

Protect Purdue Plan Return to Operations Plan

Requestor and college or department: Purdue Musical Organizations

Contact information (email): William E. Griffel, Director

Type of plan: People Program(s)

Date of request: July 1, 2020

As we plan for a return to residential activities, programming and facilities, we must prepare to do so safely and within the construct of the Protect Purdue Plan. Below is a structure that emphasizes prevention of the spread of COVID-19 with a focus on protection of the most vulnerable in our population. This planning process is designed to ensure consideration of current Protect Purdue requirements. *For each of the ensemble capacity numbers, it is important to note that PMO will never see a full ensemble concurrently due to class scheduling conflicts. The count is reflective of maximum group capacity, not practical attendance numbers.*

Please provide the following information as you plan for the return of people and programming:

1. **Basic information:** date, location, number of individuals (student, staff, faculty, visitors)

Fall Semester, Ralph and Bettye Bailey Hall, Front Lawn Tent, Parking Lot Tent. The occupancy of these spaces will not exceed the de-densified capacities as determined and stated by the University.

Rehearsals include:

- **Purdue Varsity Glee Club** M-F 11:30-12:20 pm, (83 students), Outdoor tent rehearsals, William E. Griffel, Director, Scott Hines, Assistant Director
- **Purduettes** M-F 11:30-12:20 pm, (80 students) Outdoor tent rehearsals, Jeff Vallier, Director, Jake Stensberg, Assistant Director
- **University Choir** M-W-F 1:30-2:20 pm, (96 students) Outdoor tent rehearsals, Jeff Vallier, Director, Jake Stensberg, Assistant Director
- **Purdue Bells** T-Th 1:30-2:45 pm, (26 students) Smith Rehearsal Room – Bailey Hall, Rhonda Blacklock, Director

- **Heart and Soul** M-W-F 12:30-1:20 pm, (30 students) Outdoor tent rehearsal, Rhonda Blacklock, Director
 - **All Campus and Community Choral** Tues. 7-9 pm (25 students) Outdoor tent rehearsal, Jake Stensberg, Director
 - **Purdue Varsity Glee Club Specialty groups** (24 total members, individual groups rehearse at different times, tbd), Smith Rehearsal Room-Bailey Hall, Scott Hines, Director
 - **Purdue Specialty groups** (13 total members), Outdoor tent rehearsals, Jake Stensberg, Director
 - **Heart and Soul Specialty** (6 members total), Rohrman Rehearsal Room-Bailey Hall, Rhonda Blacklock, Director
 - **Bells Specialty groups** (14 members total, individual groups practice at different times, tbd), Smith Rehearsal Room, 2nd Floor practice room-Shaker Chimes-Bailey Hall, Rhonda Blacklock, Director
 - **Chamber Choir** (15 members total) Outdoor tent rehearsals, Jake Stensberg, Director
2. **Purpose of the event:** Regular Rehearsals for Purdue Musical Organizations ensembles and specialty groups.
3. Outline your plan for complying with the requirements of the Protect Purdue Pledge: to protect myself, protect others, and protect the community?

Ralph and Bettye Bailey Hall Building Deputy Kris Webster met with representatives from REM and Facilities Assessment in June 2020. Much of what is listed below is a direct outcome of this meeting.

a. Masks

- Anyone entering a campus building must wear a face mask in all hallways, public spaces and common areas as well as any time social distancing of 6 feet is not possible.
- Appropriate signage will be displayed in Bailey Hall reminding students to wear masks when in the building.
- All PMO students will be required to wear masks and face shields at all times, including during rehearsals.
- All staff members will be expected to comply with all university guidelines concerning face masks.

b. Hand hygiene

- In general, appropriate signage will be displayed throughout the building encouraging students to wash hands and to use hand sanitizer frequently.
- Hand sanitizer stations will be located in multiple areas in Bailey Hall and hand sanitizer terminals will be moved outside each day for regular rehearsals.

c. Social distancing

- In general, social distancing guidelines will be maintained throughout the building, using the 6-foot standard.
- All rehearsal spaces will be pre-set using social distancing standards. Indoors: 12 feet, outdoors: 7 feet.
- Staff have been instructed to stay in their offices and hold meetings with students both outside and safely social distanced or remotely. Exceptions will be made for the rare need for in-person, in office meeting on a case by case basis.

d. Protection of people located at reception

- The front reception desk will be equipped with a Plexiglas shield to serve as a suitable barrier between the front desk worker and a potential student/guest.

e. De-densification of spaces

Staff:

- When possible, staff will be encouraged to work remotely, hold office hours remotely and conduct large group meetings using WebEx or Zoom.
- Select staff may work remotely for the entire semester.
- Ensemble Directors have been given the option to work remotely if necessary but will most likely be on campus for regular rehearsals.

Students:

- Students will be discouraged from entering Bailey Hall unless they are participating in one of the small specialty ensembles mentioned above or have a specific, prearranged reason to enter the building to meet with a staff member.
- Signs are posted defining room occupancy.

- Flow patterns for anyone in the building are posted on the floors of Bailey Hall.
- Hand sanitizer will be located in multiple locations in Bailey Hall.
- Masks will be required by all occupants and visitors in Bailey Hall.

f. Public areas (restrooms, conference rooms, kitchenettes)

- The building deputy has posted signs concerning restroom occupancy.
- When appropriate, stalls and sinks will be labeled DO NOT USE to insure social distancing.
- Signage have been posted with reminders to wash hands, use hand sanitizers and wear masks.
- The conference room will be closed for the semester.
- The staff workroom/kitchenette has appropriate signage denoting maximum room occupancy (2 persons).

g. Rehearsal Rooms in Bailey Hall

Smith Room: 1,356 square feet

- The Smith Rehearsal room is the largest rehearsal room in the building. It can accommodate up to 9 singers, socially distancing at 12 ft. It can accommodate up to 24 bell students, socially distancing at 6 ft (they do not sing, they ring only).
- This classroom has good airflow with vents on one wide and returns on the opposite side of the room, providing constant circulation.
- Rehearsal room doors will be opened to optimize airflow.
- Rooms will be disinfected and pre-set before each rehearsal. Rehearsals have been scheduled to allow between 20-30 minutes between each rehearsal for cleaning and disinfecting and air exchange.
- Directors will allow a 5-7 minute break in the middle of each rehearsal to allow the students to take a break outside for fresh air.
- Students will be required to wear masks and face shields while rehearsing.
- Pedestrian flow patterns will be defined by signage and with arrow on floors and walls.
- Signage will be displayed defining room occupancy

- The Purdue Bells will rehearse in this room, at a 6ft. social distance, with masks and gloves. They are the only large group to be allowed to rehearse in this room because they are the only group that doesn't sing.
- Directors will have a Plexiglas drum shield located in front of them to provide an additional level of protection in front of the ensemble members.

Rohrman Room: 999 square feet

- The Rohrman room is a bit smaller than the Smith Room. It can accommodate up to 6 singers, socially distancing at 12 ft.
- This room will be disinfected and pre-set before each rehearsal. Rehearsals have been scheduled to allow between 20-30 minutes between each rehearsal for cleaning, disinfecting and air exchange.
- The rehearsal room doors will remain open to allow air flow to be exchanged.
- Occupancy pattern flow will be defined with signage and arrow on floors and walls.
- Signage will be displayed defining room occupancy.
- Directors will have a Plexiglas drum shield located in front of them to provide an additional level of protection in front of the ensemble members.

Other possible gathering areas

- **Luhman Rehearsal Room:** 702 square feet- this room was formally used by the Purdue Bells as their main rehearsal space. It will only be used for storage of equipment for Bells and other Bailey Hall storage needs.
- **Student Lounge:** 533 square feet – this area will only be used for students to leave coats and book bags when they are in Bailey Hall for scheduled specialty rehearsals or meetings in the building. The lounge will be closed for any student gathering for the semester.

h. Outdoor rehearsal spaces

- **Front Lawn:** *approx. 2,200 square feet* - This area will have a tent located approx. 11 ft. from the windows at the north end of Bailey

Hall. This area will accommodate approximately 50 students socially distanced at 7 feet. Each singer will be required to wear face masks and face shields during rehearsals. Each student will have their temperature checked prior to the start of each rehearsal. Anyone with a fever will be sent home immediately. Students will all face the same direction to avoid spreading infection. Directors will have a 5-foot, Plexiglas shield directly in front of them for added protection in front of the ensemble members.

- **Parking Area:** *approx. 3,800 square feet* – This area will have a tent located 11 ft. from the awning at the south end of Bailey Hall. This area will accommodate approximately 75 students socially distanced at 7 feet. Each singer will be required to wear face masks and face shields during rehearsals. Each student will have their temperature checked prior to the start of each rehearsal. Anyone with a fever will be sent home immediately. Students will all face the same direction to avoid spreading infection. Directors will have a 5-foot, Plexiglas shield directly in front of them for added protection in front of the ensemble members.

Transportation- Any travel planned for the semester has been cancelled.

4. What is the plan for emergencies?

In the case of an emergency including a serious outbreak of COVID-19 on campus, Purdue Musical Organizations is prepared to pivot all rehearsals to an online format which would include musical instruction, individual meetings and active listening instruction.

5. What is the plan if someone exhibits [symptoms](#) of COVID-19?

- All staff and students are expected to monitor for and report all symptoms of COVID-19 to the Protect Purdue Health Center.
- If students exhibit symptoms during class, staff will send the student home immediately and direct the student to contact PPHC (Protect Purdue Health Center at 765-496-INFO (4636) or toll-free at 833-571-1043) directly and follow any recommendations. Case managers will likely begin the contact tracing that will identify those in close, significant contact with the

student feeling ill and contact tracing will contact as appropriate. Each student or staff member that is managed by PPHC is done so individually. A staff member may feel free to contact PPHC at any time. It is critical that the person exhibiting the symptoms call PPHC directly.

- Students and staff are expected to follow the directions provided by the case manager from the Protect Purdue Health Center, including any testing, contact tracing and quarantine or isolation instructions.
- Students and staff will be instructed not return to work or rehearsal until they receive clearance to do so from the Protect Purdue Health Center.
- Students and staff will be instructed follow instructions from the Protect Purdue Health Center concerning the notification of other students in the rehearsal in question.

6. Will food be offered at this event/program? If so, please describe:

NO

7. Plan to address non-compliance:

- Reiterate rehearsal expectations as found in the Protect Purdue Pledge and department protocol.
- Deal with issues of non-compliance on a person-by-person basis by staff and students.
- Staff will reserve the right to cancel the rehearsal and walk out of the room should a student fail to comply.
- Report and document the details of the situation to the Office of Student Rights and Responsibilities where the (OSRR) staff will review the report and follow-up with the student as appropriate.
- From Teaching and Learning Forum on June 26, 2020
 1. Understanding this is a paradigm shift. De-escalate vs. Intensify
 2. Ask. Offer. Remind.
 3. Refusal to Comply = Ask to leave / Repeat violations = Report.
 4. As a last resort, disengage and leave. Report.

8. Additional information about this plan:

Any performances by members of Purdue Musical Organizations will be done with the goals of the Protect Purdue Pledge in mind. Possible options might include:

- Live streamed rehearsals/performances on campus from the various locations where singers and directors can be appropriately socially distanced.
- Slayter Center Stage and lower concrete area (large group rehearsals)
- Elliott Hall of Music stage and seating area (audio recording for Christmas show)
- Use a software platform like Smart Music to record student musicians to create a virtual concert.