 2020

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A Note from the President

As we bring the fall semester to completion by shifting to remote instruction after the Thanksgiving break, it is important to review, reaffirm, and clarify our procedures and practices necessary to safely and effectively fulfill our mission. We continue to face the impact of the COVID-19 pandemic with persistence, flexibility, and resourcefulness, trusting in God's care. This update addresses our campus practices for the Spring 2021 semester. Rather than reprint the entire Fall Planning Guide, in this Spring Planning Guide we have noted only the changes, listed section by section. Where no change is noted, the wording from the Fall Guide stands. The Fall Guide will remain on our website for reference.

Thank you for your ongoing commitment to caring for each other and for our community.

Tommy Smith
President, Johnson University

I. Strategic Priority One: Mission Focus

Student recruitment strategies

The University is considering hosting small in-person recruitment events or Preview Days during spring semester. Decisions will be made in accordance with all available CDC and health department guidance. Admissions has been hosting individual prospective students and parents for campus tours throughout the fall and will continue to do so this spring.

II. Strategic Priority Two: Data-Driven Decision Making

Johnson University will continue to follow guidance from the CDC and from state and local government and health officials as we plan for the spring semester.

Data from Knox County Health Department as of November 19, 2020

New, confirmed cases of COVID-19 in Knox County spiked in early August, mid-September, and now. The current spike is the largest by 10% and is trending upwards. Hospital data is even more concerning. Average daily COVID-19 inpatients are up 62% from the highest previous spike in early August. That COVID patient numbers have proportionally risen higher than confirmed cases may suggest infection rates are currently being under-reported. ICU beds are currently at 83% capacity. Ventilators are at 42% capacity. Surge capacity of an additional 543 ICU beds and 374 ventilators is available. COVID-19 cases per 10k residents is 362.6. In June that number was 14.5. Hospitalization rate of those testing positive is 0.81%. In June that percentage was 8.5. These number suggest higher numbers of tests and higher rates of infection. To date, 138 Knox County residents have died from COVID-19.

Assessment

During the fall semester, Johnson University surveyed staff, faculty, students, and parents to receive feedback about the University's response to COVID and its fall plans. The data from these surveys informed the University's planning for spring semester. Key stakeholders will be surveyed again during the spring semester.

III. Strategic Priority Three: Financial Stability

Tuition

Tuition and fees have historically been differentiated between online and in-person, by campus location, by program, and by division. No changes are anticipated with tuition, room, or board for spring semester. Billing will begin for students registered for spring courses by November 15, 2020. Payment arrangements will be due by December 15, 2020, in order to allow for four monthly payments for those needing payment plans. Payment arrangement flexibility will be determined on a case-by-case basis. Extenuating circumstances will be considered when payment in full or a four-month payment plan is not possible.

Work-study

No changes to work-study hours available are anticipated. If changes are necessary after the semester begins, appropriate adjustments can be made to available positions or hours. Students will not be required to fulfill work-study positions that are not available, nor will they be compensated for hours not worked. The University will try to place workers in any open positions whenever possible.

IV. Strategic Priority Four: Preparing the Campuses for Return

Visitor/Activity Policy Overview

The overview chart from the Fall Planning Guide is reprinted below. Most of the chart remains the same for spring. Changes have been highlighted.

<p>These visitors/activities are allowed on campus in person, in accordance with CDC and campus guidelines</p>	<ul style="list-style-type: none"> • Informal/recreational use of campus grounds and facilities by students and campus residents • Internal meetings, conferences, seminars (if 10 or fewer people) • JU Business Guest Housing (internal request for the purpose of conducting JU business) • Local (greater Knoxville area) travel
<p>These visitors/activities are allowed on campus in person, in accordance with CDC and campus guidelines, but with enhanced mitigation enforced by an event owner/sponsor.</p> <p>Enhanced Mitigation examples:</p> <ul style="list-style-type: none"> • Strict distancing and crowd control • Use of PPE • Triage process for admission • Increased sanitization of surfaces and participants • Limited access to campus facilities and grounds 	<ul style="list-style-type: none"> • Orientation student activities • Preview Days • Campus visits/tours • Commencements • ECLC • SGA and Student Club activities • Informal/recreational use of campus grounds and facilities by commuter students and faculty/staff. • Intramural recreational activities • Informational/recruitment booths in common spaces • Chapel services • Internal meetings, conferences, seminars (if 11 or more people) • Non-classroom academic programs
<p>These visitors/activities may proceed with program or event but in a hybrid (online/in person) approach, potentially with enhanced mitigation.</p>	<ul style="list-style-type: none"> • Alumni functions • Donor relations • Academic guests • Guest speakers • Career Fairs and recruiting activities • External meetings, conferences, seminars (any number) • Athletic events
<p>We recommend these visitors or activities should not be allowed on campus or proceed under any format. Discontinuation of such visitors/activities may be only temporary</p>	<ul style="list-style-type: none"> • Non-business guest housing • Parents, siblings, and/or friends of students visiting JUTN residence halls • Visitor/guest use of the ARC facilities (interior)

The University may make changes to this policy as needed during the school year.

Campus visitors (e.g., prospective students and families, job candidates)

Admissions will continue to use the Virtual Preview Days on our website. Preview Day Live will also be offered virtually and recorded for prospective students who are unable to attend. In-person Preview Days will be available this spring if CDC guidelines permit a limited number of attendees. Modifications for social distancing will be made and campus visitors will be required to pass temperature checks.

Spring Move In

The spring semester will begin on January 19, 2021. New students will arrive and move in on Friday, January 15 from 1:00 p.m. – 5:00 p.m. New student orientation will be held on Saturday, January 16 from 9:00 a.m. to 4:00 p.m.

Continuing resident students should move in before classes begin. Students may arrive as they wish in order to create a staggered arrival time. Resident students arriving before January 15 should use the Holiday Sign-In form provided by your resident directors.

Men’s and women’s basketball will come back to campus on January 3 and begin practice on January 4. Baseball and softball teams will arrive at their designated student arrival time.

International students should arrive before classes begin. If required by CDC or Tennessee Department of Health guidance, students arriving from international ports will be required to isolate for 14 days before joining the campus community. International students arriving from high-risk countries may be housed in isolation housing as provided in “Isolation/Quarantine Procedures” located at SP5 in the Fall Planning Guide.

Spring Events

Homecoming will be held online from February 23-25, 2021.

A decision will be made about Senior Saints by the end of December.

The Royal Welcome on March 20, 2021 will be virtual.

Founders Day will be held as planned on April 22, 2021.

Commencement will be held as planned on May 8, 2021. More details will be coming.

V. Strategic Priority Five: Maintaining Good Health and Well-Being

Mask policies

In order to protect the health of all community members, masks fitting snugly against the side of the face, covering both the nose and mouth, will be required any time you're indoors and any time students and faculty are in class, even when social distancing can be maintained. Masks must be secured and include multiple layers of fabric. Neck gaiters, masks with ventilators, and others that do not follow this criteria should not be worn indoors in place of the mandatory face covering.

Instructors may choose to wear face shields rather than masks as long as they are separated from students at least six feet. In classes in which hearing-impaired students rely on lip reading, cloth face masks should be removed by the instructor or others making platform presentations, and clear plastic face shields should be worn. Face coverings may be removed outdoors, in personal living spaces, and when seated in offices where employees are working more than six feet apart.

This policy may be adapted as needed throughout the semester in accordance with local health department guidelines.

Health markers for closure

It is very unlikely that Johnson University would close the campus or the residence halls during spring semester. If this becomes necessary, we may ask students to shelter in place or return home for just a week or two. All decisions will follow recommendations and requirements of state and local health departments and will be communicated as soon as possible.

Isolation and Quarantine Procedures

Individuals may leave isolation after 24 hours without a fever.

Mental and Emotional Health

We realize the disruptive nature of the pandemic and the changes to campus life can cause stress and can exacerbate existing depression, anxiety, and other mental health issues. Our University Counseling Center (UCC), located in Myrtle Hall, offers personal counseling at no charge to students while ensuring utmost confidentiality in all matters. The UCC will provide remote services to students via videoconferencing throughout the semester. Telehealth services are provided through a HIPAA-secure version of Zoom. The UCC will also offer a variety of small groups, crisis services, and other resources. Visit JohnsonU.edu/UCC to learn more about the services available to you. More information will be added as we continue to prepare for spring semester.

VI. Strategic Priority Six: Attractive, Adaptable Academic Plan for Instruction

Academic approach

For the spring term, the faculty will offer on-campus courses in four different delivery modes. Faculty members have identified which mode each course will use. When students register for courses, they will see only the day and time the course is meeting in person. When they choose to add a course, a popup note will explain which mode the course will use. This will inform students ahead of time how the course will be conducted. Here is a description of the four different modes:

- *Remote:* Some instructors have received permission to teach remotely because of health risks. These courses usually include synchronous Zoom sessions during the normally scheduled time for the course.
- *Hybrid:* These courses will provide online learning materials, such as recorded videos, that students will view on their own. Students will meet once a week for a shorter period of time to discuss the material.
- *Split Sections:* Because of room limitations due to social distancing, these classes will split students into two sections. During each class session, one section will meet face-to-face and the other section will join by Zoom, and then they will meet the opposite way during the next class session.
- *Normal face-to-face:* Courses small enough for all the students to fit into a classroom may meet the normal amount of time face-to-face (150 minutes per week for a 3-credit course).

As of the publication date of this guide, the breakdown of class modalities will be:

Remote: 8%

Hybrid: 13%

Split sections: 4%

Normal face-to-face: 75%

All classrooms have been equipped with webcams that will allow students who are quarantined or in isolation to join classes by Zoom or some other method. Some classrooms have been equipped more fully with audio technology that will detect and broadcast anyone speaking in the classroom.

Glass Memorial Library

The building has been prepped to allow patrons to maintain proper social distancing.

Access to the library building is limited to students, staff, faculty, and those who live on campus. At the building entrance and at various places in the building, signs are posted recommending mask-wearing and that patrons be free of fever or illness when visiting the library.

In the circulation/lobby area, plexiglass has been placed around the circulation desk as a barrier between staff and patrons. The floor is marked at social distancing intervals for patrons to wait their turn.

In the computer lab, some computers are closed. In the Reference Room and on the 3rd floor, some tables/desks and chairs have been removed to maintain six feet of social distancing. On the first floor, some chairs have been removed to maintain six feet of social distancing. The children's area has been moved to the first floor and all toys have been removed. The children's area is limited to individual study and retrieving books.

All library users are encouraged to use the library's virtual reference services during the COVID-19 pandemic. Because of the difficulty of maintaining six feet of social distance during an in-person reference consultation while looking at printed material or online resources on a computer screen, all reference consultations lasting more than 10 minutes will be completed virtually. Virtual reference options include LibChat (chat widgets pop up on every page on the library website), LibAnswers, SMS text to 865-622-9073, Zoom, email, and telephone to 865-251-2277. Signs are displayed throughout the building with instructions for finding/contacting librarians for assistance.

Any books/items returned are to be placed in tubs at the library entrance and are then quarantined for six days. Any books used in the library are placed in tubs around the building and at the end of each night are moved to the quarantine area for six days. Reference books used are placed in a tub and at the end of the night (or when the tub is full) a masked and gloved worker will move the books to a marked cart for quarantine for three days.

The staff will continue to rotate days in the library with remote workdays to reduce the likelihood of the entire staff being quarantined at the same time. Staff will wear masks when helping patrons and when moving through the building. Student workers will always wear a mask. Staff and student workers should monitor their temperatures before coming to work.

For the spring semester, the hours will be scheduled the same as the fall, recognizing that temporary adjustments may be necessary depending on staff/student worker availability due to illness or quarantine. Monday through Thursday the library will be open 9:00 a.m. - 9:00 p.m. before midterms and 9:00 a.m. - 10:00 p.m. after midterms. The library will be open 9:00 a.m. - 5:00 p.m. Friday and 1:00 p.m. - 5:00 p.m. Saturday. On Sundays the library will be open 5:00 p.m. - 9:00 p.m. before midterms and 5:00 p.m. - 10:00 p.m. after midterms. Circulation student workers will monitor the number of patrons in the building to make sure occupancy does not exceed the capacity for social distancing. Signs have been placed limiting the number of individuals in certain areas.

The reserve shelves will not be used while it is necessary to quarantine materials after use.

Surfaces throughout the library are wiped down with Virex on a regular basis, depending on the amount of traffic in the building, as well as before opening and after closing each day.

No classes, presentations, or story times will be held in the library during this time.

Scheduling

The spring term will start one week later than scheduled, and Spring Break will not be held. Classes will not be held on February 24, March 11, April 2, and April 22.

The schedule for online classes is not affected by these changes.

This schedule may be adjusted if local or national health conditions worsen.

Academic Affairs

The policy allowing students to opt for a P grade for a grade of C or better will remain for the spring 2021 semester.

Faculty members who must self-isolate or quarantine because of health risks will be encouraged to use digital technology to meet with classes in real time without physical proximity. They must receive the permission of their dean and the provost to do this. The IT department stands ready to assist as needed.

VII. Strategic Priority Seven: Uncommon Life Together

Community living expectations

University housing staff will conduct health and safety inspections weekly in the dorms to ensure the space is being maintained in a safe manner, and the staff has the right to do the same in non-traditional housing.

Students will be expected to not gather in groups larger than 50% of the posted occupancy of the space or CDC requirements and to practice social distancing when in the residence hall.

Elevators will be limited to one person, a family, or roommate pair at a time.

Chapel

Chapel will not be limited to 30 minutes and may resume its normal 45/50-minute timeframe. Students will continue to attend only Tuesday or Thursday chapels as they did during fall semester.

Athletics

Men's and women's basketball will arrive on campus January 3 and practice will resume on January 4, once each athlete has passed all guidelines as outlined for all students. Only men's and women's basketball will be allowed to practice before January 18. Temperature checks will be mandatory for every practice.

Johnson Athletics will monitor COVID-19 numbers in Knoxville and on campus to determine the safety of having fans in attendance at sporting events. Campus students and employees will be allowed to attend sporting events but the athletic department may shift the policy to include non-campus attendees if deemed safe.

Outdoor max capacity will be 300 and indoor capacity will be 160. All spectators will have their temperatures checked upon arrival and will be given a list of expectations for the event.

Concessions may not be provided for all games. FANFOOD APP will be the official concessions provider for games where available.

VIII. Strategic Priority Eight: Safety and Security

No changes to the Fall Planning Guide at this time.