



March 6, 2020

Dear Parents of our Model United Nations Far West Conference Students:

As you likely know, your son or daughter is scheduled to attend and participate in the Model United Nations of the Far West Conference scheduled to begin on April 17, 2020 this semester accompanying Professor Marc O'Reilly to San Francisco, CA. As communicated to the students and faculty earlier this week, we wanted to take this opportunity to communicate to you as well that we continue to support the scheduled travel plans. This decision was made after careful review of the advice and directives coming from the CDC concerning the COVID-19 (coronavirus), the Ohio Department of Health, and the federal government, as well as review of the information shared with us from those organizing the conference (see attached). Health officials advise that there is no cause for concern when traveling domestically; however, we are advising all students, faculty, and staff to follow the arts from the CDC and the U.S. Department of State (DOS). With the situation always changing, it is important for us to continue to monitor the recommendations and make decisions as needed.

We do want to remind you of a few logistics concerning the upcoming conference and responsibilities entailed. As is true for all of our student learning trips, all of those who are traveling signed a release of liability document that releases the university from all responsibility and liability connected to participation for this travel event (see attached). In addition, the plane tickets for all those traveling to San Francisco will be purchased early next week in your son's or daughter's name, for which you assume all financial responsibility. Therefore, if your son or daughter chooses to not attend, to avoid the cost of the flight, we need to know of that decision by Monday, March 9th. Should that decision be made to not attend, please be assured that no academic penalty will result.

As is true throughout the academic year, we place the health of our students and faculty as a top priority here at Heidelberg. That priority was forefront as we reviewed the current situation. We welcome any questions. Should you wish to discuss this, please contact Professor Marc O'Reilly (moreilly@heidelberg.edu; 419-448-2208) or me (bschwartz@heidelberg.edu; 419-448-2202) with any questions.

Sincerely,

Beth M. Schwartz, Ph.D.
Vice President for Academic Affairs and Provost
Professor of Psychology
Heidelberg University

Dear MUNFW Delegates and Faculty,

We hope that your respective semesters are going well. As the upcoming Seventieth Anniversary conference of Model United Nations of the Far West approaches, we are writing to provide you with news and updates regarding COVID-19 and its effects on the annual session. After assessing the San Francisco Department of Public Health's facts page regarding COVID-19, as well as statements recently issued by San Francisco Mayor London Breed, we have determined that MUNFW will proceed as planned on April 17th, 2020. The San Francisco Department of Public Health has announced that no cases of COVID-19 have been identified in San Francisco residents, and the Centers for Disease Control and Prevention (CDC) has stated that at this time, "most people in the United States will have little immediate risk of exposure to this virus. This virus is NOT currently spreading widely in the United States."

Regarding the conference site specifically, the Hyatt Regency SFO is taking measures to ensure the safety and security of all guests, including "select screening measures with guests upon arrival and additional cleaning measures in public areas, restaurants, meeting spaces, guestrooms, spa, and fitness centers."

In an effort to provide students and advisors with as much information as possible, we have included a list of personal measures that should be followed during conference to ensure the safety of all attendees:

- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Always wash hands with soap and water if your hands are visibly dirty.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household-grade cleaning product.

As always, there will be hand sanitizer stations located throughout the hotel and on the conference room floors. While it is important that we remain aware of the situation as it unfolds, MUNFW, Inc. and our Host School, Whittier College, are looking forward to a fun and academically rich conference next month. As always, we look forward to seeing you all there!

Best wishes,
Model United Nations of the Far West, Inc.
Board of Directors and Office of the Executive Director