



Oregon State University
**Center for Fraternity
& Sorority Life**

COVID-19 Chapter Operation & Action Plan

Chapter: Delta Delta Delta

Chapter Lead Contact Name: Claire Cordill

Chapter Lead Phone Number: (971) 246-1602

Chapter Lead E-mail Address: thetamu.dddpresident@gmail.com

Chapters should complete this worksheet and submit it to cfsl@oregonstate.edu by Tuesday, September 8, 2020.

NOTE: Workbook content submitted by the chapter will be posted on the chapter profile for each fraternity/sorority: <https://studentlife.oregonstate.edu/cfsl/chapter-profiles>

Chapters without a common living facility may leave the “*Housing and Meal Operations*” and “*Facility Management*” sections blank.

Chapters that have a common living facility should complete the entire workbook.

Behavioral Expectations:

- **Please describe how your chapter plans to hold members accountable to university, local, state and federal public health guidelines. Include:**
 - Expectations around facemask and other Personal Protective Equipment use (gloves, faceshields, etc.)
 - Plans for promoting frequent hand washing and cleanliness
 - Communication plan for educating members of expectations prior to the beginning of fall 2020 term and arrival on campus

Facemasks and PPE: Live-in members will be expected to wear facemasks in all areas in the house except their personal study room, shower room, and sleeping porch. Any live-out members who will be visiting (see below on visiting policy) will be required to wear a mask at all times.

Hand washing and cleanliness: Various signs from the CDC will be hung around the house and in the bathroom specifically to promote cleanliness. An extra closet on the second floor will be converted into a cleaning closet that all live-in members can access. There will also be hand sanitizer stations throughout the house in common areas and throughways.

Communication plan: Various memos have been sent out that has come from Tri Delta Nationals. We have held multiple live-in Zoom meetings informing members what is expected of



Oregon State University
Center for Fraternity
& Sorority Life

them and they will be signing an agreement stating that they understand the guidelines. For all members, we are sending out any information that the CFSL, Tri Delta Nationals, and our advisors sends to us.



Oregon State University
**Center for Fraternity
& Sorority Life**

Chapter Functions:

- **Please describe your chapters plans for chapter functions including modifications/protocols for:**
 - Chapter meetings
 - Social Activities
 - Including events in apartments, rented properties, townhomes, single family homes, and “live-outs”
 - Sisterhood/Brotherhood Events
 - Philanthropy events
 - Community service delivery
 - Recruitment or membership intake activities
 - New member education meetings
 - New member presentations / reveals

Chapter meetings: Chapter meetings will continue to be conducted over Zoom.

Social activities: We will not participate in any socials at all which includes social events at other fraternities, apartments, rented properties, townhomes, single family homes, or live-outs.

Sisterhood events: All sisterhood events will continue to be Zoom events so that we can participate in our typical events in a way that allows members to be safe and not gather in the house or other areas.

Philanthropy events: All philanthropy events will continue to be virtual. We have had success with virtual philanthropy events and we are grateful to still be able to support St. Jude Children’s Research Hospital.

Community service: All community service activities will be completed virtually or in groups of less than 6 members, two household maximum, with the use of masks, sanitizer, and social distancing.

Recruitment: Current continuous open bidding (COB) events are held virtually for any potential new member to attend. Active members will continue to work hard at recruiting new members by means of social media and other virtual platforms.

New member education meetings/any new member events: New member meetings will be held over Zoom. Any other new member specific events will continue via Zoom.



Oregon State University
Center for Fraternity
& Sorority Life

Chapter Response Plan for Illness and/or confirmed COVID-19

- **Please explain your chapter's protocol for members that become ill or are confirmed to have COVID-19. Specifically include:**
 - Chapter communication plan
 - How the plan will adjust if a member shares that they were directly exposed to someone that was diagnosed with coronavirus
 - Housing plan for members who are ill and members who test positive¹
 - Changes to meal operations/member behaviors¹

Chapter communication plan: CoVid status of an individual, either employed by or a member of the chapter, is considered private medical information. Therefore, any communications will be done with the utmost of discretion to protect all persons involved. Any information concerning a positive case among the membership, or a possible exposure to a positive case, will be managed by Tri Delta National in coordination with the Chapter President, Alumna Advisor and Housing Director.

Chapter adjustment: Anyone who is exposed will be asked to seek testing immediately. Depending on the circumstances of the exposure, the presence of symptoms, etc. That person may be moved into quarantine pending test results.

Plan for members who are ill or test positive: Members who have symptoms of COVID will be asked to quarantine in the guest bedroom that is located on the first floor. They will not be allowed to leave that area for any reason and will wait there until they receive their test results. If the results come back positive, the member will be required to leave the property immediately. They will not be allowed to come back to the house prior to a 14 day isolation, at least 3 consecutive days without a fever (<99.6), and pending a negative follow up test or further guidance from a medical provider or county health department officials.

Changes to meal operations: If a member has become ill they will be quarantined in the guest room and their meals will be delivered to them.

¹ If your chapter has a common living facility.



Oregon State University
Center for Fraternity
& Sorority Life

Housing and Meal Operations:

- **Sleeping Porches and Other Arrangements:**
 - Please describe your chapter's plan for density reduction in sleeping rooms/porches. This should include:
 - Current living capacity of your facility and how this number has been adjusted
 - Number of members expected to return to the facility this fall
 - Number of new member spaces available
- **Meal Service:**
 - Please describe your chapter's plan for modified meal operations:
 - Will live-out members be permitted to access any meals?
 - What protocols will be in place for vendors and other staff/providers while on property?

Sleeping porches: The capacity of the Tri Delta facility is 46 members, and that has been reduced to 24 members. The space between members in the sleeping porch exceeds that which is required by the CDC in standard bunk room alignments.

Meal services: Meals will no longer be served in a buffet style as they were previously. They will be packaged by the kitchen staff and served in a take-out style to reduce contact. All products used for meal service will be single use and disposable, the service will be no-contact, and there will be no person-to-person contact during meal service times. For live-out members, meals will be prepackaged and they will pick a specific time to pick their meal up and take it home. Live-out members will not be allowed to eat in the chapter house under any condition. The food service that we have signed with, Campus Cooks, have their own strict protocols that they will follow (i.e., not allowing any members to be in the kitchen space, not having a buffet style for the food service, increased cleaning and sanitizing throughout the day, wearing of PPE at all times, substituting single-use and disposable products whenever possible, etc.).

Protocols for vendors and staff: All vendors and staff will be required to wear masks while inside the house. Vendors are held to a strict schedule, must be accompanied by a Tri Delta Staff member, and must adhere to all health and safety policies outlined by the CDC. Failure on their part is grounds for immediate severance of the relationship between the vendor and Tri Delta. The company we have contracted with for food service, Campus Cooks, has policies above and beyond outlined in this document. They provide an extensive health and safety protocol outlined on their website.



Oregon State University
**Center for Fraternity
& Sorority Life**

Facility Management:

- **Please describe your chapter's safety protocol for in-house members including:**
 - Cleaning and disinfection materials, plans and frequency
 - Restroom protocol should be explained separately
 - Internal vs external cleaning services
 - Details about summer cleaning plans (if any)
 - Guest/visitor policy – does this apply to live-out members?
 - The Chapter's plan for acquiring proper cleaning supplies and disinfectant
- **What modifications will occur in common areas to limit gatherings and enforce social distancing?**

Cleaning and disinfection materials: Cleaning and disinfecting materials will be readily available. We have made arrangements with multiple vendors and distributors to obtain a back stock of the product. Hand sanitizer stations will be set up throughout the house at entrances and major thoroughways. In addition, cleaning products will be provided in a new, member accessible cleaning station near the study rooms. This cleaning station will have products the members can use to keep their personal space (e.g., desk, vanity, dresser) clean and disinfected.

Restroom protocol: Restrooms will be disinfected daily. Sanitizing options will also be available for members to use before/after use of facilities. Toilets and stalls provide a physical barrier that prevents particulate spread, however the capacity of all bathrooms will change due to the limitations of open and sink areas. Those capacities will be clearly marked.

Internal vs. external cleaning: Our chapter employs a private housekeeper. She has been extensively trained regarding expectations set down by the CDC and Tri Delta National. She will adhere to all policies of the chapter, and will have an increased presence at the chapter house this year to accommodate the changes in cleaning schedules.

Summer cleaning plans: The Chapter Facility has been extensively cleaned and reorganized over summer to adhere to CDC guidelines regarding social distancing. Summer cleaning was also done to sanitize and stock the house prior to the return of members.

Guest and visitor policies: Non-members will not be permitted into the facility under any circumstance. Live-outs may be permitted to visit the first floor and basement only after submitting a request to visit and being approved by the Executive committee. If they are approved they are required to wear a mask the entire time they are in the facility and they have a designated arrival and departure time that will be strictly followed. Approval is at the discretion of the Executive committee, and can be halted depending on positive cases of COVID in the community.



Oregon State University
**Center for Fraternity
& Sorority Life**

Plan for acquiring cleaning supplies: Arrangements and prior agreements have been made with vendors, distributors, and Tri Delta National to ensure that we have ample access to products and materials needed.

Modifications to common areas: Common areas that have been modified include: living room, TV room, dining room, basement, craft room, and laundry room. The living room, TV room, and basement were modified by having only certain areas of the couches and chair available to sit on. These areas are not able to be moved in any way by members. The dining room will be modified so that there are only two chairs per table and they will not be allowed to be moved. The craft room and laundry room will be modified so that only one member will be allowed in those areas at once. Furniture throughout the house has been moved to maintain 6 feet of social distance in all common spaces. Surplus furniture will be put into storage or made unuseable.



Oregon State University
**Center for Fraternity
& Sorority Life**

Additional Information:

Tri Delta National has taken an active role in ensuring the continued health and safety of all staff and members. Their extensive and planful involvement has included extensive training and meetings in preparation for reopening of the chapter facility. Information concerning all health and safety guidelines that will be followed can be found at;

www.tridelta.org/COVID19

As the situation changes, the health and safety plans of the chapter will change to reflect best practices as outlined by the CDC. All practices that are currently implemented were developed by the CFSL, Tri Delta Nationals, CDC, Benton County Health Department, as well as the Housing Director and the Collegiate Chapter President.