



# COVID-19 Information and Support FAQs

## Protecting the Flock

We all have a role in protecting the health and safety of our Redhawk community.

Martin Methodist College has developed policies and protocols to ensure the safety and health of our faculty, staff and students as we live together through the unprecedented COVID-19 pandemic. This plan outlines the College's approach to dealing with major issues such as instruction, health and safety, housing and dining, and more.

Reopening of the College and operating safely and responsibly will require modifications to personal behaviors and campus operations. We must take responsibility for our own health and safety and demonstrate respect for those around us. This plan is a living document; it is expected to be revised throughout the academic year as we closely monitor the evolving situation. Changes made to the document will be communicated to the MMC community, and each community member is expected to remain apprised of these changes as they occur.



# Health & Safety Guidelines

## MMC Pledge

### WHAT IS THE MMC PLEDGE?

The College expects all members of the MMC Community (students, faculty and staff) to make a commitment to protect the MMC Community, pledging to take responsibility for their health, the protection of others, and to keep the Martin Methodist College Community safe from the spread of COVID-19.

### WHO IS REQUIRED TO COMPLETE THE MMC PLEDGE?

All MMC Students, Staff and Faculty.

### WHERE DO I FIND THE MMC PLEDGE?

The MMC pledge can be completed by following this link:

<https://martinmethodist.typeform.com/to/wozjfYuf>

## Screening

### WHAT TYPE OF SCREENING WILL OCCUR ON CAMPUS?

Symptom self-monitoring will be an expectation of all community members. Members of the campus community will be expected to monitor themselves for symptoms of COVID-19 daily. The College will use the MMC Application to monitor the daily screenings. Screening will occur at administrative building entrances, academic offices and classrooms. Visitors will check-in at the Library.

### WHAT QUESTIONS WILL I BE ASKED?

Employees, Students, and Visitors will be expected to answer NO to these questions:

- Are you currently diagnosed or suspected of having COVID-19?
- Have you had a fever above 100.4 in the last 48 hours?
- Have you been in close contact with a confirmed case of COVID-19 in the past 14 days?

- Are you experiencing a cough, shortness of breath, chills, sore throat, muscle pain, or headache?
- Have you had new loss of taste or smell?
- Have you had vomiting or diarrhea in the last 24 hours?

### **WHAT HAPPENS IF I REFUSE THE DAILY SCREENING, OR FAIL TO MEET ANY SCREENING STANDARD?**

Anyone refusing to daily screen or failing to meet any screening standard is not permitted to enter any campus facilities (Main Campus, East Campus, or Maker Lab).

- Faculty, staff, & students that fail to meet the screening standard must fill out a COVID-19 Self-Isolation Form and contact a COVID-19 Coordinator.
- Employees should contact their area Vice President and supervisor.
- Students should contact the Clinic, their instructors (or Provost), and coaches and athletic trainers if applicable.
- Visitors should reschedule visits after 14 days.

### **WILL THE COLLEGE CHECK MY TEMPERATURE EVERY DAY?**

Random Temperature Screening will occur at all buildings. Screenings will be conducted by security personnel and nursing students.

## **Masks**

### **DOES MARTIN METHODIST COLLEGE HAVE A FACE MASK POLICY?**

Yes. Face masks or coverings (e.g., disposable masks or cloth face coverings) must be worn over your nose and mouth by all staff, faculty, and students on campus when in the presence of others and in public settings (e.g. common workspaces, public spaces, hallways, stairwells, elevators, meeting rooms, classrooms, break-rooms, and restrooms, etc.) and outside when you cannot social distance (6ft of separation).

Exceptions to wearing a face covering:

- When you are alone (e.g. residential room, office, or outside),
- When you are eating and drinking,
- When you are maintaining a social distance of six feet or more from others outside, or
- When an instructor is behind a plexiglass barrier in class, the instructor is not required to wear a mask.

A face shield is not a substitute for a cloth face covering but may be worn in addition to a cloth face covering. Masks worn on campus may not include exhalation valves or vents. The CDC does not recommend using masks for source control if they have an exhalation valve or vent.

### **WILL THE COLLEGE SUPPLY MASKS?**

Yes. Each student will receive an MMC cloth face mask. Disposable masks will also be provided in all facilities. Disposable masks may only be worn for 24 hours.

## **AM I REQUIRED TO WEAR MY MASK IN MY RESIDENTIAL ROOM WITH MY ROOMMATE?**

No. An individual room in a residence hall or apartment will be considered as a private residence under the masking directive, and the students living in that room/apartment/house will be considered part of a “family group”.

## **ARE FACE SHIELDS AN ACCEPTABLE ALTERNATIVE TO FACE MASKS?**

No. It is not known if face shields provide any benefit as a source of control to protect others from the spray of respiratory particles. The CDC and TN Dept. of Health does not recommend the use of face shields for normal everyday activities or as a substitute for masks. However, students, lab assistants, and faculty will have face shields as a part of their protective gear.

## **Physical Distancing**

### **WHAT IS PHYSICAL DISTANCING?**

Physical distancing, also called “social distancing,” means keeping a safe space between yourself and other people who are not from your household or “family unit.” To practice physical distancing, stay at least 6 feet (about 2 arms’ length) from other people who are not from your household in both indoor and outdoor spaces.

### **SHOULD COWORKERS TRY TO PHYSICAL DISTANCE IN THE WORK PLACE?**

Employees in the same unit (e.g. Financial Aid, Student Life, Library) should try to social distance throughout the day. This will help reduce the number of employees required to self-isolate if someone in the unit tests positive for COVID-19. It is still a good practice to use TEAMS meetings when you cannot physical distance.

## **Testing**

### **WILL I BE TESTED WHEN I GET TO CAMPUS?**

No, but residential students will be asked to abide by a Residential Pledge:

“For 14 days prior to my move-in date I pledge to:

Protect Myself, Others, and the MMC Residential Community by:

- Monitoring and reporting it to a medical professional any symptoms of COVID-19,
  - fever of 100.4 F (38 C) or higher,
  - dry cough,
  - shortness of breath,
  - chills,
  - repeated shaking with chills,
  - muscle pain,
  - headache,
  - sore throat, or
  - loss of taste or smell,
- Remaining in my residence, only leaving my residence for essential items. Essential items include:
  - Picking up take-out,
  - Picking up items from the grocery,
  - Picking up medications,
  - Going to work,
  - Exercising outdoors, or
  - Getting medical care.

- Avoiding contact with non-household members
- Washing my hands often with soap and water or using hand sanitizer,
- Maintaining appropriate social distancing when I am outside my residence,
- Wearing an appropriate face mask and other protective gear when I am outside my residence,
- Staying home if I feel ill or after exposure to someone who is ill or has tested positive for COVID-19, and
- Monitoring for and reporting all symptoms/cases of COVID-19 to the Residential Staff during the period of time.”

### **Testing/Vaccinations**

#### **WHAT TYPE OF TESTING WILL OCCUR ON CAMPUS?**

Symptomatic individuals will be tested in coordination with the Giles County Health Department, and voluntary testing will be encouraged. Testing protocols will be in accordance with CDC and State of Tennessee health guidelines and recommendations.

#### **WILL THE COLLEGE HAVE FLU VACCINES THIS YEAR?**

Yes. These are available at no charge.

#### **WILL FLU SHOTS BE REQUIRED?**

Yes. All members of the campus community will need a flu shot unless they receive an exemption. Members of the campus community will be asked to have the shot before the start of the spring semester in January 2021. The flu shot requirement is based on the advice of public health experts.

### **MMC Events**

#### **WILL THERE BE RESTRICTIONS ON THE SIZE OF MEETINGS AND EVENTS?**

Yes. MMC will abide by the State of Tennessee restrictions, limiting events to 50 people.

All events must also have the capacity to keep 6 feet of physical distance between individuals in attendance. The College will continue to monitor the latest CDC and State guidance and will share additional information about fall campus events.

#### **WILL STUDENTS BE ABLE TO HAVE EVENTS?**

Student Organizations will be able to meet if they abide by MMC event guidelines.

- Events/Meetings must provide a safety plan on how the organization will social distance and enforce the wearing of masks.
- All events will be smaller and many will be outside.
- Student Organizations must register with the Assistant Director of Student Activities.
- All meetings/events must be listed on the MMC App.
  - All attendees must register on the MMC App.
- No event or meeting can exceed 50 attendees.
- Any food or drink served at an event must be pre-packaged and single serve.

## Campus Visitors

### WILL MARTIN METHODIST COLLEGE LIMIT CAMPUS VISITORS IN THE FALL?

Yes. The College will limit campus visitors to essential personnel, vendors, and College-invited guests within the premises, unless deemed otherwise necessary.

Departments expecting visitors will communicate expectations and policies to visitors and guests before they arrive on campus.

Residential students will not be allowed to invite guests into their residential hall, with the exception of Move-In and Move-Out (see Student Life section).

### WILL ANY FACILITIES BE CLOSED TO COMMUNITY GUESTS?

Yes. The Library, Movie Theater, Dining Hall, RedHawk Café/Starbucks and all Residential Facilities will be closed to community visitors in the Fall.

- Vendors must be screened at the Library.
- Prospective students must be screened at the Admissions Office.
- Fitness Members must be screened at the Gym.
- Pre-Approved events must be screened by Sponsoring group.
- Visiting Teams/Officials must be screened by Athletics.

## Travel

### WILL THERE BE RESTRICTIONS ON PERSONAL TRAVEL?

Everyone is strongly encouraged to stay in the Southern Middle Tennessee area until Thanksgiving Break (November 25, 2020). However, if travel is necessary, take every precaution and self-monitor carefully for illness for 14 days following return.

### WILL THERE BE RESTRICTIONS ON INTERNATIONAL TRAVEL?

**International 14 Day Safe at Home:** Anyone travelling to campus from outside the U.S. must stay at their new residence (on-campus or off-campus) as much as possible for 14 days and follow this guidance:

- Avoiding contact with others.
- When around others, [stay at least 6 feet](#) (about 2 arms' length) from other people who are not from your apartment/room. (indoors and outdoors).
- Wear a [mask](#) to keep your nose and mouth covered when you are outside of your apartment/room.
- [Wash your hands](#) often or use hand sanitizer (with at least 60% alcohol).
- Monitoring and reporting to a medical professional any symptoms of COVID-19,
  - fever of 100.4 F (38 C) or higher,
  - dry cough,
  - shortness of breath,
  - chills,
  - repeated shaking with chills,
  - muscle pain,
  - headache,
  - sore throat, or
  - loss of taste or smell,

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- Remain in my apartment/room, only leaving my residence for essential items. Essential items include:
  - Picking up take-out,
  - Picking up items from the grocery,
  - Picking up medications,
  - Getting medical care.

Students will be given a date indicating when they can integration with the campus. The Campus Integration date is based on their date of arrival to the US.

International travel prior to and during the semester is discouraged and requires prior approval by area vice president. If travel occurs, the community member should plan for a 14-day Safe at Home period that allows for on-time return to teaching, class attendance, on-campus activities, athletic participation, work, etc.

### **WILL THERE BE RESTRICTIONS ON MMC SPONSORED TRAVEL?**

The College encourages everyone to avoid overnight travel whenever possible. The safety of the MMC Community is our number one priority. Consult the current travel guidelines for the states in which the proposed travel is to occur and remain apprised of the status of those guidelines. MMC travel should be preapproved by area supervisor.

## **MMC Clinic**

### **WILL THE MMC CLINIC BE OPEN FOR APPOINTMENTS?**

Yes. Clinic visits will be by appointment only to control Clinic traffic. The student can certainly call/email and come to the clinic ASAP within the clinic hours if that slot is available. With the call prior to visit, a decision can be made for a telemedicine visit versus a face-to-face Clinic visit.

### **WILL MMC COUNSELING SERVICES BE AVAILABLE FOR THE FALL SEMESTER?**

Yes. Counseling visits will be by tele-med unless the Counselor determines a face-to-face visit is needed.

## **Remote Work / Absenteeism**

### **WILL EMPLOYEES HAVE REMOTE WORK OPTIONS IN THE FALL?**

Employees who are particularly vulnerable to COVID-19 according to the CDC (e.g., due to age or severe underlying medical conditions) may work from home or stagger schedules when necessary and feasible. Advance permission from area Vice President or supervisor is required.

## Environmental Services

### WHAT TYPE OF ENVIRONMENTAL EFFORTS ARE OCCURRING ACROSS CAMPUS TO PROTECT THE MMC COMMUNITY?

Environmental Services will be wiping down doorknobs, computer lab keyboards, handrails, and desks with an alcohol-based cleaner as a normal routine cleaning function effective immediately.

- Building occupants are encouraged to wipe down commonly used surfaces in their offices.
- Buildings will have designated entrances and separate designated exits. Traffic will be one way.
- MMC has removed all high touch items (e.g. rack cards, magazines, pens, pencils).
- Extra chairs and desks have been removed in conference rooms and classrooms in order to facilitate physical distancing at all times.
- Residential Life kitchens are closed.
- Touchless water stations may stay open, but water fountains will be closed.

## Closures/Online Classes

### WHAT CIRCUMSTANCES COULD LEAD TO THE COLLEGE GOING ONLINE?

College administrators are monitoring the local, state, and national situation daily. We will consider positivity rates, hospital capacity, average new cases per day (on campus, in the county, and in the region) and other data to make policy decisions regarding changes that affect students on campus.



## Illness, Quarantine, & Isolation

### WHAT DO I DO IF I GET SICK?

Isolation and quarantine precautions are used to help stop the spread of disease from one person to another. The College will follow CDC and State of Tennessee guidance regarding isolation and quarantine protocols.

### WHAT IS THE DIFFERENCE BETWEEN QUARANTINE AND ISOLATION?

Quarantine is used to keep someone who might have been *exposed* to COVID-19 away from others. Isolation is used to separate people infected with the virus (those who are *sick* with COVID-19 and those with no symptoms) from people who are not infected.

### WHOM DO I REPORT TO IF I AM SICK, WAS EXPOSED, OR HAVE A CONFIRMED CASE OF COVID-19?

All MMC Community members who have a confirmed case of COVID-19, have COVID-19 symptoms, or have been in contact with someone with COVID-19 must fill out a COVID 19 Self-Isolation Form and contact one of the COVID-19 Coordinator within 24 hours.

Co-Coordinators: Daniel McMasters, Vice President of Student Affairs  
[dmcmasters@martinmethodist.edu](mailto:dmcmasters@martinmethodist.edu)  
Work: 931-424-7334 Cell: 931-242-7713

Jamie Hlubb, Assistant Vice President of Human Resources  
[jhlubb@martinmethodist.edu](mailto:jhlubb@martinmethodist.edu)  
Work: 931-424-7379

All Students: In addition to notifying a COVID-19 Coordinator as soon as they are notified of their positive test results, student will also want to notify the MMC Clinic, Instructors, Coaches, Athletic trainers, etc.

### WHAT DO I DO IF I HAVE A CONFIRMED CASE OF COVID-19?

Faculty, Staff, and Students who are confirmed to have COVID-19 will be required to **isolate**:

- Employees: Isolate and care for themselves at home. Employees must notify a COVID-19 Coordinator as soon as they are notified of their positive test results.
- Commuting Students: Isolate and care for themselves at home. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.
- Residential Students: Go home to isolate if they live within a day's (10 hrs.) drive to campus by car and are well enough to make the drive. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.

Students unable to isolate at home will isolate in designated on or off campus Isolation location.

### CAN RESIDENTIAL STUDENTS RETURN HOME TO ISOLATE/QUARANTINE?

Yes. The College recommends residential students go home to isolate if they live within a day's (10 hrs.) drive to campus by car and are well enough to make the drive.

- Students unable to isolate/quarantine at home will isolate in designated on or off campus Isolation location.

### WHAT ASSISTANCE WILL I RECEIVE IF I HAVE TO ISOLATE OR QUARANTINE AT MMC?

Assistance will include:

- Telecare from the Clinic/Staff (twice-daily),
- Daily food delivery of meal, beverages, snacks, etc.,
- Internet Services,
- Tele-counseling and Spiritual Support,
- PPE, Sanitizer, thermometer, Kleenex, and
- Custodial Support (garbage pick-up).

### WHAT SHOULD I DO IF I HAVE COVID-19 SYMPTOMS?

Faculty, Staff, and Students with COVID-19 symptoms will be required to immediately self-isolate and monitor their symptoms. Contact a COVID-19 Coordinator. Faculty, Staff, and Students should consider obtaining a medical evaluation.

- Employees: Self-isolate and care for themselves at home. Work with their area Vice President to determine work schedule during your illness. Supervisors will help employees understand paid leave options

- Commuting Students: Immediately self-isolate and care for themselves at home. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.
- Residential Students: Immediately self-isolate in MMC Quarantine/Isolation rooms. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.

### HOW DO I KNOW IF I WAS EXPOSED TO COVID-19?

You generally need to be in close contact with a sick person to get infected. Close contact includes:

- Living in the same household as a person with COVID-19,
- Caring for a person with COVID-19,
- Being within 6 feet of a person with COVID-19 for 10 minutes or longer, anytime from 48 hours prior to onset of their symptoms or date of their positive test if they are asymptomatic, or
- Being in direct contact with secretions from a person with COVID-19 (e.g., being coughed on, kissing, sharing utensils, etc.).

### WHAT SHOULD I DO IF I HAVE BEEN EXPOSED TO COVID-19?

Report that you were exposed to a COVID-19 Coordinator.

- Employees: Immediately quarantine and care for yourself at home. Employees will work with their area Vice President to determine work schedule during the quarantine. Supervisors will help employees understand paid leave options.
- Commuting Students: Immediately quarantine and care for yourself at home. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.
- Residential Students: Immediately quarantine at home or in a designated MMC Quarantine/Isolation room. Students must notify a COVID-19 Coordinator as soon as they are notified of their positive test results. Students should also notify the MMC Clinic, Professors or Academic Advising/Provost Office, Coaches, Athletic trainers, etc.

### WHAT IS THE DURATION FOR ISOLATION AND QUARANTINE?

MMC Community members with a confirmed case of COVID-19:

- If you are symptomatic, you should strictly isolate yourself at home for at least 10 days after you became ill, and you should be feeling well (improved cough, shortness of

breath) and without fever (without the use of fever reducing drugs) for at least 24 hours in a row before resuming normal activities.

- If you are asymptomatic, you should strictly isolate yourself at home for at least 10 days. Once the 10 days have passed since the test, assuming the student/employee has no subsequently developed symptoms since their positive test, isolation may be discontinued.

MMC Community members with COVID-19 Symptoms without a positive test result:

- You should strictly self-isolate yourself at home for at least 10 days after the start of your symptoms, and you should be feeling well (improved cough, shortness of breath) and without fever (without the use of fever reducing drugs) for at least 24 hours in a row before resuming normal activities.

MMC Community members with known exposure to COVID-19 without a positive test result:

- You may discontinue quarantine if you remain symptom free for the entirety of the 14 days after the last contact with the individual.
  - While in Quarantine: Monitor your symptoms. If you become symptomatic, you will immediately begin isolation at your home or campus provided isolation room and remain in isolation for 10 days from the onset of your symptoms PLUS be symptom-free for at least 24 hours.

### **WILL I BE ABLE TO KEEP UP WITH MY CLASSES IN ISOLATION/QUARANTINE?**

Yes. Faculty are prepared to work with students that are well enough to complete their work while they are in Isolation/Quarantine.

### **HOW WILL A SICK STUDENT BE CARED FOR?**

Students that remain on campus in isolation and quarantine rooms will receive medical care from the MMC Clinic. Care may be provided via telemedicine or in-person. The College has a close partnership with the county hospital for any severe health challenges.

### **HOW WILL CONTACT TRACING WORK AT MMC?**

The Health Department will coordinate the process of working with diagnosed patients to identify and notify exposed individuals (contacts) of their potential exposure as rapidly and sensitively as possible. To support the Health Department's efforts, students must be responsible for knowing and tracking their encounters each day with others outside of class. The College will assist students with this process, asking for this list of names to verify that contact has been made with each close contact who resides in the Martin community—students, employees, or community members. All face-to-face classes will use seating charts, so close contact will be easily established in class. The College will report all known cases to the Giles County Health Department.

### **WHO WILL CONTACT ME IF I WAS EXPOSED?**

The College will partner with the local health department. In case of exposure to someone with COVID-19, you may be notified by the Tennessee Department of Health, MMC clinic, or a COVID-19 Coordinator. You might speak with a combination of these departments in the interest of timeliness and depending on your need for campus services.

## Academics

### Fall 2020 Academic Calendar

September 8 <sup>th</sup> & 9 <sup>th</sup>	RedHawk Ready
September 9 <sup>th</sup>	Fall S1 Classes Begin
September 10 <sup>th</sup>	Fall Classes Begin
October 22 <sup>th</sup>	Fall S1 Ends
October 26 <sup>th</sup>	Fall S2 Classes Begin
November 25 <sup>th</sup>	Last in-Person Class Meeting
November 26 <sup>th</sup> & 27 <sup>th</sup>	Thanksgiving Holiday
December 10 <sup>th</sup>	Fall S2 Classes End
December 17 <sup>th</sup>	Fall Classes End

NOTE: There is no Fall Break. After Thanksgiving, students will have about 4 hours-worth of work that they may be doing virtually (revising a paper, giving a report on TEAMS, having a conference or tutoring session with a faculty member, taking a test, etc.).



### Tentative Spring 2021 Academic Calendar

January 18 <sup>th</sup>	College Closed
January 19 <sup>th</sup>	RedHawk Ready
January 20 <sup>th</sup>	Spring Classes Begin & Spring S1 Classes Begin
March 9 <sup>th</sup>	Spring S1 Classes End
March 15 <sup>th</sup>	Spring S2 Classes Begin
April 29 <sup>th</sup>	Spring Classes End & Spring S2 Ends
April 30 <sup>th</sup>	Baccalaureate Service at 4:00pm
May 1 <sup>st</sup>	Commencement

#### WILL MASKS BE REQUIRED IN CLASS?

We will all—students, faculty, and staff—wear masks in the classroom. If you have forgotten yours, additional disposable masks will be available in classroom buildings. While they are lecturing, faculty will be teaching from behind clear barriers, so they will not have on their masks in that particular situation. When faculty walk out from behind the barrier, they will use their masks. The barriers at the podiums in classrooms allow students to see instructors' mouths as they talk, which some students need for various reasons.

#### WHAT SAFETY PRECAUTIONS HAVE BEEN TAKEN IN THE CLASSROOMS?

1. Classes will abide by physical distancing guidelines. Extra chairs and desks have been removed from classrooms in order to facilitate physical distancing at all times. Don't move the chairs around in classrooms; they are situated to comply with guidelines for distancing. Every classroom is at half capacity or less, and each classroom building is as well.
2. Students will be provided supplies to clean desks and seats before use;

3. Faculty will be asked to clean their workspaces;
4. Hand sanitizer will be available in all academic facilities and classrooms.
5. Class schedules are staggered; the length of time per class period has increased (50 minute classes now last an hour, and 75 minute classes now last 90 minutes).
6. The time between classes has also increased, from 10 to 15 minutes to give students and faculty more time to get to the next class and to decrease the number of students exiting classrooms at the same time, with the goal to avoid crowds and congestion.
7. Classroom buildings will have designated entrances and separate designated exits. Traffic will be one way, in and out of each building
8. Faculty will monitor student attendance/absenteeism and use seating charts to aid in contact tracing
9. Twice a day environmental services will be wiping down doorknobs, computer lab keyboards, handrails, and desks with an alcohol-based cleaner as a normal routine cleaning function effective immediately.

### **WHAT WILL MY CLASSES LOOK LIKE IN THE FALL?**

Academics is prepared to offer several modes of learning this fall, including face-to-face classes. While small classes will meet face-to-face, larger classes will be delivered with a hybrid (synchronous component) method using an online delivery; some classes will be offered completely online.

### **WHAT HAPPENS IF I HAVE TROUBLE WITH TECHNOLOGY OR DON'T UNDERSTAND HOW TO USE MOODLE ETC.?**

Any student who needs additional support with technology or with on-line learning should contact the IT office: 424-2009. In addition, staff members Skylar Lovvo ([slovvo@martinmethodist.edu](mailto:slovvo@martinmethodist.edu)) or Haley Kinder ([hkinder@martinmethodist.edu](mailto:hkinder@martinmethodist.edu)) are both available to provide support. In addition, students will want to notify faculty immediately if problems with technology affect their work for class.

### **WHAT IS I BECOME ILL AND HAVE TROUBLE COMPLETING MY WORK?**

As always, a student who misses class because of illness will need to notify faculty immediately. If need be, notify Academic Advising ([ccapps@martinmethodist.edu](mailto:ccapps@martinmethodist.edu)) or the Provost's office ([ebass@martinmethodist.edu](mailto:ebass@martinmethodist.edu)) and they will notify all faculty for you.

### **HAS THE CLASS SCHEDULE CHANGED?**

All courses this fall will have a slightly modified schedule: MWF classes run for 60 minutes, with 15 minutes between classes; TR classes run 90 minutes, with 15 minutes between classes.

#### MWF Day Schedule:

8:00am-9:00am

9:15am-10:15am

10:30am-11:30am

12:00am-1:00pm

1:15am-2:15pm

2:30am-3:30pm

#### TR Day Schedule:

8:00am-9:30am

9:45am-11:15am

11:30am-1:00pm

1:15pm-2:45pm

3:00pm-4:30pm

### **WILL MMC OFFER INTERNSHIPS IN THE FALL?**

Professor Pat Ford, director of the internship program, is keeping abreast of best practices and State/CDC recommendations ([pford@martinmethodist.edu](mailto:pford@martinmethodist.edu)). Interested students should notify Mr. Ford.

### **WHAT SHOULD I DO IF I AM A MEDICALLY VULNERABLE STUDENT?**

Medically vulnerable students are encouraged to work from home when it is appropriate.

These students should talk to the Provost, Dr. Judy Cheatham

([jcheatham@martinmethodist.edu](mailto:jcheatham@martinmethodist.edu)), for an accommodation if this is necessary.

### **WILL THE LIBRARY BE OPEN?**

The Library will be open to the MMC Community.



## Student Life

### **WHAT IS THE RESIDENTIAL PLEDGE?**

Beginning two weeks prior to their assigned arrival day, students must complete a 14-day pledge at home (Appendices - MMC Residential Pledge). Once the 14-day pledge period is complete, and if students have no COVID-19 symptoms and no known exposure to COVID-19, they may travel to campus.

### **WHERE DO I FILL OUT THE RESIDENTIAL PLEDGE?**

Residential students may follow the following link to the pledge, which is required for Move In to all facilities: <https://martinmethodist.typeform.com/to/oyAFkisZ>

### **WHAT SAFETY PRECAUTIONS HAVE BEEN TAKEN IN THE RESIDENTIAL FACILITIES?**

Residential Life capacity has been reduced to a maximum of 307 students from 368 last year. Students will be assigned a specific shower, toilet, and sink in the residential halls. Students will be encouraged to remain on campus as much as possible and to limit travel. Hand sanitizer will be available in Residential Halls

### **WILL I BE ABLE TO HAVE GUESTS IN RESIDENTIAL LIFE?**

Access to student housing facilities will be restricted to residents of that building only. Residence hall/apartment common areas and rooms are also restricted to residents of that hall or room. The College will not allow overnight guests this year.

### **WILL I BE EXPECTED TO WEAR A MASK IN THE RESIDENTIAL HALLS?**

Students will be expected to wear a facemask in residential public space. An apartment or individual room in a residence hall will be considered as a private residence under the masking directive, and the students living in that room/apartment will be considered part of a “family unit”.

### **ONCE THEY ARE IN PULASKI, WILL STUDENTS BE ABLE TO LEAVE CAMPUS?**

Students will be encouraged to remain on campus as much as possible and to limit travel.

## **WHEN CAN I MOVE ON CAMPUS?**

New Students will move in September 5th. They have been assigned move in times in 1-hour blocks based on their room location, throughout the day.

Returning students must schedule times (online) to move in September 6th, 7th, and 8th. Move-in time will be limited based on room location.

## **WHAT WILL MOVE-IN DAYS BE LIKE?**

- Face coverings will be required by everyone on campus during Move-in Day. All will be expected to abide by the MMC Face Mask/Covering policy.
- Check in will be at your car.
- The Move-in Crew will be available for first-year students but not required.
- One car per student is highly encouraged.
- All students will be limited to only 2 guests.
- No extraneous personnel will be allowed to be present (Move-in Crew and Res. Life Staff only).

## **HOW SOON DOES MY FAMILY HAVE TO LEAVE ON MOVE-IN DAY?**

Families may assist for the one hour allotted for their student. After one hour, families may remain in the room with their student to unpack and settle in, but will not be permitted to come in and out. Once a family leaves their student, they will not be permitted to return to the building.

## **ARE THERE ANY CHANGES ON WHAT STUDENTS CAN OR SHOULD BRING TO CAMPUS THIS YEAR?**

Residential students should bring their own masks and cleaning supplies. Students are encouraged to pack lightly to expedite move-in and should follow the Approved and Prohibited items documented in the Room and Board Agreement.

## **WILL MY RESIDENTIAL HALLS OR APARTMENT LOOK OR FEEL DIFFERENT THIS YEAR?**

Communal kitchens will be closed, and lounge space will be limited. The Student Apartments will not have a communal lounge this year. Residential Life is committed to providing the quality educational and social programming our residents have come to expect throughout the year, but will follow CDC, State of Tennessee, and all Martin Methodist College protocols when doing so.

## **WHAT PRECAUTIONS WILL BE TAKEN TO REDUCE TRANSMISSION IN THE BATHROOMS?**

Environmental Services will clean the bathrooms twice a day. Residents will be assigned a specific shower, toilet, and sink in their residential halls.

## **WILL I BE ABLE TO USE FITNESS FACILITIES?**

Yes. As long as it is approved by TN state guidelines.

## **WILL I BE ABLE TO MAINTAIN MY WORK STUDY JOB?**

As long as instruction is face-to-face/hybrid, students who have work-study jobs will be able to work their allotment of hours. Students and their supervisors will determine if work study will be in-person or remote.

## **WILL WE HAVE STUDENT LIFE EVENT IN THE FALL?**

Student Life events will be offered in the Fall. While the events may be smaller and at different locations than past semesters, the Student Life staff is committed to providing a semester full of student engagement opportunities that are safe for all to attend and participate.

## **WILL WE HAVE INTRAMURAL SPORTS IN THE FALL?**

While sports may be different so we can meet TN State guidelines and social distancing guidelines, intramural sports will be offered in the Fall. The Fall schedule will be available soon.

## **HOW WILL STUDENT SPACES CHANGE IN THE FALL?**

1. While the Residence Hall and Turner Center kitchens are closed, the Student Life kitchen remains open.
2. The Student Life House conference room will be available for a maximum of 4 students at a time.
3. Computers have been separated to single stations.
4. We have reduced our seating capacity in the lounges.

## **HOW WILL DINING SERVICES CHANGE?**

We will have continuous service from 7am - 7pm. This will include:

- One Meal per period (4 periods) / up to 3 meals
- To-go meals will be available. MMC will give all residential students a reusable to-go container.

Food Stations precautions have also been taken:

- No service stations will be self-service in the Dining Hall.
- Condiments will not be in bulk.
- Salad Bar will be served by dining staff.
- Beverages will be served by dining staff.
- Desserts will be individually plated.

Safety precautions have also been taken:

- Masks will be required for all employees and guests (except when eating).
- MMC will have reduced seating to allow for social distancing.
- Plexiglass shield will be installed at the cashier's station.
- Every 30 minutes Metz will:
  - change serving utensils,
  - sanitize stations, and
  - sanitize door handles.
- Metz will install floor markers identifying 6ft physical distancing
- Sanitizer will be available at entrances.



## Athletics

### WHAT IS THE ATHLETIC DEPARTMENT DOING TO KEEP AREAS/SURFACES CLEAN?

The Athletic Department will be using electro static sprayers that disinfect large areas quickly and efficient dry time per CDC recommendations. Benches, locker rooms, dugouts, balls, etc., will be disinfected after each practice/game. Time will be allowed for this cleaning.

### HOW IS TEAM TRAVEL GOING TO CHANGE FOR COVID-19?

In compliance with charter buses, persons will need to sit in a zig zag pattern to allow social distancing. Masks will need to be worn on all away trips in buses or vans and while in public places, and to and from screenings.

### CAN I STILL PLAY AFTER SCREENING POSITIVE FOR COVID-19?

Not until you have quarantined for the necessary amount of time (10-day minimum). If symptoms have decreased and fever has gone away you must have another physical performed to show that you have no complications lingering from COVID-19.

### HOW OFTEN IS THE SCREENING?

Screening for athletes will be done every day before all practices/games/matches by a trained screener. This will involve taking temperature with a no touch thermometer and being asked the COVID-19 symptom questions. Give yourself extra time to come ready for screenings.

### WHO WILL BE SCREENED ON PRACTICES/GAME DAYS?

- Practice: All athletes/coaches will be screened on every day there is practice.
- Game Day: All athletes/coaches/game day staff /officials will be screened.

### WILL WE NEED TO WEAR MASKS?

Face masks should be worn at **ALL** times. This includes to and from practice/competition, team meetings, treatment, travel, and any other athletic sponsored activity. Players, coaches, and support staff also should wear face coverings and social distance as much as possible while on the bench/sidelines.

### WILL SPECTATORS BE ALLOWED?

Spectators being allowed at events is still to be determined.

From the CO-COVID-19 Coordinators,

Being part of the Martin Methodist Residential Community comes with a certain responsibility. It means caring for one another while taking the necessary steps to stay well and consistently protect each other on campus and in the community. We hope you will chose live up to this expectation.

If you have any questions about this document or other MMC COVID-19 policies, feel free to contact one the CO-COVID-19 Coordinator:

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