Tau Kappa Epsilon

Beta Eta Chapter

COVID-19 Prevention Plan

30 July 2020

Introduction and Basic Strategies

This document is intended as a guide for Tau Kappa Epsilon Beta Eta Chapter at Missouri S&T to manage the prevention of the COVID-19 virus. It contains specific recommendations, plans and reference resources to assist in maintaining a safe environment for chapter members, alumni, and guests.

The basic strategies for protection of the chapter are:

● Ensure that members are symptom free/tested as appropriate prior to return to campus

● All members and guests diligently practice personal actions to prevent virus spread (social distancing, frequent hand washing, face coverings when appropriate, etc.)

● Minimize exposure to outside sources of the virus

● Maintain a heightened level of cleanliness in the house

● Monitor membership daily for symptoms

● Comply with all University COVID-19 prevention recommendations

● Contact University Student Health if any members exhibit symptoms

Key Considerations

Daily Screening

All members shall be screened daily for COVID-19 symptoms/risk factors. In addition to temperature checks, all members will perform a self-screening using the "Campus Screen" free app available for downloading to phones. A temperature equal to or higher than 100 degrees will result in a failed screening. A Google Form will be available to record daily screening results.

In the event of a failed screening, the member shall immediately contact the Student Health Center for further guidance.

Members who have failed screening or show symptoms will follow university policy for quarantining.

Sanitation

Examples of frequently touched surfaces and objects that will need routine disinfection following reopening are (but not limited to): tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, computer mouse, toilets, faucets and sinks, touch screens

Compliance with CDC recommendations on COVID-19 prevention:

● Social distancing (specifically, staying 6 feet away from others when you must go into a shared space)
● Greeting others with a gesture besides a handshake (i.e. wave or elbow bump)

● Frequently washing hands or use alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available

● Wearing cloth or surgical face coverings

● Avoiding touching eyes, nose, and mouth

● Staying home when experiencing symptoms associated with COVID-19

● Cleaning and disinfecting frequently touched objects and surfaces

Membership and Community Access

Residential Area

- Access to the residential wing of the facility shall be limited to only members that are living in-house
- Access to the laundry room shall be extended to out of house members - both in-house and out-of-house members will need to reserve time to use the laundry room
- Members shall wear face coverings when outside their suites
- Potential new members may have access to the residential area of the facility, solely for recruitment purposes provided they meet the following requirements:
    - Are approved as potential new members by a member of the Rush Committee
    - No more than 3 potential new members are in the residential area at any given time
    - All are wearing face coverings and maintaining minimum six (6) feet social distancing
    - Have a designated in-house active serving as a host/guide

Common/Public Areas

- All members and guests shall wear face coverings in common areas
- Out-of-house members and guests will have access to the public spaces of the facility - anyone entering the house will have to sign in and have their temperature checked
- Guest Policy
    - A single point of entry shall be identified for all guests and out-of-house actives
    - All guests shall sign the TKE COVID-19 Assumption of Risk, Release and Waiver of Liability form to enter the house
    - The Guest Policy will emulate the University policy. All guests shall require a sponsor who is responsible for them; sponsor shall be an active member of the chapter
    - Sponsors shall know where their visitor has been in the past 14 days
    - Sponsors shall not host more than three (3) visitors at a time
    - Sponsor is responsible for ensuring visitors are using the same space as other visitors
    - All guests shall provide name, contact information, time, and duration of their visit - sponsor is required to obtain this information and shall keep this information for a minimum of thirty (30) days
    - Guests are not permitted to enter residential wing of the facility or the kitchen
- Occupancy of public spaces

    All public spaces shall only allow 50% occupancy

- The number of out-of-house actives and guests shall be limited to 50 at any given time

Kitchen/Meals

Kitchen occupancy shall be limited to 2 people (4 people shall be permitted during cleaning of the kitchen)

- Meal Preparation and policy
    - Buffet serving shall be discontinued - members shall be served individually by a volunteer wearing PPE (face covering and gloves)
    - There shall be a maximum of 1 person in the serving area during dining times
    - All members shall follow the marked spots to maintain 6 feet of social distance while waiting in line
    - Maximum three people per dining table or your suitemates
    - Assigned mealtimes shall be established as needed to meet spacing criteria
    - Shared condiments shall be eliminated unless used by server - individual condiment packets shall be provided
    - Utensils shall be pre-wrapped in disposable napkins
    - Members who utilize the kitchen for personal use shall properly sanitize any surface they touch and put away anything they use
    - Leftovers shall be placed in single serving food containers

Facility Cleaning

The facility shall follow the policies of the revised house cleaning guide. Sanitizing stations shall be placed in all common areas.

HVAC Upgrades

Upgraded filters (MERV-13) shall be installed to improve the cleanliness of the air quality to meet recommended standards

Social Activities

Social events hosted at the facility shall be suspended until further notice

COVID-19 Prevention Signage

Signs shall be posted at entrances and in common areas as reminders on actions to prevent virus spread

Cleaning Supplies and PPE

The House Committee shall provide the following:

- Hand Sanitizer – stations and refills
- Sanitary wipes
- Disposable gloves
- Five (5) touchless thermometers

The chapter shall provide the following:

- General facility cleaning materials
- Disposable face coverings for guests

Individual members shall provide the following:

- Cloth or surgical face coverings
- Personal use hand sanitizers if applicable
- Other items as needed for personal hygiene/protection

Policy Enforcement

Members who do not follow the guidelines in this document are subject to review by the Membership Quality Board (MQB). The MQB has the right to enforce the COVID-19 policy as appropriate to maintain the safety of members and guests

TKE National Guidance

Additional COVID-19 guidance from TKE National can be found at:
https://www.tke.org/resources/breaking-the-chain-of-infection-summer-2020

Review and Revising the COVID-19 Prevention Plan

The plan shall be reviewed every thirty (30) days at a minimum. Revisions to the plan shall be passed through a simple majority vote from the Board of Advisors

Additional Resources/Information

University Student Health Services Contacts

Dennis S. Goodman dgoodman@mst.edu (573)341-4284

Melinda L. Bryson brysonml@mst.edu (573)341-4284

Local testing for coronavirus (COVID-19)

Your Community Health Center

Medical Center · Rolla, MO · (573) 426-4455

COVID-19 testing center

Appointment required

Referral required

Tests limited to certain patients

Phelps Health Medical Group

General hospital · Rolla, MO · (573) 364-9000

COVID-19 testing center

Appointment not required

Referral not required

Testing for all patients

Drive-through Isolation Area-Annex