



**NORTH PARK  
UNIVERSITY**  
CHICAGO

# FALL PLANNING GUIDE 2021



**North Park University Return to Campus Guide**

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## INTRODUCTION

North Park University is planning for a fully open and operational fall semester 2021, with in-person classes and services, residential living, normal on-campus office hours for employees, and the full range of intercollegiate athletics and student activities on our vibrant campus.

We are grateful and proud that the North Park campus community came together faithfully and well to observe changing protocols over the past 18 months of the Covid-19 pandemic. We protected the health and safety of our community and ensured the continued educational progress of our students.

As demonstrated for the past year, the Pandemic Response Team will remain alert to changing circumstances, will apply any needed modifications to campus life, and will observe guidelines from the Centers for Disease Control and the Illinois and Chicago Departments of Public Health as required.

This Return to Campus Guide provides detailed information about expectations, guidelines, policies and protocols for safe and healthy campus operations as we begin the fall 2021 semester.

## EXPECTATIONS & GUIDELINES

On Thursday, August 26, 2021, Illinois Governor J.B. Pritzker issued an executive order requiring Covid-19 vaccinations for everyone in many sectors of society — including all employees and students at public and private institutions of higher education in our state. The order also requires universal masking indoors, and weekly testing for anyone who is unvaccinated.

Since July 1 North Park has strongly encouraged and expected all members of the campus community to get vaccinated — and is requiring those who are not vaccinated to enroll in a weekly testing program. In addition since August 6 North Park's safety protocols have included universal indoor masking regardless of vaccination status. These key elements of the governor's executive order are already in place on our campus.

To ensure that we are complying with the governor's order, all North Parkers must submit a [vaccination status form](#) to document that they are fully vaccinated or complete this [vaccination exemption request form](#) by September 10. All unvaccinated North Parkers will participate in weekly testing. Please review our [on-campus testing page](#) to learn more about the testing program.

North Park is a “mask friendly” campus. Many fully vaccinated North Parkers continue to wear masks indoors and in crowds, and mask wearing cannot be taken as an indication of vaccination status. All members of the campus community are welcome to wear a mask and should respect any North Parker's decision to wear a mask.

In addition, fully vaccinated North Parkers are welcome to participate in the weekly testing program, if they wish, but they are not required to do so.

Securing your vaccine is the strongest defense against the virus, and the best way to keep yourself and others safe. Vaccinations against Covid-19 are free, and they are readily available to everyone age 12 and over. Vaccinations for any North Parker [can be scheduled at Swedish Hospital](#) and will be provided on campus at the beginning of the semester.

For more information and updates, check our [Fall 2021 Planning Page](#). Employees may direct questions to [hr@northpark.edu](mailto:hr@northpark.edu) and students may direct questions to [healthservices@northpark.edu](mailto:healthservices@northpark.edu).

## COVID-19 INFORMATION

### COVID-19 Symptoms

You should familiarize yourself with COVID-19 symptoms identified by the CDC, including:

- Cough
- Shortness of breath or difficulty breathing
- Fever or chills
- Headache
- Runny nose or sinus congestion
- Muscle or body aches
- Fatigue
- Sore throat
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

### Self-Monitoring, Testing and Contact Tracing

All members of the North Park community are expected to monitor their personal health status before coming to campus or leaving their residence hall room.

All individuals who will be coming to campus and have COVID-19 related symptoms are expected to report their condition to Health Services by calling 773-244-4897 or by emailing [healthservices@northpark.edu](mailto:healthservices@northpark.edu) for students, or by contacting Human Resources at [hr@northpark.edu](mailto:hr@northpark.edu) for employees.

Employees experiencing symptoms of COVID-19 should stay home until they have consulted with a qualified health care provider regarding their need for an exam, diagnostic testing, or quarantine/isolation direction. Students should follow the directions of Health Services staff.

All students and employees, vaccinated or unvaccinated, are required to report positive COVID-19 tests to [healthservices@northpark.edu](mailto:healthservices@northpark.edu) or to [hr@northpark.edu](mailto:hr@northpark.edu) for employees

We are partnering with Shield Illinois to provide [COVID-19 testing on campus](#). If your symptoms indicate that a test is warranted, it will be provided on-campus at no charge.

Health Services staff are trained in contact tracing and will conduct tracing for campus contacts for any confirmed case of COVID-19. The Illinois Department of Public Health (IDPH) will conduct tracing with external contacts. Health Services staff will notify any campus contacts if they may have been exposed to someone with COVID-19.

We take privacy issues seriously and will use several safeguards to maintain an individual's privacy. Results from COVID-19 testing are viewable only by Health Services staff.

### **If You Have Tested Positive for COVID-19**

If you have a positive COVID-19 test, students should report their condition to [healthservices@northpark.edu](mailto:healthservices@northpark.edu) and employees to [hr@northpark.edu](mailto:hr@northpark.edu).

You will be offered support if needed. You must stay away from campus for a minimum of 10 days after the onset of symptoms, including being symptom-free without fever-reducing medication for at least 24 hours.

If you are an employee, you may arrange with your supervisor to work from home or you may use sick time for your absence.

Resident students on campus should contact the resident assistant or housing coordinator on duty to receive instructions for being placed in an isolation room. The university has reserved a limited number of isolation rooms.

Students who are in isolation will be supported by the Center for Student Engagement in their effort to remain engaged in their coursework as much as possible.

You may return to campus activities after being cleared by Health Services staff for students, or by Human Resources for employees.

### **If You Are Not Fully Vaccinated and Have Been Exposed to COVID-19**

If you are unvaccinated and have been in prolonged, close proximity (within six feet for a total of 15 minutes or more) with someone with a confirmed case of COVID-19, report your exposure to Health Services for students and Human Resources for employees. You will be provided with information about quarantine and COVID-19 testing.

You must stay away from campus for a minimum of 10 days after the date of exposure, including being symptom-free without fever-reducing medication for at least 24 hours. You must also undergo testing for COVID-19 between 5 and 10 days post-exposure (or earlier if symptoms develop) and provide results to [healthservices@northpark.edu](mailto:healthservices@northpark.edu) when available.

Resident students on campus should contact the resident assistant or housing coordinator on duty to receive instructions for being placed in a quarantine room. The university has reserved a limited number of quarantine rooms.

Students who are in quarantine will be supported by the Center for Student Engagement if their quarantine impacts their ability to stay fully engaged in their coursework.

### **If You are Fully Vaccinated and Have Been Exposed to COVID-19**

If you are fully vaccinated and learn that you have been exposed to COVID-19, you do not have to quarantine. However, you should self-monitor for symptoms for the next 14 days and undergo testing for COVID-19 within 3-5 days of exposure. If you develop symptoms, contact [healthservices@northpark.edu](mailto:healthservices@northpark.edu) for students, and [hr@northpark.edu](mailto:hr@northpark.edu) for employees, and you will receive information about quarantine and testing.

Resident students on campus should contact the resident assistant or housing coordinator on duty to receive instructions for being placed in an isolation room. The university has reserved a limited number of isolation rooms.

Students who are in isolation will be supported by the Center for Student Engagement in their effort to remain engaged in their coursework as much as possible.

You may return to campus activities after being cleared by Health Services for students or Human Resources for employees.

### **Facial Coverings and Physical Distancing**

All campus members, regardless of vaccination status will need to wear facial covering when riding in University Vehicles and when visiting campus health offices.

The Pandemic Response Team will remain alert to changing circumstances and will apply any needed modifications to the masking and physical distancing policy as directed by the Centers for Disease Control and the Illinois and Chicago Departments of Public Health as required.

Guidelines for facial coverings will be communicated through email and signage on campus facilities. Please refer to the most recent university communication regarding facial coverings [here](#).

### **Handwashing**

Wash your hands frequently with soap and hot water for at least 20 seconds, especially after you have been in a public place or after blowing your nose, coughing, or sneezing. If soap and water are not available, use hand sanitizer, making sure to cover all surfaces of your hands. Avoid touching your face with unwashed hands.

### **Disinfecting Classrooms and Personal Spaces**

North Park will continue using Imperial Services for enhanced cleaning on campus. Employees are responsible for cleaning their own workstations, including keyboards, doorknobs, surfaces, etc. Faculty and students are encouraged to wipe down surfaces before and after each class. Cleaning supplies will be available in each classroom and in other locations on campus.

Resident students also are encouraged to clean frequently used areas in their rooms. Cleaning supplies will be available at Residence Hall lobby desks. Community bathrooms in the residence halls will be cleaned frequently.

You can submit a [helpdesk ticket](#) for additional cleaning supplies.

### **Enforcing Responsible Behavior**

Faculty, staff, and students are expected to abide by North Park community standards as communicated through the [Student Handbook](#), Employee Handbook, University communications, and this guide. Undergraduate Students should expect to go through the student conduct process as outlined in the [COVID-19 Sanctions](#) and [Undergraduate Student Handbook](#). Graduate students will be subject to the conduct processes outlined by their respective programs.

Human Resources will be informed of any employee who fails to comply with campus safety protocols. Employees are subject to the employee discipline actions as outlined in the [Employee Handbook](#).

## **SAFETY MEASURES**

The following safety measures have been in place since the fall of 2020 and will continue through the fall of 2021 at a minimum.

- Deep cleanings are performed multiple times a day in high traffic areas in all buildings on campus.
- Plexiglass shields are in place at high traffic areas around campus.
- UV and Electronic Ionization air purification systems have been installed in all classroom buildings and many of the office buildings on campus.
- Hand sanitizer stations have been installed at key locations in all buildings on campus.
- Masks will be available in Residence Halls and Health Services for unvaccinated students without them. Employees, vaccinated or unvaccinated, can pick up masks and face shields in Human Resources on the third floor of Old Main.

## VEHICLE SAFETY

Following city, state, and federal guidance regarding public transportation, all vaccinated and unvaccinated North Parkers must wear masks in all University owned and leased vehicles.

## ACADEMIC PLAN

The past year introduced students and faculty to new modalities of teaching. North Park will continuously provide high quality instruction to students. Although most courses and programs will return to the format offered prior to Spring 2020, there will be a slight increase in online and hybrid courses available in the undergraduate and graduate programs. This mix provides for flexibility and meeting student's needs.

North Park University will continually evaluate learning environments and modalities during the fall term to ensure that all students experience safety and quality of instruction. Course schedules will indicate the date, time, location, and modality of courses. Students are encouraged to review their schedules before the start of the term.

Courses will not be offered in a "hyflex" format with students taught face-to-face and remotely simultaneously.

### External Sites

Off-campus Learning Clinicals, field placements, student teaching assignments, and internships will proceed following the COVID-19 related safety protocols established at the external sites. The external sites establish policies related to safety that all North Park University students must follow. Please contact your chair or director for site specific information.



## Brandel Library

The Brandel hours and services will return to normal with precautions in place. Hours will be:

Monday – Thursday: 7:45 am – midnight

Friday: 7:45 am – 5:00 pm

Saturday: 10:00 am – 6:00 pm

Sunday: 1:00 pm – midnight

Furnishings will no longer be spaced to create social distancing and building capacity will return to normal. Group study will be allowed, and meeting spaces will be available at their regular capacity levels. Guests from other universities will be admitted with proper ID. Regular access to the collections will return including the Brandel Textbook Collection and circulating laptops.

Hand sanitizer will be available throughout the building. Disinfectant will be provided for students who choose to sanitize their study spaces.

## STUDENT LIFE

### Residence Life and Housing

North Park University is excited to provide a vibrant living learning community for our resident students this year that upholds COVID-19 mitigation strategies for the health and safety of all students. Our residence halls, apartments and houses provide a variety of housing options, including single and double occupancy spaces, with semi-private and community bathrooms.

Campus Housing will return to pre-pandemic policies and procedures. There will be no restrictions on the use of campus housing space, and on-campus guests will be allowed in residential areas with proper approval.

New and returning resident students will receive communication from the [Residence Life and Housing Office](#) with additional residence hall information and protocols, including move-in procedures, housing and roommate assignments, and further details for international students.

Seminary and Graduate students living on campus should contact [Seminary and Graduate Housing](#) regarding any additional information that applies.

### Isolation/Quarantine Rooms

The University has reserved a limited number of isolation rooms on campus for students who have tested positive for COVID-19, and quarantine rooms for students who have been exposed to someone with a confirmed case of COVID-19. Meals will be brought to students in isolation or quarantine. Students will also have the option to return home for quarantine and isolation.

### Dining Services

Working with our food service contractor, Aramark, North Park University has developed strategies for creating the safest possible dining environment. With this in mind and under the

guidance of Phase 5 in Illinois, we are able to return to regular dining hours, operations and capacities this fall.

### Campus Life

North Park University is prepared to provide students with a wide range of robust in-person opportunities and events this fall, including movie nights, intramurals, theatrical productions, lectures and athletic events. We are happy to welcome back to campus our returning students—we have missed all of you! -- and we encourage our incoming students to engage with our diverse community to take advantage of all that we have to offer.

### Student Activities

The Office of Student Activities is eager to support registered student clubs and organizations, offer events and programs in building community on campus and hold Student Government Association meetings in person. Make sure you attend Viking Fair during the beginning part of the fall semester. This event will offer information on great opportunities to get involved on campus.

For more information on Viking Fair and other campus events, [visit myNPU-Engage](#), and follow Student Activities on Instagram @NPUstudentlife

### Chapel

Undergraduate students, faculty and staff are invited to return to in-person worship services Wednesdays at 10:30 am in Anderson Chapel.

Seminary Chapel will be in Nyvall Hall, Isaacson Chapel, on Thursdays at 5:00 pm. followed by dinner at 5:45 pm.

### Intercollegiate Athletics

All Viking athletics programs will return to pre-pandemic fall, winter and spring competition and practice schedules. In addition, all athletic facilities will return to standard hours and operations. The athletics department is awaiting further guidance from the NCAA and the CCIW regarding vaccination and/or testing requirements and spectator policies for NCAA-sanctioned competitions. Additional information and protocols will be shared with coaches and student-athletes in the coming weeks.

### Helwig Recreation Center

North Park University's Helwig Recreation Center will be open this fall for recreational use by current students, faculty, and staff. All patrons must adhere to the University's policy on face coverings to use the facilities. The Helwig Recreation Center wellness and recreation staff also assist in coordinating a wide range of programming opportunities offered both in person and virtually, including [intramural sports](#), personal training, group fitness classes, and wellness challenges.

For current fitness hours [please visit the website](#).

## STUDENT CONDUCT

The Student Conduct Process is designed to provide and help maintain an educational atmosphere with emphasis on developing individual understanding and acceptance of personal and social responsibilities; creating a sense of belonging within a welcoming environment; and challenging and supporting students to reflect, integrate, and act upon their North Park experience.

As we enter the new academic year, the University has updated our COVID-19 Sanction Guidelines to deter non-compliance with safety protocols on and off-campus.

Here are the updates to the Student Conduct Policy and Community Standards, effective immediately and until further notice:

- Not Adhering to Quarantine/ Isolation policy: If a student needs to quarantine or isolate, they are expected to adhere to the guidelines reviewed with them at the time they enter quarantine or isolation. Failure to participate in adhere to quarantine/isolation policy will result in a violation of Community Standards.
- Contact Tracing: Students contacted by a university contact tracer are expected to respond within 24 hours. Failure to participate in Contact Tracing will result in a violation of Community Standards.
- Not Adhering to Testing Policy: Those who are unvaccinated and/or fail to submit a Vaccination Status Form will need to participate in weekly testing. For additional information please [refer to the University Communication](#). Failure to adhere to the testing policy will result in a violation of Community Standards.

It is the expectation that all community members will adhere to the face covering policy based on your vaccination status. Should students be found to be in violation of this standard, they should expect to go through the student conduct process.

Please refer to [Student Conduct COVID-19 Sanction Guidelines](#) for further details about consequences should you be found responsible for violating Community Standards.

Graduate and Seminary students should refer to their graduate program's student handbook for student conduct process.

## BOOKSTORE

North Park's main bookstore is now online and can be found at this link <https://www.northpark.edu/online-bookstore/>. You can find apparel, toiletries and sundries at the Viking Café located near the competition gymnasium next to Carlson Tower.

## CAMPUS EVENTS AND SCHEDULING

All campus events and meetings should be scheduled through the 25Live reservation system at <https://schedule.northpark.edu/> . This applies to student organizations, departments, and campus-wide events. For ad-hoc meetings, 25Live contains a list of "Auto-Approved Meeting Spaces" that are available on a first-come, first-serve basis and do not require approval. These spaces can be reserved for single day non-repeating meetings via a simple one page quick form called "25live Express Scheduling".

Note that seating capacities for campus rooms and event spaces will be amended in 25Live as needed to accommodate evolving guidelines for health and safety.

## MENTAL HEALTH AND WELL-BEING

North Park cares about the wellbeing of all our community members. University life can be stressful, and the COVID-19 pandemic has created additional disruption, disconnection, and loss. Please take care of yourself and others and reach out for help anytime whether it is for you or another North Parker.

Students can ask for help for themselves or others through our campus [Early Alert Reporting System, EARS](#). Faculty and staff can use EARS to gather support for students who are struggling.

Free and confidential counseling is available for all students at North Park. Request an appointment through the website, [www.northpark.edu/counseling](http://www.northpark.edu/counseling) or by calling 773-244-4897. We also have [drop-in hours](#) available during the semester and [24 hour access to anonymous online self-help resources](#). Supports will be available both in person and through telehealth.

Employees can access online self-help resources anonymously through [TAO](#) and should contact Human Resources for support finding a professional covered by their insurance if they would like to make arrangements to speak to a counselor.

