

ΔΣΦ

Fall Semester 2020 Return to School Policy



Delta Sigma Phi Fraternity
215 W. 8th Street
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Table of Contents

Message from your Chapter President	3
Definitions and Resources	4
Definitions.....	4
Resources.....	4
Best Practices.....	5
Chapter Activities.....	6
Preparing for Fall Semester	7
House Health Improvements	7
What if Campus goes Entirely Online?.....	8
In the Event of a Positive Case	8
Policy Enforcement.....	8
Move-In & Check-In Procedures	9
Meal Procedures.....	10
Pre-Labor Day Weekend Operations	11
Families.....	11
Personal Wellness Regulations	11
House Visitor Policies.....	12
House Common Spaces.....	12
Kitchen	12
Basement	12
Family Room.....	12
Bathrooms.....	13
Other common areas.....	13

Post-Labor Day Operations13

 Level System Overview13

Level 1 – Danger.....14

 Executive Board Responsibilities14

 Student Health Guidelines.....14

 Personal Wellness Regulations.....14

 House Visitor Policies14

 House Common Spaces15

Level 2 – Warning.....16

 Executive Board Responsibilities16

 Student Health Guidelines.....16

 Families16

 Personal Wellness Regulations.....17

 House Visitor Policies17

 House Common Spaces17

Level 3 – Caution.....19

 Executive Board Responsibilities19

 Student Health Guidelines.....19

 Personal Wellness Regulations.....19

 House Visitor Policies20

 House Common Spaces20

Level 4 – Healthy House Community22

 Executive Board Responsibilities22

 Personal Wellness Regulations.....22

 House Visitor Policies22

 House Common Spaces23

Message from your Chapter President

Brothers,

Boy am I excited to be back with you all in a few weeks! This semester is going to look different than the past, however, I sincerely think our brotherhood can handle the changes outlined in the pages below. This is a living and breathing document that is subject to changes as it is difficult for us to plan what the campus climate is going to be like several months from now. Therefore, we are setting guidelines that are going to keep all of our brothers as safe as possible, while at the same time, doing the best we can to find ways to say “yes” to things. I want to emphasize that we all play a part in the health and safety of each other, so I encourage you all to explore how to be the best brothers possible in that manner. As a united brotherhood we are strong and like all challenges, this too shall pass.

YITBOS,

Luke Swanton

President, Delta Epsilon Chapter of Delta Sigma Phi



Definitions and Resources

Definitions

- **Isolation** - *Separating sick people with a contagious disease from people who are not sick*
- **Quarantine** - *Separating and restricting the movement of people who were exposed to a contagious disease to see if they become sick*
- **Family/Family Unit** - *Group of brothers based on their geographical location within the house. Families will be allowed to have reduced social distancing guidelines while around one another as described in the policies below. The goal is to eventually make our entire house a family unit.*

Resources

CDC

- <https://cdc.gov/coronavirus>

Federal

- <https://www.coronavirus.gov/>

Missouri - 24 Hour Hotline: 877-435-8411

- <https://health.mo.gov/living/healthcondiseases/communicable/novel-coronavirus/>

Rolla, Missouri - Phelps Health: 573-364-9000, **Mercy Clinic:** 573-458-6300

Missouri S&T – Student Health: 573-341-4902 or covid@mst.edu

- <https://coronavirus.mst.edu/>
- Medical Director, *Dr. Goodman*- dgoodman@mst.edu or 573-341-4284
- Director of Student Health Operations, *Melinda Bryson* brysonml@mst.edu

How Well Do Masks Work?

- <https://www.youtube.com/watch?v=0Tp0zB904Mc>

The Astounding Physics of N95 Masks

- <https://www.youtube.com/watch?v=eAdanPfQdCA>

Best Practices

- The best way to prevent illness is to avoid being exposed to this virus.
- The virus is thought to spread mainly from person-to-person.
 - Between people who are in close contact with one another (within about 6 feet).
 - Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Everyone Should

- Wash your hands often
- Avoid close contact
- Cover your mouth and nose with a cloth face cover when around others
 - Wearing a mask properly: <https://www.youtube.com/watch?v=4xFY3aPF7E4>
- Cover coughs and sneezes
- Clean and disinfect
- If you travel outside of the defined safe community, closely monitor symptoms, maintain social distancing amongst others, and wear masks when necessary
- Monitor Your Health Daily
 - Monitor your symptoms with Campus Screen
IOS: <https://apps.apple.com/us/app/campus-screen/id1515835998>
Android: https://play.google.com/store/apps/details?id=edu.stanbridge.edverum_campus_screen
- **Avoid making unnecessary trips to populated areas** such as residential halls, dining halls, and Havener Center as these are likely to become hot spots
- Stay aware and never be complacent – if **nothing is happening, then our plan is working**

If you Choose to Travel Outside of Phelps County during the Semester

Travel responsibly to protect your brothers!

- Let E-Board know and evaluate the risk of traveling to the area
- Wear a mask while around others for 14 days after your return to campus
- Monitor your symptoms using the campus screen app

Read more at: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Chapter Activities

The chapter's Executive Board has developed a list of dates revolving around chapter events. The timeline developed ensures that all new member related events are completed prior to the weekend before Thanksgiving Break in case campus chooses to move classes online after the holiday. Alpha Epsilon initiation date will be determined after Labor Day weekend to ensure non-initiated members have a safe place to go while the house is closed.

- Move-In Day: August 15th
- Alpha Epsilon (SP20 New Members) Initiation: TBD
- Alpha Zeta (FS20 New Members) Pinning: September 20th, 2020
- Alpha Zeta Final Voting: November 9th, 2020
- Alpha Zeta Initiation: November 13th - 15th, 2020

Chapter meetings will still be held on Mondays at 6:15pm. Meetings will be conducted in person along with a zoom livestream for those unable or uncomfortable attending in person. Attendance is still **required** for all members.

All social events (including, but not limited to, Sailor's Ball, weekly socials, and any official Greek parties) are postponed at this time. These will be reevaluated at a later date as campus decides to ease restrictions.

Due to the changes in chapter operations, chapter fees are being reevaluated. More details regarding this will be released in the coming weeks.

Preparing for Fall Semester

This upcoming semester, the chapter's Executive Board ask that members have the following prepared or completed prior to their return to school:

- 2 week completed quarantine prior to arrival on campus
- Sign up for a move-in time by Friday, August 7th
- Move-In Spreadsheet: <https://bit.ly/2Dn7LgH>
- Course materials (textbooks, lab notebooks, etc.)
- 3-5 reusable cloth masks
- Thermometer
- All personal supplies to prevent unnecessary trips to local stores
- Student ID (Incoming Freshman only):
<https://pro.mst.edu/virtualproday/miner-id/>
- "Campus Screen" app downloaded on your phone
 - IOS: <https://apps.apple.com/us/app/campus-screen/id1515835998>
 - Android: https://play.google.com/store/apps/details?id=edu.stanbridge.edverum_campus_screen

House Health Improvements

In preparation for this semester, the house has undergone a few changes to ensure the safety of our members.

- Purchased contactless thermometers for use at house entrances
- Installed 2nd Floor Water Fountain
- Upgraded to MERV 11 air filters for furnaces
- Added hand sanitizing stations
- New extraction fans in the showers
- Increased cleaning chores

As our semester goes on, additional improvements may be added as necessary

What if Campus goes Entirely Online?

There is a potential that at any time during the semester campus may choose to switch to a completely remote online format for classes. If this happens, an emergency joint E-Board/Alumni Corporation Board meeting will be called to modify our current plan to ensure the safety of our members. Decisions regarding refunds, move out procedures, and other logistics will not be made at this time. The goal of the Alumni Corporation Board and the Executive Board will be to treat members fairly and ensure that our brotherhood survives these unique circumstances.

In the Event of a Positive Case

In the event of a positive case, the student will have the option to return home, isolate within the chapter defined spaces or within University isolation housing as available. Roommates or those in very frequent contact will have an option to self-quarantine within their facility (if appropriate spaces are available), utilize University quarantine spaces as available or return home.

Policy Enforcement

For the semester to remain in person, there will be a lot of changes in day to day operations. We understand that some of these changes may be difficult but ask that you do your part to help keep our brotherhood safe. Those that are accidentally breaking procedures will be given reminders. Members that choose to continuously violate our policies will be subject to enforcement chores, standards board and, in extreme cases, expulsion. If policies are being actively broken, the Executive Board reserves the right to enforce stricter policies to ensure the safety of our house.

Move-In & Check-In Procedures

Move-in this year will be slightly different due to the challenges of the new semester. Please note that logistics may vary slightly day of, and you will receive instructions from E-Board once you arrive.

- Move-In Day will be August 15th
 - If members plan to move in before or after this date, please contact Vice President of Operations, Mac Conge: mac666@mst.edu
- Sign up for a move-in time by Friday, August 7th
 - Move-In Spreadsheet: <https://bit.ly/2Dn7LgH>
- **Incoming Freshmen**
 - Incoming freshmen will be asked to go through a separate campus check-in policy prior to check-in at the house. See your email for more details.
- Day of Check-In Procedures
 - Members will be allowed two guests to help them move-in
 - To enter the house:
 - Mask **must** be worn at all times
 - An executive board member will greet you at the door you will be asked to:
 - Show a passed test on the Campus Screen app
 - Take your temperature (Must be below 100.0°F)
 - Prior to bringing items into the house, members will verify the status of their room and fill out the proper paperwork
 - Once paperwork has been signed, member may begin moving items into their room

Note: Any leftover items from the previous semester will need to be moved first prior to move-in – See Move-In Spreadsheet for more details

Meal Procedures

Marie's availability may vary based on the risk level of the house, however at this time she plans to cook and prepare food for the chapter. If Marie is unavailable, the chapter will move to local catering options. Our goal with this plan is to make sure she feels comfortable working at our house and to keep all brothers safe.

- Hand Sanitizer will be available for members
- Meal crew instructions
 - Every active/new member living in the house will sign up and serve at least one lunch or dinner crew per week.
 - No members will enter the kitchen until Marie is done prepping and has left the house (for her safety)
 - Food will be served by a minimum of 2 crew members from the kitchen while wearing masks and gloves
 - Leftovers will be stored in plastic storage containers and labelled with the current date
 - Sanitizing will extend to all common surfaces in the basement, including handrails up and down the stairs
 - Masks are required in the kitchen at all times
 - Gloves should always be worn when handling communal food
 - **Zero tolerance policy** on not wearing a mask in the kitchen. If broken, the kitchen will be closed at night and/or weekends indefinitely.
- No more than 6 members per lunch table will be allowed
- Each table will be spaced 6 ft apart
- Disposable utensils/plates will available for grab-n-go style eating
- Commonly used items (milk/juice cartons, ketchup, etc.) will either be served by a brother on lunch crew wearing a mask/gloves, or will be replaced with individual servings (Pints of milk, individual ketchup packets, etc.)
- Only the water bottle filling portion of water fountains will be used

Pre-Labor Day Weekend Operations

In accordance with university guidelines, the chapter's Executive Board will enforce the following rules and procedures from the beginning of member's arrival to the house until Monday September 7th at 8:00am:

Families

In order to maintain social distancing guidelines within the house, members will be split up into families. During this time frame, members are asked to limit interactions with those outside of their respective family. Meal tables will be labeled with family numbers and brothers are required to eat with their respective families during meals. Families were decided based on geographical location in house and are as follows:

- Family 1: 101, 102
- Family 2: 103,104,105
- Family 3: 201, 202, 203, 204
- Family 4: 205, 206, 207
- Family 5: 208, 209, 210
- Family 6: 211, 212, 213
- Family 7: 214, 215, 216

Personal Wellness Regulations

- Masks - **Required** in the chapter house except while in a member's personal room, a family member's room, or while eating during meal hours
 - Members may request masks be worn in their room at any time
- Temperature - Daily temperature checks
 - Touchless thermometers will be provided on each floor
 - Members will be required to sign off on completion of this daily

House Visitor Policies

- Non-Members - No visitors will be allowed in the chapter house with the exception of those assisting a member with moving into the house on their move-in day
- Out of House Members - No Delta Sigma Phi members living outside of the chapter house will be allowed inside
- Members living in-house are asked to not visit those living out of house

House Common Spaces

Kitchen

- Kitchen will be closed during non-meal hours to ensure that our cook can safely prepare food
- Pre-prepared snacks/drinks/sandwiches will be set out daily during mealtimes
- The kitchen will be open during specific hours of the weekend under strict adherence to the meal procedures outlines above
- VP Ops can be contacted if access to the kitchen is needed

Basement

The Basement will be open to in-house brothers only, however, masks and social distancing are required at all times. When possible, being around family units is highly encouraged. If social distancing/mask guidelines are being broken, the basement will be forced to adopt stricter policies (take care of your brothers!)

Family Room

The Family Room will be open to in-house brothers only, however, masks and social distancing are required at all times. When possible, being around family units is highly encouraged. If social distancing/mask guidelines are being broken, the family room will be forced to adopt stricter policies (take care of your brothers!)

Bathrooms

Common courtesy is expected in the bathroom at all times. Sink and urinal capacity may be temporarily restricted to promote healthy social distancing while using the bathroom. With the exception of showering, brushing teeth, and other hygienic reasons, masks are required in the bathrooms. It will be a daily chore to clean and sanitize all bathrooms

Other common areas

The following will be available by capacity limits and are asked to be used only in conjunction with your respective family members:

- Annex Patio - Capacity 10
- Study Rooms - Capacity 1/Room
- Conference Room – Capacity 3
- Laundry Room – Capacity 1
- Annex Gym - Capacity 2
- Annex Workshop - Capacity 2

Post-Labor Day Operations

Level System Overview

Level 1: At least one member has tested positive for COVID-19

Level 2: When a member qualifies for and receives a COVID-19 test

Level 3: At least one visitor to the house has tested positive within 14 days

Level 4: The chapter has been successful in keeping COVID-19 from entering the chapter house and is allowed to reduce social distancing

Note: Moving back down the level system will be determined on a case by case basis based on the intensity of the situation and will be communicated by the Executive Board.

Level 1 - Danger

Level 1 is a status reserved for if a member of our house has tested positive for COVID-19. Our policies will be strictest at this time to prohibit an outbreak within our house.

Executive Board Responsibilities

- Contact:
 - Student Health at (573) 341-4284
 - Dr. Hirtz, Chapter Advisor at (573) 578-1408
 - Alumni Corporation Board Members via email
- Provide Student Health with pertinent information to assist with contact tracing
- The chapter will be notified of the level change via GroupMe and student email
- All communications with Student Health will be funneled through the chapter president - Luke Swanton (636) 887-1596

Student Health Guidelines

- At this point additional guidance will be given by Student Health
- Those who have been in immediate contact with the individual will be notified by Student Health

Personal Wellness Regulations

- Masks - **Required** in the chapter house except while in a member's personal room or while eating during meal hours
 - Members may request masks be worn in their room at any time
- Temperature - Daily temperature checks
 - Touchless thermometers will be provided on each floor
 - Members will be required to sign off on completion of this daily

House Visitor Policies

- Non-Members - No visitors will be allowed in the chapter house
- Out of House Members - No Delta Sigma Phi members living outside of the chapter house will be allowed inside
- Members living in-house are asked to not visit those living out of house

House Common Spaces

Kitchen

- Kitchen will be closed during non-meal hours to ensure that our cook can safely prepare food
- Pre-prepared snacks/drinks/sandwiches will be set out daily during mealtimes
- The kitchen will be open during specific hours of the weekend under strict adherence to the meal procedures outlines above.
- VP Ops can be contacted if access to the kitchen is needed

Basement

- Closed to members for social activities

Bathrooms

Common courtesy is expected in the bathroom at all times. Sink and urinal capacity will be temporarily restricted to promote healthy social distancing while using the bathroom. With the exception of showering, brushing teeth, and other hygienic reasons, masks are required in the bathrooms. It will be a daily chore to clean and sanitize all bathrooms.

Other Common Areas

- Annex patio, annex gym, annex workshop, family room will be closed to members
- Study rooms will be open with a maximum capacity of 1 member per room. After each use of a study room, members must sanitize all surfaces within the room.

Level 2 - Warning

Level 2 is for when a member of our house qualifies for and receives a COVID-19 test. While it is not a confirmed case, members of the house will be asked to abide by more restrictive guidelines.

Executive Board Responsibilities

- Contact:
 - Student Health at (573) 341-4284
 - Dr. Hirtz, Chapter Advisor at (573) 578-1408
 - Alumni Corporation Board Members via email
- Provide Student Health with pertinent information to assist with contact tracing if necessary
- The chapter will be notified of the level change via GroupMe and student email
- All communications with Student Health will be funneled through the chapter president - Luke Swanton (636) 887-1596

Student Health Guidelines

- At this point additional guidance will be given by Student Health
- Those who have been in immediate contact with the individual will be notified by Student Health

Families

In order to maintain social distancing guidelines within the house, members will be split up into families. During this time frame, members are asked to limit interactions with those outside of their respective family. Families were decided based on geographical location in house and are as follows:

- Family 1: 101, 102
- Family 2: 103,104,105
- Family 3: 201, 202, 203, 204
- Family 4: 205, 206, 207
- Family 5: 208, 209, 210
- Family 6: 211, 212, 213
- Family 7: 214, 215, 216

Personal Wellness Regulations

- Masks - **Required** in the chapter house except while in a member's personal room, a family member's room, or while eating during meal hours
 - Members may request masks be worn in their room at any time
- Temperature - Daily temperature checks
 - Touchless thermometers will be provided on each floor
 - Members will be required to sign off on completion of this daily

House Visitor Policies

- Non-Members - No visitors will be allowed in the chapter house
- Out of House Members - No Delta Sigma Phi members living outside of the chapter house will be allowed inside
- Members living in-house are asked to not visit those living out of house

House Common Spaces

Kitchen

- Kitchen will be closed during non-meal hours to ensure that our cook can safely prepare food
- Pre-prepared snacks/drinks/sandwiches will be set out daily during mealtimes
- The kitchen will be open during specific hours of the weekend under strict adherence to the meal procedures outlines above
- VP Ops can be contacted if access to the kitchen is needed

Basement

The basement will be open to in-house brothers only, however, masks and social distancing are required at all times. When possible, being around family units is highly encouraged. If social distancing/mask guidelines are being broken, the basement will be forced to adopt stricter policies (take care of your brothers!)

Family Room

The Family Room will be open to in-house brothers only, however, masks and social distancing are required at all times. When possible, being around family units is highly encouraged. If social distancing/mask guidelines are being broken, the family room will be forced to adopt stricter policies (take care of your brothers!)

Bathrooms

Common courtesy is expected in the bathroom at all times. Sink and urinal capacity may be temporarily restricted to promote healthy social distancing while using the bathroom. With the exception of showering, brushing teeth, and other hygienic reasons, masks are required in the bathrooms. It will be a daily chore to clean and sanitize all bathrooms

Other Common Areas

The following will be available by capacity limits and are asked to be used only in conjunction with your respective family members:

- Annex Patio - Capacity 10
- Study Rooms - Capacity 1/Room
- Conference Room – Capacity 3
- Laundry Room- Capacity 1
- Annex Gym - Capacity 1
 - Out of house members are allowed to use the gym
 - All equipment must be cleaned after use
- Annex Workshop - Capacity 1
 - Out of house members are allowed to use the workshop
 - All equipment must be cleaned after use
- Masks will be required in these areas at all times

Level 3 - Caution

Level 3 is for when a visitor of our house within the past 14 days has been confirmed positive for COVID-19. While it is not confirmed yet that any of our members qualify for COVID-19 testing, guidelines may become more restrictive based on the visitor's contact and exposure to members.

Executive Board Responsibilities

- Contact:
 - Student Health at (573) 341-4284 if necessary
 - Dr. Hirtz, Chapter Advisor at (573) 578-1408
 - Alumni Corporation Board Members via email
- Provide Student Health with pertinent information to assist with contact tracing if necessary
- The chapter will be notified of the level change via GroupMe and student email
- All communications with Student Health will be funneled through the chapter president - Luke Swanton (636) 887-1596

Student Health Guidelines

- At this point additional guidance may be given by Student Health
- Those who have been in immediate contact with the individual will be notified by Student Health

Personal Wellness Regulations

- Masks – Recommended in the chapter house
 - Members may request masks be worn in their room at any time
- Temperature - Daily temperature checks
 - Touchless thermometers will be provided on each floor
 - Members will be required to sign off on completion of this daily

House Visitor Policies

Pending review of chapter's exposure to guest that has contracted COVID-19 and university guidelines, the following policies will apply:

Non-Members – Visitors will be allowed in the house with proper sign-in. They will be required to wear a mask at all times with the exception of private rooms at the discretion of the members residing in the room

Out of House Members – All members will be allowed in the house with proper sign-in. Masks are recommended to be worn while visiting

Sign in Procedures

- Visitors to the house will be required to sign-in at main, northeast, entrance to the house via an I-Pad and Google Form.
- A contactless thermometer will be at the entrance and visitors must have their temperature checked to enter the facility (will be part of the google form).

House Common Spaces

Kitchen

- Kitchen will be open to members pending review of chapter's exposure to guest that has contracted COVID-19. Refer to the Meal Procedures of this document for more details.

Basement

Basement policies will vary based on visitors' exposure to the chapter. Ideally the basement will be open to brothers with university social distancing guidelines. Official events will not be hosted in the basement throughout the semester. Common sense safety measures are expected at all times.

Bathrooms

Bathroom policies will vary based on the visitor's exposure to the chapter. However, common courtesy is expected in the bathroom at all times. Sink and urinal capacity may be temporarily restricted to promote healthy social distancing while using the bathroom. It will be a daily chore to clean and sanitize all bathrooms.

Other Common Areas

The following will be available for usage amongst brothers based on gathering guidelines provided by the university pending review of chapter's exposure to guest that has contracted COVID-19:

- Annex Patio
- Family Room
- Study Rooms
- Conference Room
- Laundry Room
- Annex Gym
 - Out of house members are allowed to use the gym
 - All equipment must be cleaned after use
- Annex Workshop
 - Out of house members are allowed to use the workshop
 - All equipment must be cleaned after use

Level 4 - Healthy House Community

This is the best case scenario for our house and where we would like to operate for the majority of the semester. Restrictions are very limited, and guests are allowed in house. As a brother, its up to you to help us stay at this level!

Executive Board Responsibilities

- Contact:
 - Dr. Hirtz, Chapter Advisor at (573) 578-1408
 - Alumni Corporation Board Members via email
- The chapter will be notified of the level change via GroupMe and student email
- All communications with Student Health will be funneled through the chapter president - Luke Swanton (636) 887-1596

Personal Wellness Regulations

- Masks – Not suggested, not required in the chapter house for in-house members
 - Members may request masks be worn in their room at any time
 - Mask Policies, particularly with visitors, (as explained below) are highly subject to change.
- Temperature - Daily temperature checks
 - Touchless thermometers will be provided on each floor
 - Members will be required to sign off on completion of this daily

House Visitor Policies

Pending university guidelines, the following policies will apply:

Non-Members – Visitors will be allowed in the house with proper sign-in. Missouri S&T students will be recommended to wear a mask. All other visitors will be required to wear masks at all times. Residents may set their own mask expectations in personal rooms.

Out of House Members – All members will be allowed in the house with proper sign-in. Masks are recommended to be worn while visiting

Sign in Procedures

- Visitors to the house will be required to sign in at main, northeast, entrance to the house via an I-Pad and Google Form.
- A contactless thermometer will be at the entrance and visitors must have their temperature checked to enter the facility (will be part of the google form).

House Common Spaces

Kitchen

- Kitchen will be open to members. Refer to the Meal Procedures of this document for more details.

Basement

Based on campus and community climate, the basement will be open for use with social distancing and maximum gathering guidelines. However, no official events with guests will be hosted in the basement during the entirety of the semester. Common sense safety measures are expected at all times.

Bathrooms

Bathrooms will be sanitized and cleaned daily. Depending on the status of the campus community, there may be restrictions on sinks and urinal capacities, masks, and other safety guidelines to help promote social distancing.

Other Common Areas

The following will be available for usage amongst brothers based on gathering guidelines provided by the university:

- Annex Patio
- Family Room
- Laundry Room
- Conference Room
- Study Rooms
- Annex Gym
 - Out of house members are allowed to use the gym
 - All equipment must be cleaned after use
- Annex Workshop
 - Out of house members are allowed to use the workshop
 - All equipment must be cleaned after use