

AUGUST 2020

Student Guide to Returning to Campus



UNIVERSITY OF CENTRAL ARKANSAS™



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Welcome back to campus, Bears!

As we navigate an academic year in which many adjustments and accommodations have been made due to COVID-19, I would like to share some important details about our plan. Your health and safety are of utmost importance to us, and we want you to feel comfortable and safe when you arrive on campus. We have developed this student guidebook to help you understand important changes we have made in order to make the 2020-21 academic year a successful and safe experience for our students and campus community.

While COVID-19 has certainly impacted and challenged our day-to-day operations, it has also pushed us to work harder and smarter to adapt. Every action we take is with student success as our guiding principle. Our campus community is fortunate to have excellent faculty and staff working to help guide and support students, as well as dedicated students who are committed to their own success and uplifting their peers. I look forward to seeing each of you on campus this semester and working together to accomplish great things in the coming months.

Go Bears!

A handwritten signature in black ink that reads 'Houston Davis'.

Houston Davis
President

ACADEMIC CALENDAR AND CLASS FORMATS

After many lengthy, detailed discussions with campus leadership and health officials, we have decided to start the fall term as scheduled on August 20 but to present options for instructional delivery. We will have a range of course options available, including in-person, hybrid, and online, to meet the needs of our students. While the majority of our 2,500 fall courses will be face-to-face, even those traditional, face-to-face courses will have elements of remote learning to allow for physical distancing and minimize crowding in facilities.

Every academic department and major will have some courses that are fully online for those students that would prefer to take online courses this fall. This will vary by college and department, with online courses representing between 30 to 50 percent of classes in many departments. Courses moved to fully online should be reflected in the fall schedule.

The Office of Student Success has created a very helpful webpage that explains the different class formats students could see this fall. You can review that information at uca.edu/studentssuccess/online-learning-success, and reach out to them at studentssuccess@uca.edu with any additional questions.

It is **extremely important** that you check your CUB account (UCA student email) regularly. Your professors will begin sending out important information to you regarding class format and scheduling before class begins and will continue to communicate with you throughout the semester via your UCA email. Contact your academic advisor or your department chair if you have any questions about your schedule.



Below are additional details and key academic calendar dates to keep in mind:

- All UCA fall semester classes will begin Aug. 20, 2020.
- We have removed the fall break and added those days to the Thanksgiving break. Therefore, the final day of any on-campus instruction will be Friday, Nov. 20, 2020, and students will have a full week off (Monday, Nov. 23 through Sunday, Nov. 29) for Thanksgiving.
- The four days of instruction following Thanksgiving, as well as final exams in December, will be online.
- Though face-to-face instruction for the fall semester will end after Nov. 20, 2020, the rest of campus, including residence halls, dining facilities, HPER, and library will remain open through the end of finals week in December.
- The spring 2021 semester will begin Tuesday, Jan. 19, 2021, which is the Tuesday after the observation of Martin Luther King Jr. Day. Just as in the fall semester, we plan for the spring semester to have a variety of options for instructional delivery.



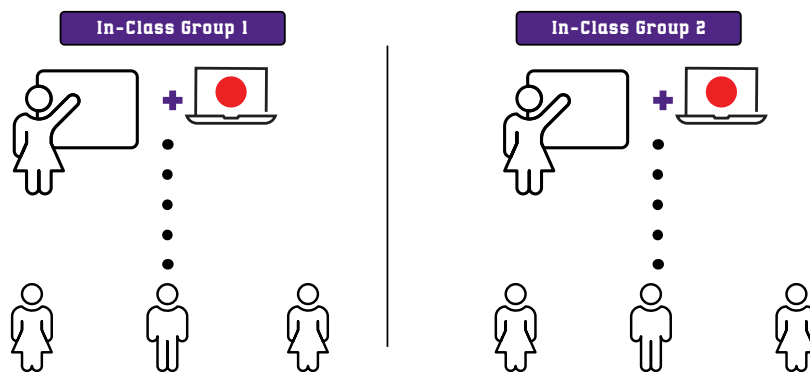
You can see an updated academic calendar reflecting these dates at uca.edu/registrar/academic-calendar.

ACADEMIC CONTINUITY

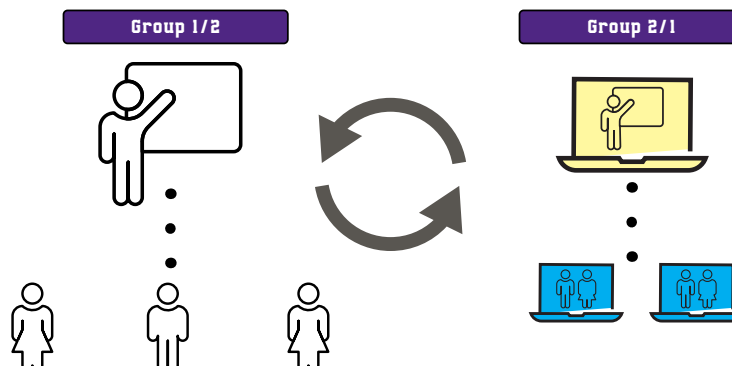
UCA will begin the fall semester with 30% of all classes online. As noted, all of our remaining courses meeting face-to-face have been redesigned as hybrid models to allow for physical distancing and to minimize crowding in facilities. Regardless of format, all 2,500 UCA classes in the fall semester will be designed to allow for a pivot to remote or online attendance and instruction if required.

INSTRUCTIONAL MODELS

SPLIT SECTIONS

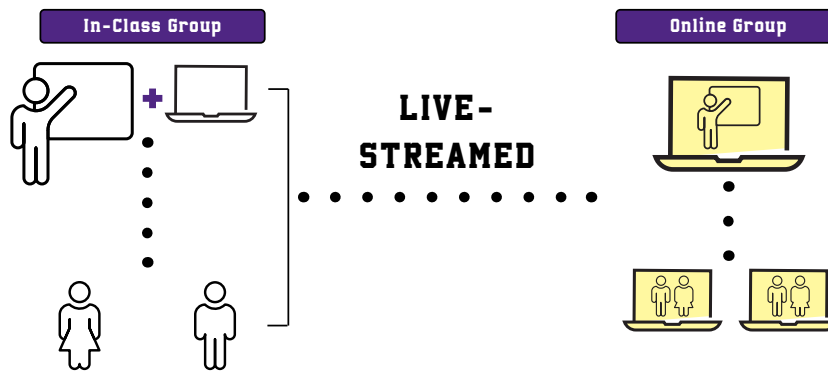


HYBRID DELIVERY: MODULAR APPROACH

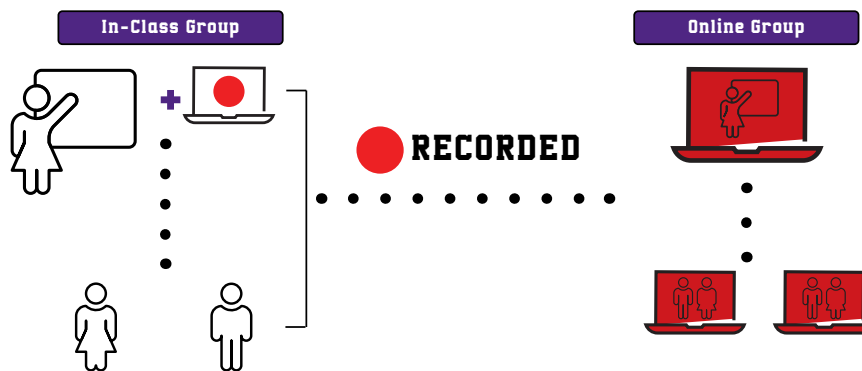


INSTRUCTIONAL MODELS (CONT.)

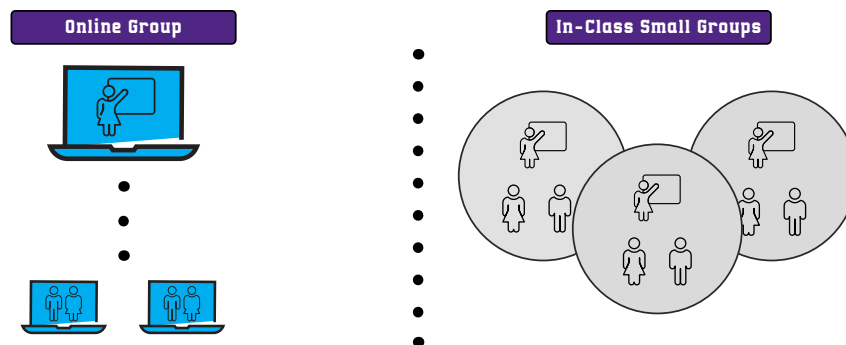
HYBRID DELIVERY: SYNCHRONOUS



HYBRID DELIVERY: ASYNCHRONOUS



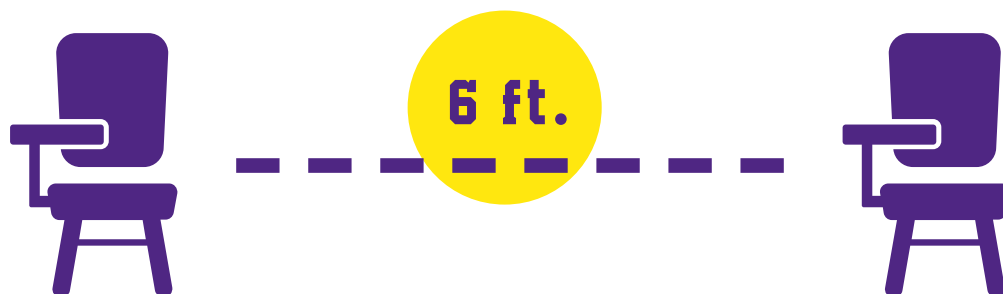
HYBRID DELIVERY: CONSULTATION MODEL



CHANGES TO CLASSROOMS AND COMMON AREAS



Based on Centers for Disease Control and Prevention (CDC) and Arkansas Department of Health (ADH) recommendations, classroom seating will not exceed 66% of the room's capacity. In regular classrooms, seating and desks will be spaced six feet apart. In lecture halls, seats and rows may be taped off to ensure a 6-foot distance between seats.





Students should avoid congregating in hallways and other enclosed spaces. Directional signage and floor markings have been posted in all buildings to guide students on traffic flow and to indicate six feet of distancing.



UCA has also designated a number of indoor and outdoor spaces for students to study and participate in their online classes should they need to do that from campus. The university has strategically placed additional outdoor seating and picnic tables throughout campus in areas with a strong Wi-Fi signal.



More information is available under the “Information Technology” heading at uca.edu/coronavirus.

ENHANCED CLEANING AND SANITIZING IN ACADEMIC AND COMMON SPACES



UCA has ramped up its cleaning and sanitizing protocols in preparation for the fall semester.

Custodians are cleaning buildings, classrooms, and restrooms on a daily basis and are focusing on wiping down all touch points such as sinks, door knobs/handles, tables, elevator buttons, toilets, faucets, light switches, etc. All desks in classrooms will be sprayed with disinfectant nightly. In addition to routine maintenance on all heating and air units, the Physical Plant is also changing air filters multiple times a year and cleaning air handlers and air core units regularly.





Hand sanitizing stations will be located in hallways. It is recommended that you frequently wash your hands or use this alcohol-based hand sanitizer.

Disinfecting materials will be placed near the door of each classroom or lecture hall. As you enter a room, you may take a wipe and clean your desk space or commonly touched surfaces before sitting down. Keep the wipe by you on the floor or on the desk until you leave the room. Then it may be discarded in the wastebasket. Disinfecting materials easily kill the COVID-19 virus, so immediately discarding the wipe is not needed.



FACE COVERING REQUIREMENT



Wearing a cloth face covering has been shown to be one of the most effective ways to help reduce the spread of COVID-19. When we all wear face coverings, our chances of spreading the virus are dramatically reduced. This fall, students, faculty and staff **will be required to wear face coverings in enclosed spaces** — in classrooms, hallways, lobbies, restrooms, stairwells and elevators — and in any situation outdoors where maintaining six feet from others is not possible. However, students will not be required to wear face coverings while in their dorm room or in their own personal space.





While you are free to wear your own face covering, UCA will provide all students with a UCA-branded covering (neck gaiter). Neck gaiters have been modified to meet CDC standards. For students that live in university-owned housing, you will receive a neck gaiter during move-in to your room. For students that do not live on campus, neck gaiters will be distributed on the following days:

- Concierge Window/Student Center:
Monday, Aug. 17-Friday, Aug. 21, 10 a.m.-2 p.m.
- Conway Daze: Tuesday, Aug. 18, 2 p.m.
- Conway Daze: Wednesday, Aug. 19, 2 p.m.
- Beginning on Monday, Aug. 24, students can get a neck gaiter in the Office of Student Life during regular business hours.

Additionally, UCA will provide KN95 masks in specific instances such as to Nursing students or other College of Health and Behavioral Sciences students participating in clinicals, to students in certain laboratory settings, and to students working in public K-12 schools. These will be distributed by the respective departments.

Some students may be unable to wear a face covering due to a documented medical condition. For information on face mask exemptions, contact the UCA Disability Resource Center at drc@uca.edu or (501) 450-3613.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Orders for additional PPE are ongoing, but we have successfully ordered 50,000 UCA-branded face coverings; 5,000 black face coverings; over 71,000 disposable face masks; over 120,000 disposable gloves; over 5,000 KN95 masks; and 2,000 face shields to distribute to students, faculty and staff. We have also secured large quantities of disposable gowns, sanitizing wipes and spray, plexiglass, and thermometers, and we have installed plexiglass dividers in areas where it is deemed appropriate.



There are some academic areas on campus, such as science labs and clinic spaces, that require group work and close contact. In these areas, students may be required to wear additional personal protective equipment (PPE) beyond what is already required for their lab, such as KN95 masks, face shields, and protective clothing and gloves. Please know that UCA will provide any additional PPE that is required to help protect students, faculty and staff from COVID-19.

VULNERABLE POPULATIONS

Our top priority will always be safeguarding the health of our entire campus community. We are planning for a variety of different scenarios and are doing everything in our power to ensure we have a healthy, safe return to campus. That said, we cannot predict the future; it is impossible to know with certainty how the next few months will look. If you are part of a vulnerable population, or if you have someone at home who is vulnerable, your decisions about the fall semester should be guided by what you feel is best for you and your unique situation.



If you feel like you should take exclusively online classes, please contact your advisor or department chair to see what options are available. If you do not know who your advisor is, please contact the Academic Advising Center at uca.edu/advising.



TESTING, TRACING, QUARANTINING, ISOLATING

Our UCA Student Health Clinic, in partnership with the Arkansas Department of Health and Conway Regional Health System, is prepared to test and trace any students, faculty, or staff members who are exhibiting symptoms of COVID-19 or those who believe they may have been in close contact with an infected person(s). COVID-19 tests can be done on campus or at Conway Regional Health System, depending on the situation and the needs of the individual.

UCA recently announced a formal partnership for testing and health services related to COVID-19 that will combine our efforts with Conway Regional Health System, Hendrix College and Central Baptist College. The consortium will implement protocols and practices to ensure the health and safety of students, faculty and staff at all three Conway-area universities and colleges. The partnership focuses on recommended best practices for each campus to keep their communities safe and healthy.



Students should not come to class if they are awaiting COVID-19 test results. All classes are being designed to support remote learning to ensure that students can continue their studies while in quarantine or isolation.



Dr. Randy Pastor, UCA Medical Director, has developed a protocol outlining the steps students should take if they need to get tested, or if they receive a positive COVID-19 diagnosis. That protocol may be viewed at uca.edu/coronavirus/students, under “Testing, Tracing, Isolating.”

We have isolation and quarantine housing plans in place to safely support any students living on campus who either test positive for COVID-19 or who have been in close contact with someone who tests positive. We are preparing multiple buildings — including reserving the entirety of Carmichael Hall (120 separate rooms) — that will be dedicated to serve those students who are required to quarantine and need to remain in campus housing. Additionally, we are reserving other university-owned housing to isolate those who have received a positive COVID-19 diagnosis and need to remain on campus.

Should a student need to be moved to isolation or quarantine housing, UCA Health Clinic staff will transport them via open-air golf cart or shuttle. There, a full staff will be dedicated to addressing students’ needs, including medical care and daily check-ups, food service, and basic errands. Students will also be able to participate in organized, socially distanced activities for physical and social health.

Remember, if you are sick, do not attend class.

STOP THE SPREAD OF COVID-19

DO NOT ATTEND CLASS IF YOU:



Have had fever of 100.4°F or greater in the last 2 days.



Have a cough, difficulty breathing, sore throat, or loss of taste or smell.



Have had contact with a person known to be infected with COVID-19 in the previous 14 days.

Recommendations based on information provided
by the Arkansas Department of Health

uca.edu/coronavirus

CAMPUS HOUSING GUIDELINES

Regular university policy requires freshmen to live on campus for their first year, but we will be flexible with freshman students' needs for this coming fall and spring. First-time freshmen who are interested in living off campus must still complete the Housing Exemption Form found at uca.edu/housing. All exemptions must be approved no later than Friday, August 14.

Students and residents will be required to wear face coverings while in any public areas of residence halls, including hallways, stairwells, restrooms, laundry rooms, and lobbies. However, students will not be required to wear face coverings in their own room or personal space.

Residence Life staff are following guidance from the CDC and the ADH and are taking extra steps to ensure that residence halls remain clean, safe environments. Custodians are cleaning all community spaces in residence halls, including restrooms and lobbies, on a daily basis and are focusing on wiping down all touch points such as sinks, door knobs/handles, tables, elevator buttons, toilets, faucets, light switches, etc.





One big thing that has changed for 2020-21 is our policy on visitors. This year, you cannot have visitors from other areas of campus or outside of campus come to your residence hall. For instance, if you live in Arkansas Hall, your friend from State Hall will not be allowed to visit inside your building. This also applies to your family members. In order to keep our entire campus community safe, we will be strictly enforcing this new rule. If your Resident Assistant sees someone who is not a resident in the hall, he or she will be asked to leave.

While you cannot have visitors inside the residence hall, you CAN have visitors meet you outside or, where you are able to maintain a safe distance. We have added even more outdoor seating all around campus this year, so take advantage of the fresh air and beautiful campus and get outside!

As in years past, students living on campus should bring their own daily cleaning supplies, such as disinfectant spray and wipes, to perform routine cleaning of countertops, sinks and shared bathrooms in private or suite setups. In residence halls and buildings with communal bathrooms, custodial staff will clean daily.

MOVE-IN DAY

We want to make sure that all of our Bears living on campus have a great experience. In order to start strong, our Housing Department has made some changes to the Move-In Day schedule to allow for a more staggered approach with fewer individuals on campus at one time. Students should review the schedule to ensure they know their move-in date and time. The UCA Housing site has specific information for freshmen, upperclassmen, and Greek students.



Review the move-in schedule at

uca.edu/housing/movein.

For any additional housing and move-in day questions, email housing@uca.edu.



POLICY ON RESIDENCE HALL AND DINING SERVICE FEES

We know there are many questions about room, board and dining service fees and how they may be impacted if we are forced to close campus. **In the event that the university closes all operations before the end of the fall 2020 semester, we will provide students with prorated housing and meal plan reimbursements** much like we did this past spring.

TUITION AND FEES

We have had many questions from students asking if they will be charged the “Online Fee” for traditional face-to-face courses that have been temporarily moved to an online format. The answer is no. Additionally due to COVID-19, UCA will reduce the “Online Fee” by \$25 per hour for the 2020-21 academic year so that it does not exceed the total per-hour fees paid for a face-to-face course in a traditional degree program.

Those students enrolled in a **fully online degree program** will continue to pay their regular online program fees.



More information about fall tuition and fees can be found at uca.edu/coronavirus/students, under “Tuition, Fees, Room and Board.”

GUIDANCE FOR RSOs AND STUDENT SOCIAL EVENTS

UCA is committed to providing many opportunities for student interaction and involvement on campus. Although our student events and programs will look different this academic year, we will continue to provide these opportunities in some format. You may contact the [Office of Student Life](#) for questions about registered student organizations, Bear Den events and Greek Life. You may also contact the [Student Activities Board](#) for information about scheduled programs. COVID-19-related safety information and instructions for social distancing will be provided for all events.



For more information,
visit uca.edu/studentlife
or call (501) 450-3137.

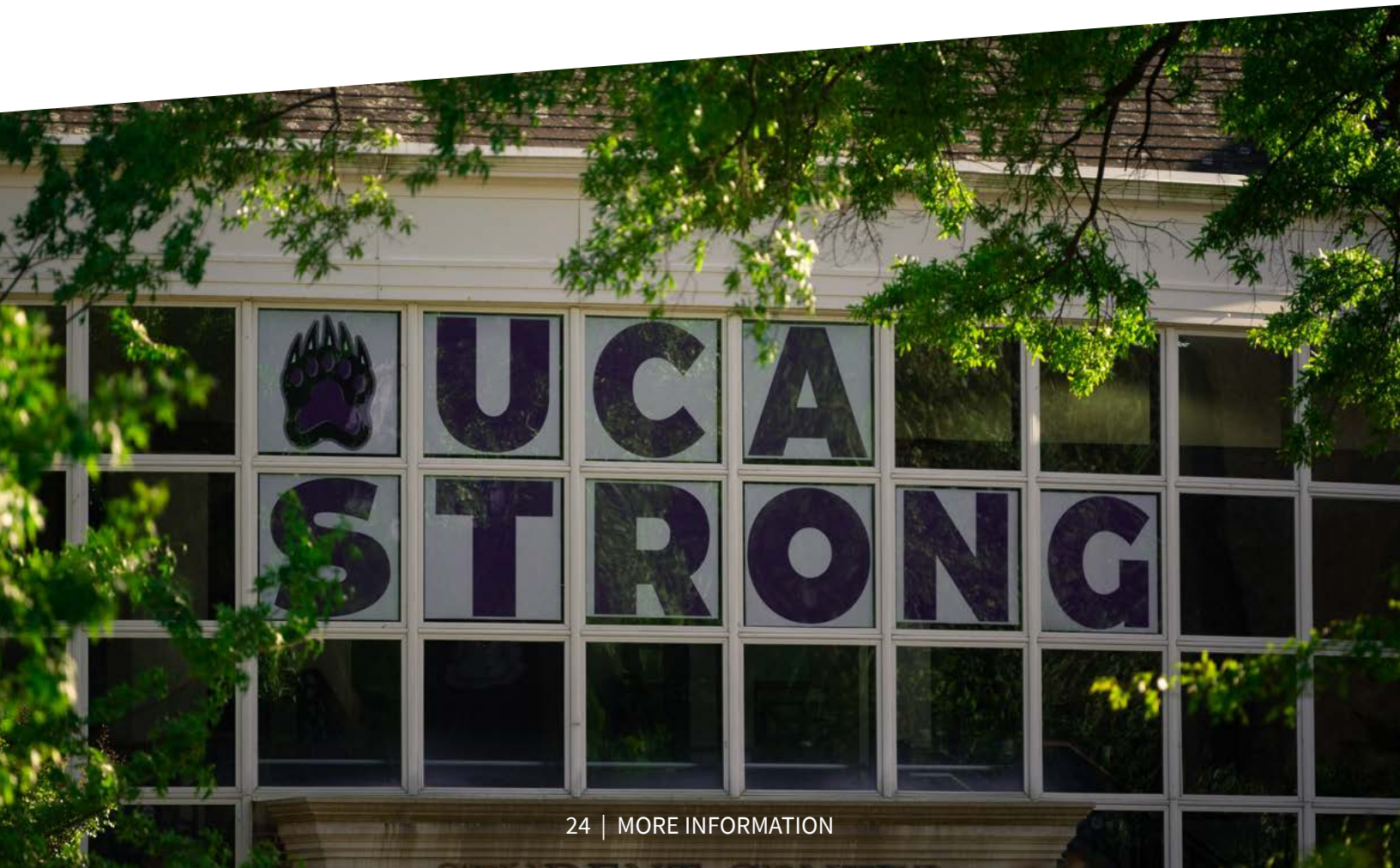


MORE INFORMATION



Continue to watch your UCA CUB email account and the [UCA coronavirus webpage](#) closely for these important communications. You can direct suggestions, questions, or feedback to coronavirus@uca.edu.

Please know that we are working daily to ensure that all UCA students have a rich, fulfilling academic and campus life experience in a safe environment. Thank you for your commitment to this university and to each other. If we all work together, we will have a successful 2020 academic year and remain #UCAStrong.





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