Bemidji State University COVID-19 Back-to-Campus Preparedness Plan Addendum – Campus Tours

Screening and policies for those exhibiting signs and symptoms of COVID-19

Employees and students have been informed of and are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers’ health status prior to entering the campus and for employees and students to report when they are sick or experiencing symptoms.

- Students employees/staff leading campus tours will be required to self-monitor for any symptoms and will not be expected to work if symptoms are present. Professional staff will remind students to monitor their health on a regular basis.

- Student employees/staff will be required to complete a COVID-19 screening questionnaire (Appendix A of the BSU master plan) once tours recommence this summer.

Respiratory etiquette: Cover your cough or sneeze

- Visitors to our campus will be notified of BSU’s Return to Campus policy and best practices related to respiratory etiquette upon registering for a campus visit and in their email confirmation of their tour. Tour guides will also discuss these recommendations at the beginning of every campus tour.

- Student employees/staff will be required to wear a face covering (fabric mask) while giving campus tours; visitors will be encouraged to wear one if they are able.

Social distancing

- Campus tour routes have been adjusted to keep groups under 10 and visiting areas of campus only in where appropriate distances can be maintained between our tour guides and visitors.

- An outline of the tour route, including doors accessed and facilities entered, will be provided in training of student employees/staff and other campus offices involved with tours. This has been shared with campus safety, grounds, and cleaning crews.
- Admissions has coordinated a 30 minute rolling start process for all tours across all campus areas offering tours. Admissions will be using the 10 AM, 1 PM, and 5 PM times on a weekday basis. Athletics and any other areas needing to offer campus will share a reservations document to ensure that there are not tours overlapping in areas of campus while touring. In summary, tours can only begin on 30 minute intervals, and only one group can begin at any single interval.

- Tour Route Summary is as follows:

  o Start in Deputy, enter and exit through door B of Deputy Hall.
  o Walk north to the side, enter and exit door D of Memorial Hall.
  o Next walk east to the main level of Sattgast Hall, enter and exit door B.
  o Walk north down the stairs across the Centennial Plaza, enter door H of Hobson Memorial Union.
  o Walk underground to the lower level of the Union and go up the stairs by Lakeside, exit out door K of the Lower Union.
  o Walk north to Bridgeman, enter and exit door L of Bridgeman Hall.
  o Walk west and pass the library, Benson, football field, and AIRC. Do not enter the buildings.
  o Cross Birchmont Drive near Decker Hall (do not enter Decker) and proceed towards Oak Hall.
  o Enter and exit Oak Hall through the main entry (south side), proceed to tour showroom on 1B.
  o Next, walk to Walnut Hall, enter and exit door A.
  o Last walk to the Gym/Gillette, enter and exit door E.
  o Return to the Deputy Hall Arch for departure. Admissions Representative questions and follow-up will be conducted in a Zoom meeting format, rather than face-to-face

Certification

- The content of his addendum will be shared on the admissions tour reservation page on our website and be shared with all campus offices that participate in any way with campus tours.

Certified by:

[Signature]

Dr. Faith C. Hensrud
President
Bemidji State University
Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

www.cdc.gov/coronavirus/2019-nCoV

www.health.state.mn.us/diseases/coronavirus

www.osha.gov

www.dli.mn.gov

Handwashing

www.cdc.gov/handwashing/when-how-handwashing.html

www.cdc.gov/handwashing

https://youtu.be/d914EnpU4Fo

Respiratory etiquette: Cover your cough or sneeze


www.health.state.mn.us/diseases/coronavirus/prevention.html

www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

Social distancing


www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping


www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2


Operating Instruction on Campus Management and Cleaning to Slow the Spread of Coronavirus Disease 2019 (COVID-19) in Minnesota State, April 2, 2020

Employees exhibiting signs and symptoms of COVID-19

www.health.state.mn.us/diseases/coronavirus/basics.html

Training

www.health.state.mn.us/diseases/coronavirus/about.pdf
www.osha.gov/Publications/OSHA3990.pdf