

Spring
2022



Lutheran School of Theology *at* Chicago

Campus Safety Guidance

GUIDELINES FOR ON-CAMPUS OPERATIONS

Guiding Principles

Beloved Community,

As we begin the spring semester 2022, we are maintaining and strengthening our guidelines that have promoted safety and community health throughout this pandemic. We must remain vigilant in our response to the pandemic, especially as the Omicron variant continues to deeply impact the LSTC community and the entire world.

We recognize that more members of our community are navigating how best to care for themselves and loved ones as they come into contact with COVID-19. We also know that this altered way of being in community is taxing and wearing on the soul. We deeply appreciate the good will and the intentionality that we witness in how the LSTC community embodies best practices to ensure that all of us, particularly the most vulnerable among us, are protected and kept safe.

Many of the guidelines that LSTC has adopted previously remain in force. As an institution, LSTC remains committed to offering community members the ability to choose between in-person or remote engagement whenever possible for both classes and work, and we fully support you in whichever decision is best for you and your family. Highlights of some of the new measures this spring semester to reduce the risk of exposure in our main building include:

- Requiring proof of staying up to date with vaccinations (encouraging community to receive booster doses as individuals become eligible), or a weekly negative test for individuals who are not fully vaccinated (p. 2)
- Recommending upgraded masks such as the N95 or KN94 whenever possible, or multi-layered masks that completely cover the nose and mouth and fit snugly to the sides of the face and under the chin (p. 3)
- Following CDC guidelines as lengths of quarantine and isolation are adjusted (p. 3)
- Returning to take-out and delivery service only in the Refectory for non-LSTC patrons and closing the main dine-in area (community members with vaccination records on file are able to dine on The Shelf (p. 4)

As we look forward to the weeks and months ahead that promise a flattening of the curve and an eventual decline in the level of infection, we want to express our sincere gratitude for your continued efforts in reducing the spread of COVID-19. We also want you to know that we are keeping you and your loved ones in prayer during this time us.

Your Friendly Viral Outbreak Response Team,

Bob Berridge, Scott Chalmers, Aaron Copley-Spivey, James Foster, and Esther Menn

General Guidelines Governing All In-Person Gatherings on the LSTC Campus

1. Required Vaccination or Weekly Negative COVID-19 Testing

- To access the second and third floors of the LSTC Main Building, you must submit proof of vaccination or weekly negative COVID-19 test results.
- LSTC students and cross-registered ACTS students will need to have submitted proof of vaccination or opt into presenting weekly negative tests by contacting Scott Chalmers, Dean of Student Services at schalmers@lstc.edu.
- LSTC faculty and staff will need to have submitted proof of vaccination or opt into presenting weekly negative tests by contacting Aaron Copley-Spivey, Director of Human Resources at aaron.copley@lstc.edu.
- Individuals opting to present weekly negative test results to access the building will be given instructions on how and when to present the results after they have notified Scott or Aaron of this decision.
- Visitors to LSTC will need to submit proof of vaccination or negative COVID-19 test taken within 72 hours of their visit to their LSTC host.

2. Enter/Exit Control

- Entry to the Main Building will be monitored and regulated. At this time entrance is limited to LSTC employees, students, and official guests of LSTC. Children are asked to remain in the first floor. McCormick students, and employees will access the LRWC and JKM through the McCormick wing.
- All people entering must follow 4 steps at entry and exit:
 - a. Verify that you are COVID-19 symptom free
 - b. Wear a face covering. Bring a face covering of your choice that fits you well or if you forgot yours, one will be provided upon entry.
 - c. Sign in providing your name, destination, and time of entry.
 - d. Sign out and provide time of exit.
- All entry and exit records will be kept by the LSTC office of Safety, Security and Visitor Services for use in contact tracing process by LSTC and Chicago Department of Public Health.
- Violation of these guidelines may result in revocation of building access privileges.

3. Use of Masks or Face Coverings and Physical Distancing

- The Chicago Department of Public Health (CDPH) has a [face mask mandate](#) for all indoor public settings. All individuals age 2 and over, regardless of their vaccination status, are required to wear a mask while indoors in public settings.
- Multi-layered masks/face coverings (covering both nose and mouth) must be worn by any person while in the LSTC building except while alone in closed individual office. Close-fitting masks such as KN95 or surgical masks are recommended. KN95 masks will now be the type provided by LSTC when entering the Main Building. This [CDC guide to masks](#) gives helpful guidance for you.
- Furnishings in all classrooms and meeting rooms are set for physical distancing of 6 feet. Capacity limits of each room are posted outside the room.
- [Physical distancing](#) is recommended and spaces will be marked in a manner to promote this practice.
- Masks are required in all indoor common areas of LSTC's multi-residential buildings including laundry rooms and stairways.

4. Symptom Screening

- LSTC continues to encourage students, faculty, and staff to perform daily health screenings for infectious illnesses, including COVID-19. Those with signs or symptoms of infectious illness should stay home and use a [COVID-19 self-checker](#) to determine whether to seek testing or medical care.
- [COVID tests in Chicago](#) and [COVIDtests.gov](#) have resources for testing.
- By signing in at the LSTC main entrance you are reporting that you are symptom free at that time.
- Those with signs or symptoms of any infectious illness should stay home.

5. Notification of a Positive COVID-19 Test

- If a student, faculty, or staff person tests positive for COVID-19, you may not come to the Main Building. We ask you to contact the LSTC Viral Outbreak Response Team at COVID-19@lstc.edu as soon as possible to initiate appropriate contact tracing.
- Quarantine and isolation procedures will be guided by current guidelines of the [CDC](#).

6. Hand Hygiene and Respiratory Etiquette

- LSTC continues to promote and facilitate health promoting behaviors such as

[hand hygiene](#) and [respiratory etiquette](#).

7. Cleaning, Improved Ventilation, and Maintaining Healthy Facilities

- LSTC will continue routine cleaning of high-touch surfaces and shared objects and maintaining improved ventilation in accordance with [CDC recommendations](#).
- Ventilation in the LSTC Main Building has been upgraded so the maximum amount of outside air is circulated. Outside air dampers are set so 20 – 80% of outside air is being mixed with inside air depending on the outside temperature.
- Germicidal ultraviolet disinfecting lamps are in the process of being installed in all central air handling units.

Specific Areas of In-Person Gathering

1. LSTC Courses

- All LSTC courses will have a remote option, either synchronous by Zoom or asynchronous. Students who are in a high-risk category according to the CDC or who are feeling ill or exhibiting symptoms should attend remotely.
- All students, instructors, TAs, and guest presenters attending LSTC classes in-person need to be masked, as the classroom is a public space.
- All classrooms are set up for social distancing of 6 feet separation, and maximum Covid-19 capacities will be observed. The maximum capacity for classrooms is posted at each room.

2. Food Service and Communal Dining

- The LSTC Refectory will have take-out services only for non-LSTC patrons. This may be updated as City of Chicago guidelines for indoor dining is updated. City of Chicago requirements may be found [here](#).
- LSTC patrons may dine within the LSTC building in the Shelf Lounge, closed office spaces for individuals, outside, and in the President's Dining Room (by reservation only by contacting Abimbola Brown, abbie.brown@lstc.edu).
- Masks may be removed only when a person is seated and actively eating or drinking in the designated areas.

3. Gatherings and Events

- Individuals who are not fully vaccinated should continue to [avoid large gatherings](#) or use face coverings, maintain physical distancing, and practice good hand hygiene if they choose to attend.
- The CDC continues to give guidance regarding [events and gatherings](#).

4. LSTC Worship

- [📄Chapel Protocols for Worship During the COVID Pandemic.docx](#)
- [Chapel's myLSTC page](#)

5. JKM Library and LRWC

- JKM
 - The physical premises of the JKM Library are open to all individuals currently affiliated with LSTC or McCormick in accordance with each school's respective COVID-19 protocols.
 - Library hours (as well as any updates in case of inclement weather) for spring semester 2022 are posted on the library's home page here.
 - All library e-resources and your JKM/I-Share library account are accessed using your OpenAthens credentials. If you don't have OpenAthens credentials, contact library staff at ask@jkmlibrary.org using your school e-mail account. Instructions for resetting your OpenAthens password are available on the [JKM website](#) under the 'How do I ...?' menu.
 - Place retrieval requests for hardcopy library materials through Primo, the library's online catalog. Instructions for how to request hardcopy materials from the JKM stacks and the other 88 I-Share libraries is available on the [JKM website](#) under the 'How do I ...?' menu.
 - Requested materials can be picked up at the LSTC front desk area after 6 pm on the day of notification. The notification email comes from the I-Share library lending the item, so you may want to check your junk mail folder. Items not retrieved after 30 days are returned to the owning library.
 - Place requests for scans of chapters and articles through the databases listed on the e-resources page. If an article or chapter isn't discoverable in the databases, send an email with complete bibliographic information to ask@jkmlibrary.org. All document delivery requests are subject to the 'fair use' provisions of U.S. copyright law.

- The Regenstein Library of the University of Chicago is open to all individuals currently affiliated with McCormick or LSTC. Before visiting the Regenstein Library:
 - check the library's website to ensure that access hasn't been temporarily rescinded (because of COVID variants)
 - when visiting the Regenstein privileges office, ensure that your ACTS borrower i.d. card (available at the JKM circulation desk) is currently valid and that you bring with you all necessary documentation for proof of vaccination, current enrollment, etc.
- Return all JKM and I-Share library materials to the dropbox in the LSTC front desk area. Please do not return Regenstein materials to the dropbox as we cannot guarantee their delivery.
- Contact another I-Share or ACTS library before visiting, as not all institutions allow access by individuals from outside their communities. Contact information is available here.
- Contact library staff at ask@jkmlibrary.org or 773.256.0739 if you have any questions regarding library access, resources and services.
- LRWC
 - Physical premises of the LRWC will be open with all masking, distancing, and cleaning protocols strictly followed.
 - Individual study spaces are available for use.
 - Learning partners will schedule time with students.
 - Global Conversations and bible studies will be scheduled in a room where adequate distancing is available.
 - Contact Director Rob Worley at rworley@mccormick.edu at the LRWC if you have any questions regarding access and programing.

Resources

1. Government Agencies Providing Guidelines

- Center for Disease Control and Prevention ([CDC](https://www.cdc.gov))
- Illinois Department of Public Health ([IDPH](https://www.idph.state.il.us))
- Chicago Department of Public Health ([CDPH](https://www.cdph.illinois.gov))
- Illinois Board of Higher Education ([IBHE](https://www.ibhe.org))