

May 25, 2020

To Gifu University Students:

Organization for Promotion of Higher Education and Student Support

RE: Revisions to Class Operation Policy after Lifting of the State of Emergency Declaration

After an official announcement of lifting the state of emergency declaration against COVID-19 by Gifu and Aichi prefectures, we have revised the “Class Operation Policy during Gifu University’s Partial Closedown” issued on April 10, 2020, and have laid down the new university’s class operation policy applied from Monday, May 25, 2020 and onward.

Please access the University website for any updates.

With regard to students’ attendance at face-to-face lecture style classes, students are asked to take their temperatures every morning. If you have a fever or cold-like symptoms, please contact the Health Administration Center and the Student Affairs Office staff of your faculty/school, and stay home. Even if you are absent from classes, special considerations will be given for your course taking.

We also notify students of any change made to the policy by faculties, courses, etc. under special circumstances.

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**1. From Monday, May 25, 2020 through Wednesday, June 3, 2020 (no face-to-face lecture-style classes)**

**A) Class Operation:**

- i. Only e-Learning is available for students. But some considerations are given to students such as accessing e-Learning educational materials (online video clips, downloading of data, etc.) and deadline to submit completed assignments, etc. given that the network environments are different by students.
- ii. Some of experiments and practical training are held face-to-face between students and teachers. Please follow instructions from staff of your faculty/school or supervisor if you are informed of a resumption of face-to-face experiments or training.
- iii. Entry to the University/classrooms to use LAN or PCs for communal use is partially permitted. Please access:  
[https://www.gifu-u.ac.jp/campus\\_life/network/pclan202058.html](https://www.gifu-u.ac.jp/campus_life/network/pclan202058.html)  
for the details of requirements for entry.

- B) Please follow instructions from your supervisor concerning your research activities for graduation or master's degree thesis writing.
- C) Undergraduate students are not permitted to enter the University except for the purposes of A)ii, A)iii and B). Graduate school students are also asked to refrain from coming to the University.
- D) No extracurricular activities are permitted.

## 2. From Thursday, June 4, 2020 Onward (start of face-to-face class operation)

### A) Class Operation

- i. Face-to-face lecture-style classes start with sufficient infection prevention measures being taken,<sup>1)</sup> but e-Learning will continue for some classes. Students are notified of the respective class operation policy by the staff of your faculty/school or teachers through AIMS-Gifu.
- ii. Some considerations are given to students such as accessing e-Learning educational materials (online video clips, downloading of data, etc.) and deadline to submit completed assignments, etc. given that the network environments are different by students.
- iii. At the request from Gifu Prefecture, the start of every class at faculties/schools and the Campus-Wide Core Curriculum delays for 15 minutes. But there is no delay for the 2<sup>nd</sup> year students of the Medical Course, the School of Medicine and above. Some classes at the joint Department of Veterinary Medicine, the Faculty of Applied Biological Sciences also start on an old schedule in line with class start at Tottori University. Please ask the Administrative Office of the Faculty of Applied Biological Sciences for details.

### New and Old Class Schedules

(planned for the next two weeks and a decision to continue the new schedule is still pending)

|                       | Old           |   | New          |
|-----------------------|---------------|---|--------------|
| 1 <sup>st</sup> Class | 8:45 ~ 10:15  | → | 9:00 ~ 10:30 |
| 2 <sup>nd</sup> Class | 10:30 ~ 12:00 | → | 10:45~12:15  |
| Lunch Break           | (60 minutes)  | → | (60 minutes) |
| 3 <sup>rd</sup> Class | 13:00 ~14:30  | → | 13:15~14:45  |
| 4 <sup>th</sup> Class | 14:45~16:15   | → | 15:00~16:30  |
| 5 <sup>th</sup> Class | 16:30~18:00   | → | 16:45~18:15  |

- iv. Bus services between bus terminal and Gifu University are to be increased (six buses in the morning and four buses for after-school hours). Please refer to the Attachment 1 for the new bus services, and the Attachment 2 for bus schedule. To prevent transmissions, please avoid taking crowded buses, wear masks and minimize conversations while on a bus.
- B) Please follow instructions from your supervisor concerning your research activities for graduation or master's degree thesis writing.
- C) Undergraduate students (excluding class attendees) are asked to refrain from coming to the University. Undergraduate and graduate school students who are on campus are asked to minimize the time spent on campus.
- D) No extracurricular activities are permitted. We start to discuss permission in stages after two weeks from Thursday, June 4, 2020 by taking social situations, Gifu University's educational activities, etc. into account.

### **3. Other Information**

- A) Extracurricular activities are suspended for two weeks from Thursday, June 4, 2020. We start to discuss possible changes in the levels of warning.
- B) University Library is scheduled to reopen on Thursday, June 4, 2020.
- C) Mini Stop (convenience store on campus) is scheduled to reopen on Thursday, June 4, 2020.
- D) Gifu University Co-op is scheduled to reopen on Thursday, June 4, 2020. Please access Gifu University Co-op website for details.

#### **1) Major infection prevention measures**

- ♦ The maximum number of students per class is reduced down to 50% by implementation of e-Learning and class reorganizations.
- ♦ A class opens only when people's capacity in one classroom goes down below 60%.
- ♦ Experiment devices, machines and equipment for communal use are thoroughly disinfected.
- ♦ Avoid "Three Cs (Closed spaces with poor ventilation, Crowded places with many people nearby, and Close-contact settings such as close-range conversations.)" to ward off an outbreak of cluster infections.
- ♦ Observe the "Basic Policies for Novel Coronavirus Disease Control by the Government of Japan."

## Increased Bus Services from Thursday, June 4, 2020

As part of efforts to prevent the spread of COVID-19 infections, and with a support from Gifu Bus, additional six bus services are scheduled from 7:30 a.m. to 8:00 a.m. which depart from the Gifu Bus Terminal, arrive at Gifu University. Moreover, additional four bus services for after-school hours are scheduled from Gifu University to the JR Gifu Station.

The following are the details of the new services, but please access the Gifu University website for any changes in departure time which may alter depending the situations.

|   |  |
|---|--|
| Period of Service                                     | Weekday from Thursday, June 4, 2020 through Friday, July 3, 2020   |
| Time of Departure<br>(Buses do not stop at bus stops) | From the Gifu Bus Terminal E (next to Meitetsu Gifu Station) to Gifu University<br>Time of Departure: 7:37, 7:42, 7:47, 7:51, 7:52, 8:03   |
|   | From Gifu University to the JR Gifu Station Bus Terminal<br>Time of Departure: 14:55, 15:45, 16:45, 16:55  |
| Requirements for Passengers                           | Enrolled at Gifu University, or work for Gifu University, and those who meet either of the two below:<br>1. Commuting ticket holders from the JR Gifu Station or Meitetsu Gifu Station, to Gifu University<br>2. Those who have 330 yen bus charge (per person) <b><u>*No change is available.</u></b> |
| Other Information                                     | <b><u>Payment by IC ticket “ayuca” is not accepted.</u></b><br>Bus services are offered without pulling over at any bus stops. Please follow instructions from bus drivers.  |

## Attachment 2

## Gifu Bus Schedule

| Route                             | From<br>JR Gifu<br>Station | From<br>Meitetsu<br>Station | Arrive at<br>Gifu<br>University | Other<br>Information   | Can<br>Attend/Cannot<br>Attend Classes<br>from 8:45a.m.* | Can<br>Attend/Cannot<br>Attend Classes<br>from 9:00a.m.* |
|-----------------------------------|----------------------------|-----------------------------|---------------------------------|------------------------|--|--|
| Ginanco Line                      | 7:31                       | 7:33                        | 8:10                            |                        | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:36                       | -                           | 8:03                            | Seiryu Liner           | ○  | ○  |
| Additional Bus<br>Service         | -                          | 7:37                        | 8:07                            | From Bus<br>Terminal E | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:40                       | 7:38                        | 8:11                            | Express                | ○  | ○  |
| Additional Bus<br>Service         | -                          | 7:42                        | 8:12                            | From Bus<br>Terminal E | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:43                       | 7:44                        | 8:19                            |                        | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:45                       | 7:43                        | 8:16                            | Express                | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:47                       | -                           | 8:14                            | Seiryu Liner           | ○  | ○  |
| Additional Bus<br>Service         | -                          | 7:47                        | 8:17                            | From Bus<br>Terminal E | ○  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:50                       | 7:48                        | 8:24                            | Express                | ○  | ○  |
| Ginahcho Line                     | 7:51                       | 7:53                        | 8:33                            |                        |  | ○  |
| Additional Bus<br>Service         | -                          | 7:51                        | 8:21                            | From Bus<br>Terminal E |  | ○  |
| Additional Bus<br>Service         | -                          | 7:52                        | 8:22                            | From Bus<br>Terminal E |  | ○  |
| Gifu Univ./Univ.<br>Hospital Line | 7:53                       | 7:54                        | 8:30                            |                        |  | ○  |

|                                   |      |      |      |                        |   |   |
|-----------------------------------|------|------|------|------------------------|---|---|
| Gifu Univ./Univ.<br>Hospital Line | 7:55 | 7:53 | 8:29 | Express                | ○ | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 7:58 | 7:56 | 8:32 | Express                |   | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:00 | 7:58 | 8:36 | Express                |   | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:01 | -    | 8:28 | Seiryu Liner           | ○ | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:03 | 8:04 | 8:40 |                        |   | ○ |
| Additional Bus<br>Service         | -    | 8:03 | 8:33 | From Bus<br>Terminal E |   | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:06 | 8:04 | 8:39 | Nonstop                |   | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:12 | 8:10 | 8:45 | Nonstop                |   | ○ |
| Gifu Univ./Univ.<br>Hospital Line | 8:18 | 8:19 | 8:50 |                        |   |   |
| Ginanco Line                      | 8:20 | 8:22 | 8:57 |                        |   |   |

\* Schedule was determined for students to arrive at Gifu University 15 minutes before class starts.

Notice)

- ◆ Arrival may be delayed depending on traffic conditions. Please note that all arrival times above are estimation.
- ◆ Please avoid taking crowded buses.
- ◆ Please wear masks and minimize conversations while on a bus to prevent transmissions.