

SPRING 2021

 Kentucky Christian University

# REGATHERING PLAN



# WELCOME BACK KNIGHTS!



Little did we imagine that we would not regather again until August when we announced the extended Spring Break in March! We transitioned from mostly on-site class offerings to completely remote offerings in a matter of a few weeks. The work of the faculty and staff was amazing. Faculty quickly converted to online delivery of their courses. Staff quickly converted services that were typically offered face to face to some form of remote delivery. We helped students who did not have appropriate technology to find access to that equipment. Tutoring, library services, and many other services were converted to remote delivery. There were virtual chapels, trivia nights on Facebook, and even nightly Psalms offered on Facebook. Student services worked hard to help students retrieve their belongings from the dorms and to help students who could not return to pick their items up because of travel restrictions. Honestly, I'm very proud of your work.

The biggest priority after everyone's safety was the academic success of our students during the transition to remote instruction. We are a University that works hard to provide face to face instruction for most undergraduate programs. But we also work hard to provide face to face mentoring, tutoring, and encouragement. Everyone here was concerned about the success of the students.

We are grateful for a successful Fall 2020 term and we are looking forward to the Spring 2021 term. Please continue to practice the habits of social distancing, hand washing, and mask wearing as you prepare to return to campus for the start of the term.

I'll not pretend that it was easy for any of us. But the faculty, staff, and students showed a lot of character through this time and made me proud to be a Knight.

We will take that same "can do" spirit into the regathering for the Spring term. The entire campus community has worked hard to prepare for your arrival. The pages that follow have a lot of important information. Please read through the material carefully.

If we learned anything from the spring and fall terms, it is that we can be successful in moments of change and uncertainty. Undoubtedly there will be times when each of us will need to be flexible, when we will need to show grace to another, or when we will need to adjust respond to changing circumstances.

Whether you are just joining this community or you are a returning Knight, we are glad you are here. It as truly not been the same without you here! We will continue to emphasize our three pillars of Christ, Character, and Career. We will put Christ and his mission first. We will make every attempt to conform our character to Christ and the Word of God. And then, and only then, will we be ready seek God's direction in our life of service.

And Go Knights!

*Terry Allcorn*

President Allcorn



# INTRODUCTION

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President Allcorn called together a Regathering Team early in the summer to coordinate the safe return of students to the campus in August. That team worked with various areas of the University to create as safe of an environment as possible for everyone. This document is a summary of those plans. Specific areas of the institution such as academics, athletics, food service, student services, and others will also communicate further instructions concerning traffic flow, social distancing, use of masks, and so forth. Further, if we have learned anything over the past few months, it is that circumstances can change quickly. While this document is as current as possible, KCU expects that there will be changes along the journey. The university will make every effort to communicate any changes in a timely manner.

The Regathering Taskforce has developed an overall plan for the university campus and will continue to meet as long as adjustments need to be made to mitigate the risks of COVID-19. The taskforce's recommendations include changes campus wide and the flow of individuals on campus, along with increased cleaning and sanitizing of classrooms and common areas. The dorms have been extensively cleaned in preparation for the return of students. Classroom accommodations have been made to encourage social distancing. Mask/facial coverings are to be worn by students/faculty/staff in common areas.

While the general guideline apply university-wide and more information will follow, additional instructions are posted in each building. There is signage posted that has specific expectations, traffic patterns, and so forth for each location. Please take note and abide by the directions.

## Semester Start and End Dates

- New Student check-in – January 24
- Returning Student move-in – January 24
- Classes Start – January 25
- Easter – NO CLASSES April 2-5
- Final Exams – May 3-6
- Baccalaureate – Friday, May 7 (3:00pm)
- Commencement – Saturday, May 8 (10:00am)

Note: This Spring schedule has **no** spring break

## Pre-Arrival Screening

Prior to the start of the Spring semester, KCU requires that everyone complete a 2-week daily safety screening. Completion of this process is expected prior to arrival to campus. The link to the screening will be sent electronically to each student. If a student does not or cannot complete the 14-day self-monitoring process, a COVID-19 test with negative results will be accepted. The test and results must be completed within 5 days of your arrival on campus. COVID-19 test results should be sent to [kcallihan@kcu.edu](mailto:kcallihan@kcu.edu). Students will receive another email, with directions, at the appropriate time to begin their 14-day self-monitoring process.

### For example:

If a student is to arrive on campus on January 25th, the student would begin the 14-day self-monitoring no later than January 11th.

If student's campus arrival is on January 25th, COVID-19 testing should not be performed any earlier than January 19th.



All new students for the Spring 2021 semester will need to complete and submit the “COVID-19 Acknowledgement” and the “Intake” (Consent to Treat) forms before arriving on campus. The form is on KCU’s webpage under “COVID -19 UPDATE” as well. Forms can be returned to [kcallihan@kcu.edu](mailto:kcallihan@kcu.edu).

The Regathering Taskforce understands that these steps will be inconvenient for some, but a robust self-monitoring process can be an effective tool. Students will not be allowed on campus until this process is completed.

If a student has traveled outside of the United States, that student is required to notify Jina Tackett, RN and abide by a 14-day symptom free period prior to arrival on campus. Her contact information is [nurse@kcu.edu](mailto:nurse@kcu.edu). Students are reminded to follow all state and local government travel recommendations.

## Screening Upon Arriving on Campus

Once a student has arrived on campus, an on-site screening will occur prior to obtaining dorm entry. Please do not attempt to enter the dorm or any other building prior to being cleared to do so. Anyone showing COVID-19 symptoms or who has not completed the pre-screening process will not be permitted to proceed until cleared by University health officials.

## Dorm Move-in Process

While the University understands that it may cause additional work for students moving into the dorm, only 2 people are allowed to accompany students for assistance. Guests will also be required to pass through an on-site screening. Unfortunately, at this time, any additional visitors will not be permitted due to COVID 19 restraints. Please make travel and move-in plans accordingly.

Specific instructions will be given in the dorms concerning traffic flow, specific times for moving in, and so forth.

## Classrooms and Chapel

Classrooms have been reset to provide appropriate distance between students. Each classroom will be cleaned twice each weekday and cleaning supplies will be available for student use should an individual wish to clean his or her specific seating area. Masks are required and students are asked to follow specific instructions from faculty and staff.

Chapel will be coordinated to both allow for a reasonable face to face or digital experience.

Temperature screenings may occasionally be conducted both in the classroom buildings and in the dorms.

## Special Events

There are multiple events throughout the academic year that are important to the University community. Events such as convocation, commencement, awards chapel, homecoming, and so forth will all be evaluated on a case by case basis to determine if and how the event will be held.

## Offices and Office visits

Meetings in offices and other areas where proper social distancing is not possible should be avoided. Students should take care to maintain social distancing from faculty and other KCU employees.

## Intercollegiate Athletics

The Intercollegiate Athletics Department has made requirements known to each sport/coach in compliance with NAIA guidelines. Students will have a specific plans to be followed. Changes and restrictions with the field house and the training room will be communicated to help with traffic flow and to provide for social distancing as much as possible. Coaches will communicate specific plans to the athletes who are associated with each sport.

Watching intercollegiate athletics can be one of the highlights of campus life. KCU does not plan to eliminate fan attendance at intercollegiate athletic events, but specific instructions will be given that will vary by sport and by venue.



## Food Service

KCU will continue to offer quality meals. However, several changes have been initiated to minimize the potential spreading of the COVID-19 virus. The food will no longer be served in a self-serve manner. Food will be served by employees on disposable plates. While students will continue to enter through the doors that are accessed via the lobby of the Lusby Center, everyone will exit through the glass doors that exit outside. Signage, table placement, and traffic flow patterns are set up for everyone's safety. Please do not move tables or chairs from their designated locations. Dining in the cafeteria is for students only. Faculty and staff will be able to get meals in the cafeteria but will not be able to eat in the cafeteria. Family members of students and staff will also be carry out only. No guests from the community are permitted at this time.

The coffee shop in the McKenzie Student Life Center will be open and measures will be in place to keep both the workers and the patrons safe.

## Campus Health Center

The health center will be Telemedicine only through a HIPPA/FERPA compliant Google Meeting. Students will use their KCU email to utilize this Telemedicine video visit. If the nurse determines that an in-person visit is warranted, she will direct the student on that process. NO walk in appointments are allowed and only one person per visit should an office visit is permitted. No one can accompany a student during this visit.

Campus Health Center contact information for Jina Tackett, RN and Healthy at Work Officer:

- Office phone 606-474-3136
- Cell phone 606-316-1233
- Email [nurse@kcu.edu](mailto:nurse@kcu.edu)

## Counseling Services

While the Student Counseling Service Office will still be available to all students, the routine for communication and meetings has been slightly modified. Students will need to contact Lori Smith-Ward via email (lsmithward@kcu.edu) or by phone 606-474-3121. Appointments are available Monday-Thursday 8:30am-4:30pm and Friday 8:30am-12:30pm. Students will be seen individually. Accommodations can be made to involve 2 people for counseling, if deemed necessary, by using an alternate location to ensure social distancing. Mask/facial covering is to be utilized by all parties involved.

## Young Library

The library will operate on normal hours. As with other facilities, social distancing and face covering use is required. Small meeting rooms will be locked and reservations must be made to use. Community patrons will be required to make appointments and will be required to follow social distancing and face covering requirements.

## McKenzie Student Life Center

The fitness center will remain open for student use. The hours of operation and the requirements for participation will be posted. In short, social distancing will be required, face coverings will be required in most situations, temperature checks will occur upon entrance, and students will need to bring their own water due to the water fountains being closed. Locker rooms, showers, sauna, and the hot tub are not available for use.

The coffee shop will be open and measures will be in place to keep both the workers and the patrons safe.

## Off Campus Education Requirements

Some programs may require students to participate in internships, student teaching, and other activities in facilities off campus. Students should coordinate these educational requirements with the instructions from their KCU program and with the requirements of the receiving institution.



## General COVID-19 Guidelines

**Facility sanitization:** Increased cleaning of campus spaces will occur according to State and CDC guidance. Routine services will be augmented with additional cleaning and disinfection activities. Students can help by keeping their areas in the dorms and in other spaces as clean and decluttered as possible.

**Protective items:** Change and sanitize reusable garments such as masks and face coverings daily. Keep personal belongings and all living, studying, and working spaces clean.

**Health insurance:** All students should review their health insurance and carry documentation with them at all times. COVID-19 related healthcare expenses are the responsibility of the individual, not the institution.

Practice social distancing. Adhere to social distancing practices of maintaining six feet distance from others. All signage and floor markings must be followed.

Wear mask or facial covering that covers the nose and mouth whenever in the presence of others in all indoor public areas and work spaces, as well as outdoors if unable to maintain 6' spacing. Individuals are responsible for washing and maintaining their masks.

Ensure hand washing often with soap and water for at least 20 seconds, especially following using the restroom, before eating. Avoid touching your face, and practice good respiratory etiquette when coughing or sneezing. Use hand sanitizer with an alcohol base if handwashing is unavailable.

The University will contact and cooperate with state and local health officials should a student, faculty, or staff test positive for COVID-19. The University also maintains a dashboard on the website detailing COVID-19 case information that is updated weekly.

## Travel During the Term

Students are encouraged to restrict personal travel to minimize the possibility of contact with individuals who are COVID-19 positive. However, the University recognizes that travel for necessary shopping and leisure will occur. Students are encouraged to follow the same protocols for safety off campus as those recommended for on campus life.

It is important to note that the University may enact quarantine and testing requirements as a result of travel to destinations with what it determines to be high positivity rates or because of engagement in activities that have historically shown a high likelihood of exposure to COVID-19. Care should be taken when considering travel by air or vehicle to locations with high positivity rates to avoid potential quarantine requirements.

Students and employees traveling for University-related purposes will also want to exercise caution, remain aware of changes to travel protocols, and follow the same protocols for safety off campus as those recommended for on campus life.

## Illness, Isolation and Quarantine Protocol

As with the precautions concerning other viruses such as the virus that causes influenza, there is no guarantee that members of the University community will not contract the COVID-19 virus. The following information is intended to detail the University's response based on the level of contact and exposure to risk. Isolation and quarantine precautions are used to help stop the spread of disease from one person to another. The university will follow CDC and State of Kentucky guidance regarding isolation and quarantine protocols.

### Definitions:

- **Quarantine:** separates and restricts the movement of people who are exposed to a contagious disease to see if they become sick.
- **Isolation:** separates sick people with a contagious disease from people who are not sick.

## Confirmed Diagnosis



COVID 19 cases must be reported to the Kentucky Christian University Campus Health Center.

**Isolation:** students or employees with a laboratory confirmed diagnosis of COVID 19 (symptomatic or asymptomatic) will be required to isolate as follows:

1. Employees will care for themselves at home
2. Students residing off campus will isolate at their home
3. Students who reside on campus will go home to isolate if they live close enough to travel by car, without overnight lodging, and are well enough to travel (as a passenger or driver). The safety of the persons residing at home will be considered.
4. Students unable to isolate at home will isolate in designated on or off campus isolation areas and follow CDC and local health guidance.

### **These accommodations Will Include:**

- Ongoing assessment of health status
- Food delivery of meals, beverages, and snacks meeting student's dietary restrictions/needs related to allergies and health status
- Internet service quality to ensure consistent and reliable participation in 1) internal and external telehealth 2) counseling services 3) pastoral and spiritual support 4) in all online learning activities for the courses in which the student is enrolled.
- PPE if non-emergent health care is needed

### **Duration of Isolation:**

Symptomatic students or employees may discontinue isolation under the following conditions or most current CDC guidelines. At least 3 days (72 Hours) have passed since resolution of fever without the use of fever reducing medicines and improvement in respiratory symptoms (e.g. cough, shortness of breath) AND at least 10 days have passed since symptoms first appeared.

Asymptomatic students or employees may discontinue isolation under the following conditions or most current CDC guidelines. At least 10 days have passed since the date of the first positive COVID 19 diagnostic test assuming the student/employee has not subsequently developed symptoms since their positive test.

**Contact Tracing:** The health department, along with KCU staff, will coordinate the process of working with diagnosed patients to identify and notify exposed individuals (contact) of their potential exposures as rapidly and sensitively as possible.

### **Illness Symptoms Prior to COVID-19 Testing**

**Quarantine:** Students or employees presenting with suspected/possible COVID 19 symptoms will be required to immediately quarantine at home or their on-campus housing AND be evaluated by an off campus health care provider to determine if COVID 19 testing, isolation, or other illness management is indicated. Employees should notify the University's Healthy at Work Officer, Jina Tackett to determine a course of action while under quarantine. Students should notify Jina Tackett, professors, and athletic trainers, if applicable, regarding classwork and responsibilities.

**Duration:** if students or employees presenting with illness symptoms are laboratory confirmed COVID 19 positive, they will immediately begin isolation at their home or campus provided isolation room. If they are COVID 19 negative, they will follow health care provider's directions for illness management.

### **Known Exposure**



**Quarantine:** Students or employees who have been in close contact with someone who has COVID 19 will quarantine in their campus assigned housing for 2 weeks (14 days) after the last contact with the affected individual. (This quarantine requirement does not apply to health science students, health care personnel, first responders or other individuals that encounter people with COVID 19 as part of their professional or caregiving duties while wearing PPE.)

Students, faculty, and staff with any exposure to a positive COVID-19 case should notify the University’s Healthy at Work Officer, Jina Tackett to determine a course of action while under quarantine. Students should notify Jina Tackett, professors, and athletic trainers, if applicable, regarding classwork and responsibilities.

**Duration:** Students or employees may discontinue quarantine if they remain symptoms free for the entirety of the two week (14 day). If they become symptomatic, they must be tested for COVID 19. If they have laboratory confirmed COVID 19, they will immediately begin isolation at their home or campus provided isolation room. If they are found to be COVID 19 negative, they will follow health care provider directions.

**Communication of Changes**

Should any changes be necessary to the practices outlines in this document or to any other aspect of the University, changes will be communicated in a variety of manners including text, email, and website announcements. These three approaches may be supplemented with verbal announcements and so forth.

**Acknowledgment**

This plan was developed in consultation with many internal and external sources. KCU wishes to acknowledge the support of the Association of Independent Kentucky Colleges and Universities, the local and state Departments of health, information from the state and federal governments, and information shared between various other universities. KCU has been and continues to be in communication with Little Sandy District Health Department and continues to monitor all guidelines and requirements coming from the Kentucky Department of Health, Governor’s office, and the CDC.

**Regathering Team**

Terry Allcorn	Donald Damron	Calvin Lindell	Daniel White
Lauren Curley	Corey Fipps	Jina Tackett	

**Addendum – Forms to be signed and returned**

COVID-19 has been declared a worldwide pandemic by the WHO (World Health Organization). It is believed to be extremely contagious and primarily spread person-to-person.

Kentucky Christian University has put in place preventative measures that are intended to reduce the spread of COVID-19. However, the institution cannot guarantee that you will not become infected with the virus. Most of the measures that have been shown to be helpful in the prevention of virus transmissions are only effective if you, as an individual, actively engage in the effort to avoid typical points of transmission. This includes frequent handwashing, social distancing, face coverings and so forth as recommended federal health officials.

By signing this agreement, I acknowledge the contagious nature of the COVID-19 and assume the risk that I may be exposed or infected by the virus. Such exposure may result in personal injury, illness, permanent disability, and even death. I understand that the risk of becoming exposed or infected by Coronavirus at Kentucky Christian University may result from the actions, omissions, or negligence of myself as well as others, including, but not limited to Kentucky Christian University students, employees, community members, visiting sport participants, and student family members.





## Student Statement of Understanding COVID-19 Precautions and Responsibilities

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I voluntarily agree to assume all of the forgoing risks and accept the responsibility for any injury to myself or my family (including but not limited to personal injury, disability, and death), illness, damage, loss, claim, liability, or expense of any kind. On behalf of myself, I hereby release, covenant not to sue, discharge, and hold harmless the institution, its employees, occupants, and families. Including all liabilities, claims, actions, damages, costs, or expenses arising out of the relating thereto. I understand and agree that this release includes any claims, based off of the actions, omissions, of the University, its employees, occupants, and families, whether a COVID-19 infection occurs before, during, or after involvement at Kentucky Christian University.

I acknowledge that it is my responsibility to report all illnesses including COVID-19 to the campus nurse and/or athletic training staff. Further, I affirm that I have fully disclosed in writing all prior medical conditions pertaining to the COVID-19 virus and will disclose any future conditions to the campus nurse and/or athletic training staff. I will openly and honestly report any and all possible symptoms for the COVID-19 virus to the campus nurse and/or athletic training staff.

If I suspect a fellow student to have symptoms for the COVID-19 virus will notify the campus nurse and/or athletic training staff.

I will report if I have been in contact with anyone who has been diagnosed with the COVID-19 virus to campus nurse and/or athletic training staff. I will not return to class, campus activities and competitions or practice if I have been diagnosed or suspected of having the COVID-19 virus, until cleared through the institution's return to class/play protocol.

I acknowledge that I have received and reviewed educational material regarding the COVID-19 virus and the KCU staff has given me an opportunity to ask questions regarding areas and issues that are not clear to me. I affirm that I will comply with policy and procedures of the Kentucky Christian University Healthy on campus team in regards to clearance and return to class/play.

I, \_\_\_\_\_ have read and agree to the above statements.

Printed Name of Student

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

*(In a case where a student is under 18 years of age, a legally responsible adult acting on his/her behalf)*

\_\_\_\_\_  
Signature of legally responsible adult

\_\_\_\_\_  
Date





# Intake Form Consent for Service

Name \_\_\_\_\_ Age \_\_\_\_\_ Sex  Male or  Female  
 Dorm \_\_\_\_\_ Room # \_\_\_\_\_ Cell Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
 Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
 KCU Email Address \_\_\_\_\_  
 Drug Allergies \_\_\_\_\_

I attest that I have voluntarily entered into and consent to services provided by Kentucky Christian University Campus Ministry, Campus Health, and Student Counseling Services. Kentucky Christian University utilizes a treatment team approach when facilitating mental and medical health treatment to students. I attest that I understand and have voluntarily consented to mental and medical health information being exchanged; verbally, written, and/or electronically, between the offices of: Campus Ministry, Campus Health, Student Counseling Services, and Athletic Training during regular weekly treatment team meetings.

**Recipient’s Rights:** I understand that I have the right to disagree with recommendations made by the treatment team during the course of treatment and may terminate treatment at any time

**Non-Voluntary Discharge from Treatment:** A client may be terminated from treatment non-voluntarily, if: A) the client exhibits physical violence, verbal abuse, carries weapons, or engages in illegal acts during treatment sessions, and/or B) the client refuses to comply with stipulated program rules, or refuses to comply with treatment recommendations.

**Client Notice of Confidentiality:** The confidentiality of patient records maintained is protected by Federal and/or State law and regulations. Generally, the undersigned may not say to a person outside of the treatment team members that a patient attends or receives services or disclose any information identifying a patient unless: 1) the patient consents in writing, 2) the disclosure is allowed by a court order, or 3) the disclosure is made to medical (service) personnel in a medical emergency, leading to an involuntary commitment procedure (202A) where the patient is at imminent risk of harming themselves or someone else. It is the duty of the undersigned to warn any potential victim(s) when a significant threat of harm has been made. Federal law and regulations do not protect any information about suspected child (or vulnerable adult) abuse or neglect, or adult abuse from being reported under Federal and/or State law to appropriate State or Local authorities. Parents or legal guardians of non-emancipated minor clients have the right to access the client’s records, with the exception of a minor, aged 16 or above who is seeking treatment for substance use/abuse.

I consent to treatment and agree to abide by the above stated policies.

\_\_\_\_\_  
Signature of Student Date

*(In a case where a student is under 18 years of age, a legally responsible adult acting on his/her behalf)*

\_\_\_\_\_  
Signature of legally responsible adult Date

