

TO: Wesley Seminary Community

FROM: Rev. Dr. Asa Lee on behalf of the Administrative Council

Date: **June 17, 2020**

**RE: ANNOUNCEMENT FOR FALL 2020 AND GENERAL OPERATIONS**

\*\*\*\*\*

The Administrative Council met this week to review the current health research and data on the coronavirus, the [ReOpen DC](#) plans and protocols, our facilities and procedures, feedback from the student body, and the plans for the fall semester. In deliberating a decision for physically reopening the Council has prioritized the following factors:

- Prioritize safety for students, faculty, administration, and staff
- Deliver quality learning experiences
- Maximize student engagement opportunities
- Offer face-to-face options whenever possible and optimal
- Offer students the option of participating remotely even for face-to-face courses

The following decisions have been made regarding the general operations of the seminary and the fall 2020 semester.

---

**GENERAL OPERATIONS**

**Effective Tuesday, July 7<sup>th</sup> the seminary will move to a modified TIER 2 status.** All classes will remain online throughout the summer. Seminary offices will resume operations with social distance protocols and staggered in person hours in effect. Other guidelines for in person community participation are as follows:

- **Masks are required inside public buildings on campus at all times.**
- All commuter lounges and indoor public spaces are closed until further notice.
- All persons should follow directional signs for movement on-campus inside and outside of buildings.
- There will be multiple hand sanitizing stations throughout the campus- use them. High traffic areas like the mailroom and administration hallways in Trott building are limited for appointment or prearranged visits only. Please practice social distance when traversing hallways
- Food service will remain suspended and the Refectory is closed until further notice. Campus vending is also closed as well.

- Campus elevators are reserved for physically challenged persons and are restricted to only one person at a time.
- In person Library services are by appointment only. Arranged visits are limited to no more than one hour.

### **WorkSafe/LiveSafe App**

To maintain a safe and healthy work and educational environment, we are implementing a health-monitoring system using WorkSafe. Staff, students and faculty will have daily check-ins to make sure they are generally healthy to come to campus. This app is password protected and HIPPA compliant. Visitors will also be able to use this app as well. All employees should download the app via their appropriate Google Store or App store. Information about WorkSafe is provided here: <https://www.livesafemobile.com/worksafe/>

## **OPERATIONS FOR FALL SEMESTER 2020**

The Administrative Council has also decided to conduct the Fall 2020 semester under a modified face to face (f2f) rules. The following conditions will apply:

- Large classes of more than 21 students will operate 100% online with synchronous zoom sessions (either required or optional).
- Classes of 20 and under can opt to meet f2f in designated classrooms practicing social distancing.
- All people on campus must wear masks, wash hands regularly and facilities will sanitize at least once a day.
- All classes transition online after Thanksgiving break.
- The campus should be prepared for a sudden outbreak of positive Coronavirus cases on campus, and if so, we will move to a Tier 3 with all classes going online. Faculty will prepare for this scenario—just in case.

### **Residential Life Operations**

- Housing will provide only single occupancy in NRH and Straughn Halls.
- All dorm communal lounge and gym spaces are closed. Shared kitchens and laundries are to be cleaned by residents after each usage.
- Until further notice, all guest housing and commuter housing options are suspended.
- Residents will be asked to regularly monitor their health and report COVID-19 like symptoms.

### **Community Life Programming**

All community wide programming will be held primarily via online platforms.

- Chapel, student group meetings, and general community life activities will be coordinated via online platforms.
- Small gatherings (less than 10) may be permitted on campus in spaces where physical distance can be effectively practiced.
- Commuter Lockers will not be available for use.

These guidelines are contingent on the laws and opening procedures provided by the District government. Should the opening procedures for the city change, Wesley Seminary may return to a Tier 2 status in which all in person engagement is restricted. Please continue to monitor news reports as well as Wesley student and staff emails accordingly. Also please sign up for WesleyAlerts at [wesleyalerts@wesleyseminary.edu](mailto:wesleyalerts@wesleyseminary.edu) to stay up to date for the latest information.