



# Welcome to McDaniel Local.

Summer 2020

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# Health & Safety Precautions

**McDaniel College has developed a set of plans, policies and protocols in response to the COVID-19 pandemic.**

Central to this process is the aim of maintaining the safety of all individuals while creating a humane environment in which our students will thrive. McDaniel's plans will be aligned with Maryland's Road to Recovery, the local orders of the Carroll County Government and the City of Westminster. Additionally, the plans will be informed by guidance including but not limited to state, local, and federal public health, education and safety authorities, the Carroll County Health Department, the Centers for Disease Control and Prevention and OSHA.

## **MCDANIEL LOCAL SAFETY PLAN**

- Before you leave your home to travel to McDaniel Local, please take your temperature and assess your health. If you have a fever or are feeling unwell, please stay home.
- We are staggering check-in times for students to de-densify the number of people proceeding through the check-in process at one time. We ask that you please abide by your assigned check-in time. Your assigned check-in times will be emailed to the student's McDaniel email address approximately 48 hours before each session.
- When families arrive, McDaniel Local staff will approach your car with instructions and a health screening protocol, including taking the student's temperature. Parents/family members will not need to exit the vehicle; only students will be permitted to proceed through the check-in and move-in process. Students will complete a health screening on the morning of day 2 as well.
- Each student will be housed in a single room in apartment-style housing. Within the apartment suite, each student will be assigned to a bathroom and sink that they will share with one other student.
- Signage will be posted to encourage CDC hand washing strategies (For example: Wash your hands with soap and water for at least 20 seconds. If soap and water are not available, then clean your hands with hand sanitizer that is at least 60% alcohol.)
- Face coverings or masks must be worn on campus when in the presence of others in any indoor location, even if social distancing can be maintained. When individuals are outside, social distancing is expected but masks are not required to be worn while outside, unless social distancing cannot be maintained. Students will be asked to bring their own mask or one will be given to them upon arrival.
- Dining services will follow all Maryland Health Department and CDC guidelines, including practicing safety & sanitation measures, implementing social distancing, and posting signage to mark 6-foot distances.
- Housekeeping staff are scheduled to thoroughly clean residence hall apartments before and after each McDaniel Local session. There will also be regular cleaning of the indoor locations occupied during the McDaniel Local program, especially high-touch surfaces.
- As much as possible, we will host activities outdoors and plan for small groups of students to participate in the activities together.

Please complete this document and bring it with you to your McDaniel Local session.

## McDaniel Local 2020

### COVID-19 Health Screening

Name: \_\_\_\_\_

I hereby certify that to the best of my knowledge, during the past 14 days, I have not had close contact with someone who tested positive for COVID-19 or is awaiting test results and presumed positive.

Date: \_\_\_\_\_

Student Initials: \_\_\_\_\_

I hereby certify that I have completed a symptoms review prior to my arrival on campus on the dates indicated below. I understand that if I begin to experience any of these symptoms while on campus, I will alert college staff immediately. I understand that if I experience any of these symptoms, I will be asked to return home and contact my health care provider for guidance. The Centers for Disease Control and Prevention (CDC) has identified the following symptoms to be COVID-19 related:

- Cough
- Shortness of breath or difficulty breathing (Call 911 if you experience this)
- Fever of 100.4 degrees or more
- Chills
- Repeating shaking with chills
- Running nose or new sinus congestion
- Muscle pain
- Headache
- Sore throat
- Fatigue
- New GI symptoms such as diarrhea, vomiting or stomach pain
- New loss of taste or smell

You will complete this symptoms review during each day of the session. Your initials indicate that you were not experiencing any COVID-19 related symptoms at the time of the review.

<b>DAY 1 OF McDANIEL LOCAL</b>	DATE:	STUDENT INITIALS:
<b>MORNING OF DAY 2 OF McDANIEL LOCAL</b>	DATE:	STUDENT INITIALS:

# What to Bring

**Since this is only a 2-day, 1-night program, we encourage you to travel light! We anticipate that you will only need 1 or 2 packed bags for this program.**

## **PACKING SUGGESTIONS**

- Overnight bag (casual, comfortable attire with at least 3 changes of clothes; sweatshirt/jacket; sleepwear; **comfortable shoes for walking**; old sneakers or waterproof boots for outdoor service project; flip flops/shower shoes)
- At least one outfit of clothing & shoes that you **don't mind getting dirty** – we will be participating in outdoor activities, including a service project
- Toiletries (for example - shampoo, soap, toothpaste, toothbrush, deodorant, hairbrush)
- Twin XL sheet, or sleeping bag; pillow with pillow case; towel
- Mask/cloth face covering
- Umbrella or rain jacket
- Sunscreen/bug spray
- Reusable water bottle
- Small backpack or draw string bag
- Alarm clock/phone with phone charger
- Medication you may need
- Light snacks (meals are provided)

## **FOR THE MCDANIEL LOCAL PROGRAM, RESIDENCE HALL ROOMS INCLUDE:**

- XL twin beds
- Desks & chairs
- Dressers & closets
- Microwave
- Refrigerator/freezer unit
- Central air



# Directions & Parking



**We recommend that you use the West Main Street entrance to campus, by the tennis courts:**

For GPS directions to the parking lot, please use:

**256 WEST MAIN STREET,  
WESTMINSTER MD 21157**

Students and families should park in the parking lot behind Merritt Hall, Building #9 (circle red) on the Campus Map on the next page.

There will be signs (and friendly faces) to direct you into a parking spot.

**Please stay in your vehicle until a McDaniel Local staff member approaches you with instructions for next steps.**

Students driving themselves to McDaniel Local should bring the parking permit below for display in their dashboard window during the program.



MCDANIEL COLLEGE

## TEMPORARY PARKING PERMIT

STATUS: Visitor

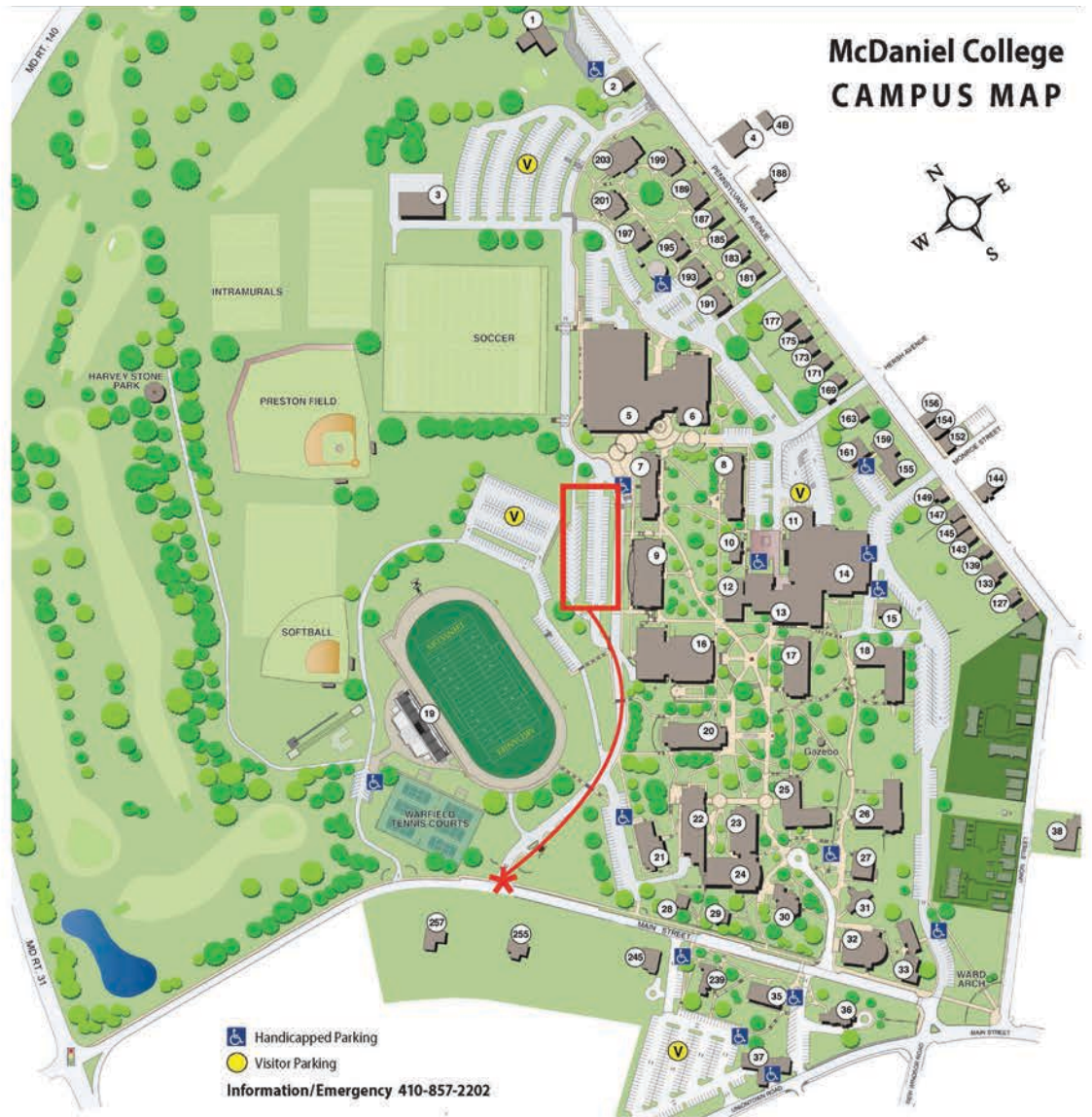
From: McDaniel Local

To: McDaniel Local

**Visiting: Campus Life – McDaniel Local Student Participant**

By displaying this permit, I agree I will abide by all parking rules; that all rules remain in effect; and understand that this permit does not authorize parking privileges that have been otherwise revoked.

# Campus Map



## BUILDINGS

Albert Norman Ward Hall (ANW).....	7
Art Studio.....	37
Baker Chapel (Little Baker).....	31
Baker Memorial Chapel (Big Baker).....	20
Blanche Ward Hall.....	26
Campus Safety.....	152
Carroll Hall (Admissions).....	36
Daniel MacLea Hall (DMC).....	8
Dean's Cottage (Common Ground on the Hill).....	28
Decker College Center.....	13
Eaton Hall.....	22
Elderdice Hall.....	12
Englar Dining Hall/Harlow Pool.....	14
Forlines House.....	10
Gill Center/Merritt Fitness/ Klitzberg Pavilion.....	5
Gill Gymnasium.....	6
Kenneth R. Gill Stadium/Rembert Field.....	19
Golf Shop.....	1
Grounds Maintenance.....	3
Harrison House.....	34
Hill Hall.....	17
Hoover Library.....	16
Levine Hall.....	33
Lewis Recitation Hall.....	23
Lewis Hall of Science/ Decker Auditorium.....	24
McDaniel Hall/McDaniel Lounge.....	25
McDaniel House.....	29

Merritt Hall.....	9
Peterson Hall/Rice Gallery.....	27
President's House.....	30
Physical Plant/Central Receiving.....	4
Rembert House/Gill Suite.....	2
Rouzer Hall.....	11
Smith House.....	15
Steam Plant.....	38
Theatre Scene Shop.....	48
Thompson Hall.....	35
Whiteford Hall.....	18
Winslow Hall.....	21
WMC Alumni Hall (Theatre).....	32

## RESIDENCES

PA Avenue Housing.....	123-188
Garden Apt.....	155
Garden Apt.....	159
Garden Apt.....	161
North Village • Emma's Place.....	183
North Village.....	189
North Village • Stackhouse Hall.....	191
North Village • Marshall Hall.....	193
North Village • Hart Hall.....	195
North Village.....	197
North Village.....	199
North Village.....	201
North Village.....	203
West Main St. • Harrison House.....	239
West Main St.....	257

## ADMINISTRATIVE OFFICES

Academic & Campus Life.....	13
Administration & Finance.....	35
Admissions (Undergraduate).....	36
Admissions (Graduate).....	36
Alumni Relations.....	12
Bursar's Office.....	12
Campus Safety.....	152
Center for Experience & Opportunity.....	11
College Bookstore.....	13
Communications & Marketing.....	21
Conference & Auxiliary Services.....	15
Diversity and Inclusion.....	14
Financial Aid.....	12
First Stop Office.....	16
Hoover Library.....	16
Human Resources.....	35
Information Technology/Help Desk.....	16
Intercollegiate Athletics.....	6
International Programs.....	11
Institutional Advancement.....	12
Instructional Technology.....	9
Physical Plant - 192 PA Ave.....	4
Post Office.....	13
President's Office.....	13
Registrar.....	12
Residence Life.....	13
Risk Management.....	35
Student Academic Support Services.....	9
Student Engagement.....	14
Wellness Center.....	21

## ACADEMIC OFFICES

Art & Art History.....	27
Biology.....	22
Center for the Study of Aging.....	9
Chemistry.....	22
Communication & Cinema.....	23
Economics & Business Administration.....	23
Education.....	9
English.....	17
Environmental Studies.....	23
Graduate & Professional Studies.....	9
History.....	17
Kinesiology.....	5
Mathematics & Computer Science.....	24
Music.....	33
Philosophy.....	20
Physics.....	24
Political Science.....	17
Psychology.....	9
Religious Studies.....	20
ROTC/Military Science.....	21
Social Work.....	17
Sociology.....	23
Theatre Arts.....	32
World Languages, Literatures, & Cultures... 20	

# Schedule



## McDaniel Local 2020 Schedule

\*Subject to Change

### Day 1

- 8:15 AM–10:00 AM** **Check In**  
*(Your specific check in time will be emailed to your McDaniel email account)*
- 10:30 AM** **Team Building**
- 12:45 PM** **Lunch & Break Time**
- 2:30 PM** **Academic Time**  
*(Placement exams, Advising)*
- 4:30 PM** **Clean Up & Break Time Before Dinner**
- 5:30 PM** **Dinner from Downtown Westminster Restaurant**
- 8:00 PM** **Game Night & Other Social Events**  
*(Rec Lounge & Outside)*
- 10:30 PM** **Back to Residence Hall**

### Day 2

- 8:00 AM** **Breakfast**
- 9:00 AM** **Service Project in Downtown Westminster**
- 11:00 AM** **Clean Up & Break Time**
- 12:00 PM** **Lunch**
- 1:00 PM** **Course Advising & Fall Registration**
- 1:00 PM** **Breakout Sessions**  
*(When you are not in your advising session):  
Pick Up your McDaniel 1card, Finding Jobs on Campus, Realities of College Life, Insider Campus Tour & more*
- 4:30 PM** **Program Closing**
- 5:00–5:30 PM** **Check Out**



# Policies & Expectations



**Students found in violation of this code of conduct may be subject to disciplinary action during McDaniel Local or during the Fall 2020 semester.**

## **HEALTH & SAFETY**

- Students are expected to follow written and verbal directions to maintain 6-foot social distancing.
- Students will wear masks/cloth face coverings when indoors.

## **RESIDENCE HALL**

- Students are expected to follow the McDaniel College Code of Student Conduct and the McDaniel College Policies during their participation in McDaniel Local.
- Students will be given a key to the residence halls/their room and are responsible for its safekeeping during the program and its return upon completion of the program. Students will be charged accordingly for lost/unreturned keys.
- Smoking of any kind is not permitted in any campus housing location and within 15 feet of any building.
- Alcohol and illegal substances are strictly prohibited during McDaniel Local.
- Students are not permitted to decorate their room during McDaniel Local.
- Students will be held responsible for any damage incurred to the residence halls during the program.
- During McDaniel Local, the hours of midnight thru 7:00am are considered “quiet hours” wherein the residence hall environment should be quiet, free from noise, and conducive to sleep.
- With the exception of the timeframes for moving in and out of the residence halls, outside guests are not permitted in the residence halls.

## **ADDITIONAL EXPECTATIONS**

- We encourage you to keep your drawstring bag/water bottle with you throughout the session.
- There will be break times throughout each day for you to rest, check your phones, etc. so please refrain from calling/texting during our activities.



## Off-Campus Activity Waiver

Credit and Non-Credit Program/Activities

I, \_\_\_\_\_ **(student name)** desire to participate in a McDaniel College sponsored field trip and/or special event (identified below) as a part of a comprehensive and diverse learning environment. I acknowledge and understand that field trip/event participants and leaders are expected to conduct themselves in a professional and positive manner as representatives of McDaniel College and I will abide by all the rules, regulations, procedures, and protocols of the College including, but not limited to, the Code of Conduct found in the Student Handbook. I acknowledge and understand that failure to follow operating guidelines, instructor/staff directives, the Code of Conduct, or any other rules, regulations, procedures or protocols of the College may result in disciplinary or other action. I understand that the College prohibits participation of individuals listed on any State Services Sex Offender registry and/or MD Department of Public Safety & Correctional Services Sex Offender registry and I certify and affirm that I am not listed on any such registry.

### I. TRAVEL:

<b>Sponsoring Dept. &amp; Advisor traveling with group</b>	Campus Life	<b>Date(s) of Travel</b>	<b>(Circle date of attendance)</b>  <b>Session 1.</b> July 9-10 <b>Session 6.</b> July 27-28 <b>Session 2.</b> July 13-14 <b>Session 7.</b> July 30-31 <b>Session 3.</b> July 16-17 <b>Session 8.</b> August 3-4 <b>Session 4.</b> July 20-21 <b>Session 5.</b> July 23-24
<b>Name of Field Trip, Function and/or Course:</b>	McDaniel Local	<b>Destination (City &amp; State)</b>	Westminster, MD
<b>Special Activities/Risks*:</b> *This must be completed before signatures  List any risks specific to this trip- i.e.: air travel, vehicle travel, foot travel, certain physical or outdoor activities, equipment, special environments or exposures, chemical or biological exposures, etc.	Outdoor team building activities; walking around campus & downtown; vehicle travel; outdoor service project; cooking demonstration involving kitchen utensils		

### II. LIABILITY WAIVER / RISK ACKNOWLEDGEMENT:

I understand that participation in a field trip or special event could involve risk of physical injury, illness, death, or property loss, and despite safety precautions, the College cannot guarantee safety thereof, as all risks cannot be prevented. I understand that the College does not provide health and accident insurance for field trip or special event participants, and I acknowledge that any medical expenses, property loss, or other personal expenditures that result during or from this travel/trip are to be borne by the student/participant, or by their parent or guardian (if student/participant is a minor). Depending on the destination, the College may require trip travel insurance, which would be obtained by the College through an insurer with the cost being included in the cost of the trip. The traveler will be advised if this insurance is required. I also hereby consent and give authorization to trip leaders to secure any emergency medical treatment in the event I am unable to, and I agree to be responsible for the costs thereof.

I further acknowledge that if I drive my own vehicle, or am a passenger in another's private vehicle in connection with this trip/special event, that McDaniel College's insurance does not cover any occurrence resulting from my travel in a private vehicle. I also understand that the College cannot be responsible for assuring the safety and reliability of such private transportation or driver for any non-sponsored activities and travel that I choose to participate in before, during, or after the College sponsored function, and I therefore accept the risks and responsibilities associated with such private vehicle travel.

**III. ASSUMPTION OF RISK AND RELEASE OF CLAIMS:**

Knowing the risks, dangers and hazards associated with this field trip/special event some of which are listed above, and in consideration of being permitted to participate in the field trip/special event, I agree, individually, and on behalf of my heirs, successors, assigns and personal representatives, to assume all the risks, dangers, hazards, and responsibilities surrounding my participation. To the maximum extent permitted by law, I individually, and on behalf of my heirs, successors, assigns and personal representatives, hereby release and forever discharge McDaniel College, and its Board of Trustees, officers, employees, agents, directors, volunteers, successors, and representatives (in their official and individual capacities) from any and all liability, including any liability which arise as a result of negligence on the part of the College, for any and all damages, losses or injuries (including death) I sustain to my person or property or both, including but not limited to any claims, demands, actions, causes of action, judgments, damages, expenses and costs, including attorneys fees, which arise out of, result from, occur during or are connected in any manner with participation in the field trip/special event, any related or independent travel, any activities irrespective of whether they are sponsored, supervised or controlled by the College and including anything which may arise as a result of negligence on the part of the College, its Board of Trustees, officers, employees, agents, directors, volunteers, successors, and representatives (in their official and individual capacities).

**IV. INDEMNIFICATION AND HOLD HARMLESS:**

I, individually, and on behalf of my heirs, successors, assigns and personal representatives, hereby agree to indemnify, defend and hold harmless the College and its Board of Trustees, officers, employees, agents, directors, volunteers, successors, and representatives (in their official and individual capacities) from any and all liability, loss, damage or expense, including attorneys fees, that may result from any negligent or intentional act or omission, which arise out of, occur during, or are in any way connected with my participation in the field trip/special event, any related or independent travel, any College activities irrespective of whether they are sponsored, supervised, or controlled by the College.

I agree that this Waiver, Release and Indemnification is to be construed and governed under the laws of the State of Maryland, U.S.A.; and that if any portion hereof is held invalid, the balance hereof shall, notwithstanding, continue in full legal force and effect. In signing this document I hereby acknowledge that I have read this entire document, that I understand its terms, that by signing it I am giving up substantially legal rights I might otherwise have, and that I have signed it knowingly and voluntarily.

MY SIGNATURE INDICATES THAT I HAVE READ AND UNDERSTOOD THIS AGREEMENT AND THAT I AGREE TO EVERYTHING STATED IN IT. FURTHER, NO REPRESENTATIONS, STATEMENTS OR INDUCEMENTS, ORAL OR WRITTEN, APART FROM THE FOREGOING WRITTEN STATEMENT, HAVE BEEN MADE. MY SIGNATURE ALSO INDICATES THAT I AM AWARE OF ANY SPECIAL RISKS, DANGERS, AND HAZARDS INVOLVED IN THE FIELD TRIP/SPECIAL EVENT.

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**Please complete the following section:**

\_\_\_\_\_  
Signature of Student/Participant                      Date

\_\_\_\_\_  
Signature of Parent/Guardian                      Date  
*(if student/participant is under 18)*

\_\_\_\_\_  
Print Student/Participant Name                      Date

\_\_\_\_\_  
Print Parent/Guardian Name                      Date

Student Phone Number: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**\*Please bring this completed form with you when you arrive for your McDaniel Local session.**