Oregon State University
Center for Fraternity & Sorority Life

COVID-19 Chapter Operation & Action Plan

Chapter:Delta Gamma
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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

We are asking our members to abide by all university, local, state, and federal health recommendations. If any members are known to break rules or ignoring guidelines, they will be asked to come to our standards board through our internal processes. Masks are required in all areas of the chapter house, except for personal day rooms and sleeping porches. Gloves are to be worn when using high-touch appliances, such as microwaves and refrigerators. There are sanitizing wipes and spray in all bathrooms, dining room, and laundry room in hopes that members are utilizing them after each use. We have installed hand sanitizing dispensers at each door to each floor, and at each entrance of the chapter house. Members have been made aware of our guidelines, as well as the guidelines placed by OSU, BCHD and the CDC.

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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

All chapter meetings and chapter management team (exec) are currently being held virtually, and will continue to do so until further notice. No social events will held as long as campus health conditions and BCHD don't allow social gatherings. If social events do become allowed during spring 2021 per OSU, BCHD and the CDC, no social events will be held that do not accommodate social distancing and mask guidelines per BCHD and CDC guidelines. All sisterhood events will be held virtually. If a sisterhood event calls for supplies of some sort, i.e. a paint night, supplies may be provided to members if they come to the chapter house to pick them up but still attend the event virtually. We are planning on holding one philanthropy event during spring term, but it will be held completely virtually. We do still have ways that members may complete their service hours that are virtual. We may still make videos for and write cards to senior living facilities in Corvallis, use apps to assist individuals who are visually impaired, and record ourselves reading books for children who are visually impaired. As we go into spring term, we are planning on holding all COB events virtually. We would love to be able to host small meet and greets in person, but will not be doing so until that may be done while adhering to all guidelines set by OSU, BCHD and the CDC. New member education meetings will be held completely virtually in order to adhere to OSU, BCHD, and CDC guidelines as well as to be inclusive to those members who may not be residing in Corvallis for the time being. New member presentations and big/little reveals will be held virtually.

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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 positive[1]
  - Changes to meal operations/member behaviors[1]

If a member tests positive for COVID-19, they are to inform the chapter president and VP: Social Standards as soon as reasonably possible. The necessary officers will be informed of what members were potentially exposed over the past 10 days prior to the positive test, and honor board will inform those potentially exposed members. A member who tests positive for COVID-19 will isolate themselves appropriately. This isolation is 10 days from their first onset of symptoms, or 10 days from their positive test if that member does not have symptoms. We currently have an empty room on the third floor of our chapter house that will be used in order to accomodate members who begin to present symptoms or test positive, until they can find another place to isolate. If someone were directly exposed to someone who was recently diagnosed with coronavirus, they will also begin isolation and do so until they may be tested in the appropriate timeline according to OSU, BCHD and the CDC. If someone is utilizing the isolation room on the third floor of the chapter house, they will have their own bathroom and will have food delivered to their door so they don't come in contact with other live in members in those areas of the chapter house.

[1] If your chapter has a common living facility.

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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?

Our chapter house can house 60 members, but we our capacity has been reduced to 33 members. Most day rooms have 2 members, with the exception of 3 day rooms with 3 members. This may be subject to change, as our housing corporation board is currently discussing lowering capacity for future terms. Sleeping porches have a reduced capacity as well. Members sleep head to foot, and alternate top and bottom bunks to allow for maximum distance between members. The weekly misting applies to the sleeping porches as well. One day room is unoccupied on the 3rd floor for isolation until they may find another place to isolate. If a member is isolating in this day room, they will have their own bathroom with a sign placed in order to ensure other members aren't using it.

Live out members will still have access to their one meal a week. It is takeout style, so they may grab their meals and leave. The dining room tables have approximately half of the chairs around them, in order to reduce capacity. The kitchen is currently closed, and live in meals are also being served takeout style, prepackaged. Each member is responsible for disinfecting their table and chair after use, with provided disinfecting supplies. Gloves and cleaning supplies are provided for members to use the microwave. No use of the kitchenette for personal use is allowed at this time, however women may have small refrigerators in their own day rooms.

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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?**

Our housekeeper does disinfecting of high touch surfaces, Monday-Friday, as well as utilizing the Razor Mister Sanitizer throughout the entire chapter house, including day rooms, 2x a week. Requests for more frequent misting can be made to our house corporation board or the housekeeper. Each live in member may request cleaning wipes from our housekeeper, and are recommended to be disinfecting their own day rooms frequently. In each bathroom there are hospital grade disinfecting wipes, as well as disinfectant spray, to be used after each use of the sinks. The wipes are for high touch surfaces, and the spray is for in the sink after use. Our housekeeper and house corporation board collaborate on low disinfecting supplies, and replenish when necessary. At each entrance and each floor, there have been handsanitizer brackets placed for members and staff to use upon entry. Our kitchen is currently closed, and all meals are being delivered as take-out style (prepackaged). This may be subject to change, but this is how we are currently operating.

As mentioned, the bathrooms are readily available with the proper disinfecting supplies necessary, and those are to be used after every single use of the bathroom, i.e. wipe down faucet handle and counter after washing hands, spray sink after brushing teeth, etc.

As of now, non-member guests are not allowed, unless they are a contractor/vendor and are being escorted by an advisor and are following all of our internal COVID policies (wear masks, wash and sanitize hands, wear gloves if preparing food, etc.). Live-out members are permitted to come get their weekly meal, and that will be given take-out style.

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Additional Information:
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