



# THE WELCOME BACK TO CAMPUS PLAN

2020-21 ACADEMIC YEAR

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GUIDANCE FOR STUDENTS, FACULTY AND STAFF  
IN RESPONSE TO THE COVID-19 PANDEMIC



Concordia  
Seminary  
ST. LOUIS

Updated Jan. 15, 2021, v.2

# INTRODUCTION AND WELCOME

Greetings in the name of Jesus Christ, Lord of the church! Welcome, and for some of you, welcome back, to the 2020-21 academic year at Concordia Seminary, St. Louis, our 182nd year, with the theme “Jesus Christ is the same yesterday and today and forever” — the perfect theme for these turbulent times.

These past few months have presented us with new challenges almost daily, and things are yet changing. We are closely monitoring developments relative to the coronavirus pandemic as we begin our new academic year. Concordia Seminary is committed to creating a safe learning and working environment for our students, faculty and staff. For our distance students, our online courses will progress as normal. For our residential students, the Seminary intends to offer in-person courses with some modified operating procedures to prevent the spread of COVID-19 (coronavirus).

The Seminary is following current best practices, guidelines and regulations from the Centers for Disease Control and Prevention (CDC) as well as the Missouri Department of Health and

the St. Louis County department of public health. Our students, faculty and staff are encouraged to read carefully the information provided here and to follow these guidelines for the sake of the safety, health and well-being of our Concordia Seminary family and surrounding community.

While we recognize that the Seminary may have to operate a little differently this academic year, we know that God our Father is in control and has us in His care — always. What a blessing it is to know that our Savior Jesus is still the Lord of the church! The current circumstances of our world demonstrate the eternal significance of what we do here at Concordia Seminary, and the exceedingly important consequences of the ministry of the Gospel.

“GOD IS OUR REFUGE AND STRENGTH, A VERY PRESENT HELP IN TROUBLE. THEREFORE WE WILL NOT FEAR THOUGH THE EARTH GIVES WAY, THOUGH THE MOUNTAINS BE MOVED INTO THE HEART OF THE SEA, THOUGH ITS WATERS ROAR AND FOAM, THOUGH THE MOUNTAINS TREMBLE AT ITS SWELLING.” (PS. 46:1-3 ESV)

Please continue to pray for all of those who have been affected by this terrible disease and for all those serving on the front lines who are caring for the sick and providing essential services. We pray in earnest for an end to this worldwide pandemic, and we thank God for sending His Son for our eternal salvation.



**Because COVID-19 information is ever changing, any updates to this plan will be posted at [csl.edu/coronavirus](https://csl.edu/coronavirus). Please bookmark this page and visit it often for the most current information.**

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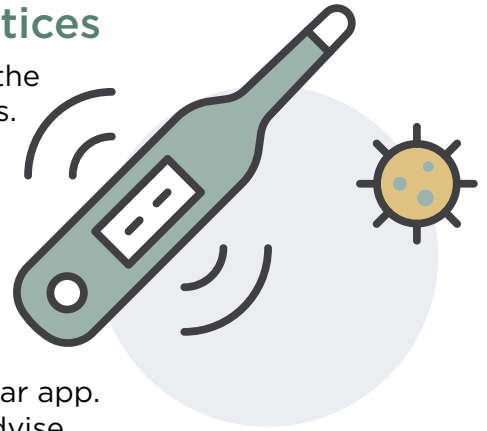
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# HEALTH AND SAFETY

## Disease Prevention and Best Health Practices

The latest public health guidelines indicate that preventing the spread of the coronavirus includes the following approaches. All faculty, staff and students are expected to adhere to these guidelines.



### IF YOU ARE SICK

If you are sick, please do not come to class or to the office.

\*Beginning Nov. 2, 2020, all faculty, students and staff are required to log their symptoms daily using the #CampusClear app. In the event you are experiencing symptoms, the app will advise you as to whether to remain at home. Dr. Julie Gary, coordinator of Health and Wellness, also will be notified by the app and she will be in touch with you regarding next steps.

Dr. Gary will inform faculty of any student absences, and faculty will work with students regarding coursework (see the “Academics” section of this document). Employees should immediately notify their supervisor if they will be absent.

### WATCH FOR SYMPTOMS

People with COVID-19 report a wide range of symptoms, ranging from mild symptoms to severe illness. Symptoms may appear two to 14 days after exposure to the virus. People with these symptoms may have COVID-19:

This list does not include all possible symptoms, nor does the presence of these symptoms positively indicate that you have contracted the virus. To be sure, and if you think you have been exposed to COVID-19, please seek medical evaluation.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea



## HELPFUL NUMBERS

### St. Louis County COVID-19 hotline

- 🕒 Monday through Friday, 7 a.m.-7 p.m.  
Saturday, 8 a.m.-noon
- ☎ 314-615-2660
- 📱 Text STLOUISCOALERT to 67283

### Missouri Department of Health and Senior Services hotline

- 🕒 24 hours a day, seven days a week
- ☎ 877-435-8411

## Protection and prevention



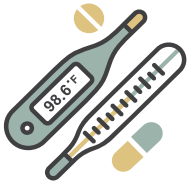
Wash your hands often with soap and water. If soap and water is not readily accessible, use a hand sanitizer that contains at least 60% alcohol. Hand sanitizer dispensers are located throughout campus for your use.

Cover your mouth and nose with a face mask when around others.



Cover coughs and sneezes with a tissue or the inside of your elbow.

Avoid touching your eyes, nose and mouth.



Monitor your health daily.

Clean and disinfect frequently touched surfaces daily.



Do not share supplies such as cutlery or office equipment (pens, staplers, etc.).

Avoid close contact. Put 6 feet of distance between yourself and people who don't live in your household.



Limit in-person meetings and use virtual meeting applications such as Microsoft Teams and Adobe Connect to the greatest extent possible.

## Face covering guidelines

Face coverings are required in all Seminary buildings, including classrooms, any time 6 feet of social distancing cannot be maintained.

### **EXAMPLES OF WHEN YOU MUST WEAR A FACE COVERING:**

- Entering and exiting campus buildings
- When teaching or participating in a classroom
- Entering and exiting dining areas (masks may be removed while eating)
- If your work or study space is within a cubicle and you cannot be 6 feet away from others
- When indoors and walking from office to office or in common spaces such as hallways, stairwells, break rooms and restrooms
- Whether indoors or outdoors when you cannot be physically distant from another person



### **EXAMPLES OF WHEN A FACE COVERING IS NOT REQUIRED:**

- When indoors and working within an enclosed space by yourself (but if someone approaches your study or work space, you must put your mask on)
- When eating (however, masks should be worn when entering and exiting a dining area and until your food has arrived or been served)
- When outdoors and not within 6 feet of others

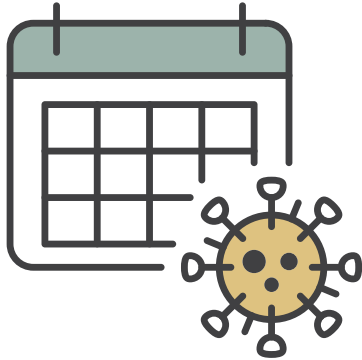
\*Those who are exempt from this requirement are children under the age of 5 or those who have a medical condition that prevents them from wearing a mask.

The Seminary will provide one reusable cloth mask to all students, faculty and staff before the beginning of the fall semester, and a limited number of additional face masks may be available at the Health and Wellness office; however, individuals are expected to maintain an adequate supply of personal face coverings to allow for washing and daily use.

## Covid-19 Reporting Requirements

Concordia Seminary requires all faculty, staff and students to formally report a confirmed or suspected case of COVID-19, as well as exposure to COVID-19. **If you have been exposed to someone with a confirmed case of COVID-19 or have tested positive for**

**the disease, please immediately notify Dr. Julie Gary at [wellness@csl.edu](mailto:wellness@csl.edu), 314-505-7332 (office) or 618-406-7166 (mobile).**



### CONFIRMED CASES

If a student, faculty or staff member tests positive for COVID-19, he/she should remain isolated at home for a minimum of 14 days from when symptoms first appeared.

**Please contact Dr. Julie Gary in Health and Wellness with your test results and before returning to the Seminary.**

### EXPOSURE

Anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure.

### CONTACT TRACING

Health and Wellness will use information received from those who test positive for COVID-19 to facilitate contact tracing on campus. Members of the Seminary community who have been exposed to the virus will be notified, to the best of the Seminary's ability, while maintaining confidentiality, and will be asked to follow proper quarantine protocols. The Seminary will adhere to all federal, state or local reporting requirements.

## Screening

\*As of Nov. 2, 2020, all faculty staff and students must daily report symptoms of COVID-19 on the #CampusClear app before arriving on campus.

Those who are exhibiting symptoms (see the "Watch for Symptoms" section of this document) should not come to campus or attend in-person classes, and are expected to follow the guidelines outlined in the "If You are Sick" section of this document.

## Cleaning and Disinfecting

- Classrooms will be disinfected after each class. All touch points will be fogged each morning.
- Restrooms will be cleaned two times per day.
- Cleaning supplies will be available in all classrooms and offices. Use them to keep workspaces and personal items clean before and after use and throughout the day.
- Hand sanitizer stations are available in common areas of each building.
- All cleaning and sanitizing products used on campus are CDC-recommended and FDA-approved.



## Travel Registry

Anyone — faculty, staff or students — who travels is strongly encouraged to explore and understand any risks before making those trips. The latent period, time between exposure and typical onset of symptoms, for the coronavirus is 14 days. It is important that travelers understand that if they are having symptoms, they should not return to campus, and even if they are not experiencing symptoms, they should pay close attention to their bodies for 14 days after returning and watch for appearance of those symptoms.



All faculty, staff and residential students who travel outside the St. Louis metropolitan area must complete the Seminary's online "[Coronavirus Travel Registry Form](#)" before traveling. Dr. Julie Gary from Health and Wellness will notify you of any risks or actions to be taken upon return from your travel destination. Please understand that this requirement is strictly a health precaution and will be kept confidential; there will be no penalty because of anyone's travel.

## ACADEMICS

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The 2020-21 academic year begins Aug. 28 with Opening Service and the first day of class is Aug. 31. The complete academic calendar is available in the [2020-21 Academic Catalog](#).

Courses for residential students will be provided with in-person instruction, with some exceptions when teaching may be provided online. Courses for distance students will be offered online in the usual manner. Regardless of the modality of teaching in place at the beginning of the semester, circumstances may mandate a switch to remote learning. Should circumstances change and/or conditions require such a change, the faculty will be prepared for the possibility.

In the event a student becomes ill and/or must self-quarantine, accommodations for remote learning will be made available. In addition, high-risk students who feel they should not attend in-person classes should contact Dr. Julie Gary in Health and Wellness. She will ensure that those students' professors know they have an excused absence and that accommodations for remote learning should be made available for them. For more information, see the "Accommodations" section of this document.

### Technology Services Help Desk

🕒 Monday through Friday, 8-9:30 a.m.  
and 10:30 a.m.-4:30 p.m.  
(Closed daily from 9:30-10:30 a.m. for chapel)  
☎️ 314-505-7231  
☎️ 866-333-2064  
✉️ [helpdesk@csl.edu](mailto:helpdesk@csl.edu)

### Kristine Kay Hasse Memorial Library

🕒 Monday-Thursday: 7 a.m.-10 p.m.  
Friday: 7 a.m.-5 p.m.  
Saturday: 1-5 p.m.  
Sunday: 6-10 p.m. Sunday.  
☎️ 314-505-7030  
✉️ [circ@csl.edu](mailto:circ@csl.edu)



## **BUILDING ACCESS**

Please keep your ID badge with you at all times as the majority of the buildings on campus require the use of the badge for access.

## **CLASSROOM USE**

Classrooms have been assigned based on capacity limitations and the need to maintain 6 feet of social distance. Spaces not traditionally used as a classroom have been assigned in order to accommodate these limitations.

- Professors and students may not move desks or chairs, or move to another indoor space not assigned to your class. Use of a classroom without prior authorization jeopardizes the health and safety of those who are next scheduled to use the room.
- Rooms will be disinfected after each scheduled class. Classrooms will be locked after the last class of the day to ensure that they are ready for the next scheduled class.
- Empty classrooms should not be used as a space to study. Doing so jeopardizes the health and safety of those who are next scheduled to use the classroom.
- Meetings must be scheduled through EMS so that cleaning protocols can be properly managed.

## **RESIDENT FIELD EDUCATION (RFE)**

Students enrolled in the Seminary's residential ministerial formation programs are assigned a Resident Field Education (RFE) congregation for the duration of their program. While the Seminary is located within St. Louis County, some RFE congregations are located in different and surrounding jurisdictions, some of which have different health and safety guidelines. Students may only participate at RFE locations that are in compliance with their area's applicable guidelines.

If a student is not comfortable that his or her RFE congregation is meeting the COVID-19 policies of its jurisdiction, or even if the congregation is but the student still is not comfortable, he or she is encouraged to contact the Seminary's interim director of Resident Field Education so that a mutually workable solution can be attained.

### **Questions about Resident Field Education?**

Contact:

Rev. Jeffrey Thormodson

Interim Director of Resident Field Education

Assistant Director of Vicarage and Internships

☎ 314-505-7108

☎ 314-974-5038 (mobile)

# CAMPUS LIFE

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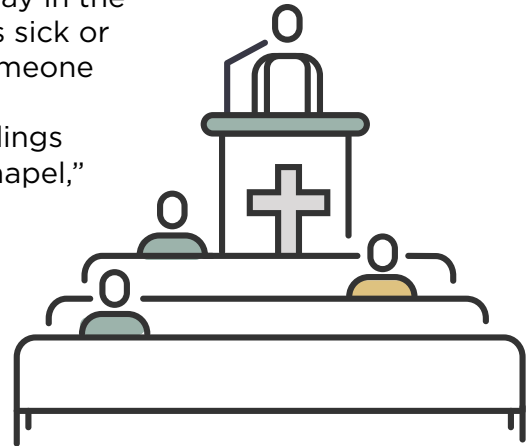
## Athletics/Athletic Fields

All sports, including intramurals, are suspended. Accordingly, all athletic fields are closed until further notice. The Seminary will seek every opportunity to safely return student athletes to play and will announce any updates as predicated by the circumstances.

## Chapel/After Chapel Coffee

Chapel services are at 9:35 a.m. Monday through Friday in the Chapel of St. Timothy and St. Titus. Anyone who feels sick or has symptoms or who has come into contact with someone diagnosed with COVID-19 should not attend chapel. Those who cannot attend in person can watch recordings of chapel services on [SemNet](#) under “Resources,” “Chapel,” “Weekly Chapel services.”

Physical distancing of 6 feet or farther will be maintained during chapel services. Every second pew on both sides will be open for seating. The side chairs and transept chairs also will be spaced at proper physical distances (one chair within 6 feet of the next). No more than four people will be allowed to sit in an open pew unless they are from the same nuclear family. Pews that are not available will be roped off.



Face coverings must be worn at all times while in the chapel. The preacher and liturgist may remove their masks while preaching and speaking to allow the assembly to perceive facial expressions as part of the enacting of the liturgy.

The assembly is encouraged to avoid lingering in the narthex. Distanced conversation should be taken to the Chapel Plaza or elsewhere on campus.

Full-throat singing is discouraged per guidelines from various national choral and instrumental organizations. The assembly is invited to sing with a normal or lower-than-normal volume. Chapel staff will employ varied methods of experiencing music so as to limit the spread of mucosal particles.

The Lord's Supper still will be celebrated on Wednesdays in a service of about 40 minutes. Individual disposable, biodegradable cups will be used. With great regret, common cup will not be available. The bread and wine will be available at a table in the center aisle. Those communing will come individually down the center aisle to eat and drink the Supper, receiving it while the presider and assistants speak the words of distribution, and return to their seats down one of the side aisles.

Campus Facilities/Environmental Services will disinfect the main nave, first floor and balcony from 1 p.m. to 3 p.m. daily. Those locations in the chapel are closed each day to allow for this disinfecting.

The Seminary's after chapel coffee service will resume when conditions allow.

## Dining Services

Wartburg Hall, which serves as the dining hall, will be open; however, alterations have been made to assist patrons with social distancing. In addition, Koburg Hall will be available for additional seating.

- Seating will be limited at tables.
- The buffet will be open and served by Fresh Ideas staff.
- Ala Carte and Fresh n Go menu items will be available for purchase.
- Directional signage and social distancing measures will be in place.
- Faculty and staff are encouraged to eat in their offices so as to allow space for students, who have limited access to other dining locations.



## Music and Arts

In light of the pandemic, musical activities will be limited. Auditions for *Laudamus*, the Seminary's premier choir, have been suspended as has been the traditional tours. The Seminary's director of Music Arts will be in contact individually with musicians to augment worship services, and the Seminary community is encouraged to watch for notices of occasional after-chapel concerts.

### Interested in serving the Seminary musically?

Contact:

Dr. James Marriott  
Kreft Chair for Music Arts and  
Director of Music Arts

📞 314-505-7118

✉️ [marriottj@csl.edu](mailto:marriottj@csl.edu)

## Pederson Field House/Fitness Center

The field house, including the fitness center, are closed at present, but our Health and Wellness staff are working toward opening the facility during the spring semester. Please watch the *Daily Announcements* for updates.

# STUDENT SERVICES

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## Campus Housing

The Seminary's residential facilities are open and available for residential students and their families (in the case of married students). Density has been reduced by allowing only single occupancy options for single students.

### Questions about housing?

Contact:  
Kim Chapman  
Administrator of Residential Services  
☎ 314-505-7324  
✉ [chapmank@csl.edu](mailto:chapmank@csl.edu)

The face covering, social distancing, and cleaning and disinfecting protocols for common spaces as described earlier in this document apply to dormitories.

## Campus Store

The Campus Store is closed but will reopen when conditions allow. The online store is available at [csl.edu/store](https://csl.edu/store).



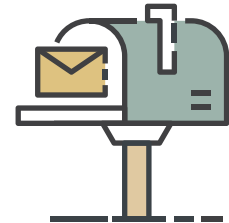
## Food Bank

Box pickups of groceries for students will be available. Students will be notified of the dates and times for each box pickup event.

## Mail Room

Hours of operations:  
Monday-Friday: 7:30-9:30 a.m. and 3-5 p.m.  
Saturday-Sunday: Closed

Student mail boxes are open and information has been sent to each student's [csl.edu](https://csl.edu) email account.



## Re-Sell It Shop

The Re-Sell It Shop is closed at present but will reopen when conditions allow.

## Welcome Center

Hours of operations:  
Monday-Friday: 7:30 a.m.-5 p.m.  
Saturday: 8 a.m.-1 p.m.  
Sunday: CLOSED

# EVENTS

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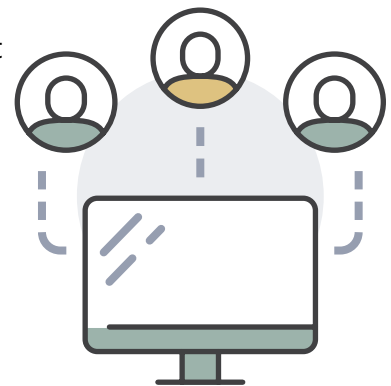
The Seminary's Campus Services team is working with all departments and student organizations regarding special events and are evaluating the need for any changes on a case-by-case basis for events held both on and off campus. For more information, please check the Seminary's events calendar at [csl.edu/calendar](https://csl.edu/calendar).

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# ACCOMMODATIONS

## Employees

As of the date of this plan revision, St. Louis County's "Safer At Home" guidelines remain in effect. As such, those employees whose work involves directly serving students are asked to return to campus to work so that day-to-day operations in service to students may function smoothly. For guidance as to whether this expectation applies to you and details about when this expectation takes effect, please speak directly with your supervisor. Supervisors and others with questions about this expectation should contact Tom Myers, director of Human Resources, at 314-505-7329 or [myerst@csl.edu](mailto:myerst@csl.edu).



## Students

Some students, including those who are considered high-risk for COVID-19 and self-identify as such, may be eligible for accommodations related to in-person courses and should notify Dr. Julie Gary in Health and Wellness. Accommodations for classroom capture for those who cannot attend class will be communicated on an individual basis if such a need is determined.



# EMOTIONAL, PHYSICAL AND SPIRITUAL WELL-BEING

Each of us is facing unique personal circumstances as a result of the coronavirus pandemic and the upheaval it has wrought to daily life. A variety of resources for all members of the Seminary community that aim to provide support, inspiration and encouragement during these trying times are available at [csl.edu/coronavirus](https://csl.edu/coronavirus).

## RESOURCES INCLUDE:

- Table Talk: One-Page Family Devotions
- Online Course: Dealing with Stress and Worry
- Reflection: “Pandemic, Coping with It.”
- Homiletical Helps for Pastors
- Lectionary@Lunch Podcasts
- Chapel Sermons
- Word and Work: An Intersection
- Feeding on the Scriptures
- Plagues, Then and Now
- Responding to COVID-19



## Prayer requests

Prayer requests to be included in chapel services are welcome. To submit a prayer request, find the prayer request form on [SemNet](#) under “Resources,” “Chapel,” “Prayer Request.”

## Pastoral care

Rev. Paul Sieveking, the Seminary’s campus chaplain, provides pastoral care, including safe and confidential ministry, to the campus community. Opportunities for private Confession and Absolution are offered by appointment and weekly in the Chapel of St. Timothy and St. Titus. Chaplain Sieveking’s hours are posted on his office door (Brauer Hall 14). He also is available at 314-505-7289 or 515-570-3144 (mobile).

## Ways to maintain overall health

For more information, including tips on exercise and healthy eating plans that can help reduce stress, please see Dr. Julie Gary’s [April 16 campus update](#).



For more information about the Seminary’s response to the coronavirus pandemic and for updates to this plan, please visit [csl.edu/coronavirus](https://csl.edu/coronavirus)