



1.0.014 Facial Covering

Subject	Facial coverings and masks
Effective Date	July 6, 2020
Revision Date	September 2, 2020
Approvals	Pandemic Response Team / Raider Return Task Force
Responsible Office	Academics
Creator(s)	Pandemic Response Team / Raider Return Task Force

I. **PURPOSE and SCOPE**

This policy outlines requirements for wearing a facial covering on campus during a pandemic situation. A facial covering is defined as a piece of cloth or other material that is worn to cover the nose and mouth completely. A facial covering includes, but is not limited to, a bandana, a cloth face mask, a disposable or paper mask, a neck gaiter, or a religious face covering. A facial covering does not include face shields, mesh masks, masks with holes or openings, or masks with vents.

II. **POLICY STATEMENT**

Effective July 6, 2020 and until further notice, Milwaukee School of Engineering will enforce a policy mandating that all students, faculty, staff, contractors and campus visitors wear a facial covering (1) when they are inside university buildings and vehicles, and (2) when they are outdoors on campus and social distancing of at least six feet is not possible.

According to the [Centers for Disease Controls and Prevention \(CDC\)](#), the use of facial coverings has been proven to help slow the spread of COVID-19. The virus mainly spreads from person to person through respiratory droplets produced when an infected person coughs, sneezes or talks. Studies and evidence on infection control report that these droplets travel around 6 feet. Facial coverings significantly reduce the distance of travel.

Facial coverings may only be removed when an individual is alone in a room, more than six feet from other people when outside, or participating in activities in which facial coverings cannot practically be worn, such as eating or drinking.

On-campus Housing

Facial coverings are required in common areas of the residence halls and the Grohmann Tower. Students are not required to wear facial coverings in their dorm rooms or apartments, but are strongly encouraged to do so when others are present, unless they are participating in activities in which a facial coverings cannot practically be worn, such as eating, drinking, bathing or sleeping. Guests in on-campus housing facilities are expected to wear facial coverings. Each guest should be advised to bring their own facial covering.

Accommodations for Medical Conditions

Students who are unable to wear a facial covering due to medical reasons should be referred to Student Accessibility Services to request an accommodation. Employees and contractors who are unable to wear a facial covering due to medical reasons should contact Human Resources to request an accommodation.

Non-compliance

It is a condition of employment at MSOE that facial coverings must be worn in accordance with this policy. Employees who do not adhere to this policy will face disciplinary action. Any student or campus visitor who does not abide by this policy will be asked to leave the premises.

Facial Covering Dos and Don'ts

Facial coverings are only effective for protection if they are handled, worn, stored and disposed of properly. Wearing one does not negate the need for maintaining appropriate social distance, hand and cough/sneeze hygiene and avoiding touching one's face.

- **Do wear the facial covering over your mouth and nose** even while talking.
- **Do practice proper hand hygiene.** Before and after handling the facial covering (to put on, adjust, or take off), either wash your hands or use hand sanitizer to reduce cross-contamination risk. The outside of the facial covering should always be considered dirty.
- **Do mark the outside of the facial covering** in some way so you can easily identify which side is the outside of the mask and handle it accordingly.
- **Do store the facial covering in a clean place** such as a paper bag or Ziploc-style baggie.
- **Don't touch the outside of the facial covering while it is on your face.**
- **Don't pull your facial covering below your chin while you are wearing it.** Leaving the facial covering dangling or improperly fitted to your face creates opportunities for cross-contamination.
- **Do wash the facial covering regularly.** The CDC offers recommendations on [how to properly wash them](#).
- **Don't wear a facial covering that is meant for a health care worker** (e.g., surgical masks or respirators).
- **Don't wear a face shield in lieu of a facial covering** since face shields are primarily used for eye protection and there is not enough evidence to support the effectiveness of face shields for source control.
- **Don't wear a facial covering with exhalation valves or vents.**

III. EXCEPTIONS

N/A

IV. ASSOCIATED LEGISLATION/REGULATIONS/ACCREDITATION STANDARD

N/A

V. LIFECYCLE

Annually or as triggered by pandemic situation

VI. APPENDICES

This section to be completed by the Records Manager		
Related Policies		
Date Due for Review	July 2021	
Public Location(s)	MSOE Policy Library	
Record Manager	Dr. Melodie Fox, Coordinator of Academic Documents & Publications	
University Archivist	Denise Gergetz, Librarian	
Version History		
Date approved	Amendment Summary	Date(s) cross locations updated and past version provided to University Archivist
September 2, 2020: Pandemic Response Team / Raider Return Task Force	Removed Kern Center provision; provided more detailed specifications for masks and mask wearing	August 2, 2020
July 9, 2020: Pandemic Response Team / Raider Return Task Force	Added provision for Kern Center	July 9, 2020
July 2, 2020: Pandemic Response Team / Raider Return Task Force	Initial approval	n/a