



MONTREAL DIO

MONTREAL DIOCESAN THEOLOGICAL COLLEGE 1873

3475 University, Montreal, Quebec H3A 2A8 | +1 514-849-3004
montrealdio.ca | info@montrealdio.ca |  montrealdio

Special Arrangements for Fall 2020

Contents

Introduction	2
General Principles	2
Building Use	2
Chapel	5
Community Worship	6
Expectations for students	6
Mechanics of Worship	7
Chapel Review	7
Community Life	7
Communications	8
Key dates for Fall 2020	8
Other Details	9

Introduction

The fall 2020 semester will be like none that any of us have ever experienced. A viral pandemic continues to upend the world and forces all of us to change the way we live, work, and study. In this document, we outline how we anticipate the college operating in the fall 2020 semester. It is meant to be read in conjunction with the college student handbook. As always, please do not hesitate to ask questions if any of this is unclear.

General Principles

In preparing for the fall semester, college staff kept the following principles in mind:

- The college's priority is to maintain the health, safety, and well being of the members of the college community, including students, faculty, and staff while also fulfilling our educational mission.
- In the fall semester 2020, there will not be any requirements for students that will require them to be physically present in the college building. This is true regardless of your program.
- Common prayer and a common life are vital to our educational mission and we want to preserve these in whatever fashion possible.
- If permitted by public health guidance, gathering in person is beneficial and to be valued. However, students should be free to make their own decisions regarding their health, safety, and well-being. If any in-person events are held, these events will be optional. Students are free to make their own decisions about whether to attend without fear of any repercussion or negative evaluation. All invitations to events this semester are declinable.

Building Use

Although students are not required to be physically present at the college, we anticipate that beginning on September 2 the college building will be open so that students may access resources in the college.

All who access the building are expected to be familiar with public health directives from the governments of Quebec and Canada. Additionally, as the college building is owned by McGill University, information about McGill's directives on reducing viral

transmission will be publicly posted in the college. These directives are available here: <https://www.mcgill.ca/coronavirus/resources/directives-preventing-spread-covid-19-campus>.

The following practices will be in place:

- **Symptoms:** Individuals who have tested positive for covid-19 and are still considered contagious have been asked to quarantine or been informed they have been in contact with someone who has tested positive; or have cough, fever, or other symptoms should be in self-isolation and may not enter the college.
- **Sign-in registry:** All who enter the building will be expected to sign in and sign out to indicate when they were present in the building. The registry will include name, time in and time out, and phone number. These records will be destroyed after two weeks.
- **Distancing:** Within the college, all people are expected to maintain a 2-meter physical distance from one another in the college. Exceptions are made for family members or those who are practicing physical distancing together.
- **Masks:** The government of Quebec requires masks or face coverings in enclosed spaces. If you are planning to come to the college, please bring a mask, and wear it correctly when inside the college. If you forget a mask, the college will have some on hand which may be had after making a \$1 donation. In general, we understand that masks should be worn in common areas in the college, outside of offices, and when speaking to another person inside the college.
- **Cleaning:** The bathrooms and kitchen in the college are cleaned and disinfected twice per week. The college will supply disinfecting wipes and spray in college bathrooms, in the kitchen, and near the public computers. Please wipe down all surfaces with which you come in contact (e.g. microwave, toilet, keyboard) before and after use.
- **Room Use:** Each of the rooms in the basement of the college (kitchen, computer room, library) can accommodate one person for an extended period of time. Brief trips in and out to get books or use kitchen are permitted. The large room on the

main floor can accommodate two people working on opposite sides of the room simultaneously.

- **Food:** It is recommended that people who bring food to the college refrain from using the common refrigerator and microwave. For those who are unable to do so, disinfecting material will be provided to wipe down handles before and after use. It is strongly preferred that people bring their own cutlery and dishes and that we refrain from using the dishwasher as much as possible. It is recommended that people in the college bring their own coffee or hot beverage. If the coffee machine is to be used, it must be wiped down before and after use.
- **Books:** Books that are only used in the college—provided the user disinfects hands before use and practices good hygiene throughout use—can be reshelved after use. In general, we will discourage students from removing books from the college during the semester. Those that are removed will need to be quarantined for 48 hours upon return. We will remove magazines, newspapers, and other non-essential items from common areas.
- **Access:** As in past years, all students will have access to the college building through their McGill ID card or, for In Ministry Year students, through a special white card that will be issued at the beginning of the year. New students should alert Beth Reed (bethreed@montrealdio.ca) as soon as they have their McGill ID to arrange for building access. IMY students should contact Beth to arrange to pick up a white access card.

Our expectation is that the college will be primarily accessed in this time by students and staff. Should other visitors make physical distancing in the college problematic, we will re-evaluate our policy on access.

- **Following a positive test:** College students who test positive for Covid-19 are strongly encouraged to self-report to the principal. This information will be kept safely and confidentially: any personal information will not be disclosed unless as required by law or with the student's express consent. (College students who are also McGill students are to report their positive test to McGill on the self-reporting form for students on Minerva.) The purpose of this self-reporting is to

ensure that public health authorities are notified so that contact tracing may take place.

- **Staff:** During the fall semester, we anticipate that college staff will be working in the college part of the time and working from home part of the time. Please be patient with us as we figure out new work schedules and habits.

Chapel

We do not anticipate corporate worship in St. Luke's chapel in the fall 2020 semester. It is unclear at this time if the chapel will be able to be open for personal, private prayer.

To begin the semester, all worship will be online. We have adapted our usual worship schedule as follows:

Monday: Evening Prayer, 4:30pm

Tuesday: Morning Prayer, 8am
Compline, 8pm

Wednesday: Community Worship, 11:40am
Evening Prayer, 4:30pm

Thursday: Morning Prayer, 8am

Friday: Tutor Group Breakfast and Gospel-based discipleship, 8am to 9am

All services will be conducted on Zoom. We are using Zoom because we think it is important, so far as possible, that we be able to have a sense of praying with other people that Facebook Live or YouTube cannot provide. However, we also understand the reality of "Zoom fatigue" and that the pressure to look good on camera can be significant. The following expectations will guide our worship time together on Zoom.

- If you are the officiant or clerk, please turn your camera and microphone on. Everyone else is invited to turn their camera and microphone on but it is fine to join worship with either camera or microphone (or both) off.
- In so far as possible, we will avoid commenting on a person's physical appearance, background/location, or choice of food.

Community Worship

The mid-day Wednesday and Friday morning gatherings are particularly important times for our community. They are an opportunity to connect with one another informally, welcome visitors, make announcements, share news, and celebrate the Eucharist. With the exception of the last of these, we want to maintain as much of this as is possible.

On Wednesdays, we envision that the worship time will be a service of the word with a sermon. We will maintain the practice of having announcements and we invite people to linger afterwards with their lunch. We plan to continue to incorporate preachers from outside our community.

Friday mornings will look different than past years. Each student will be assigned to a tutor group. For the duration of our time in this format, Hilary Bogert-Winkler and Jesse Zink will each meet with a group on Friday mornings. Group membership will remain constant over the semester. Group members are strongly encouraged to bring breakfast to these gatherings. The time together will include checking in, informal conversation, Gospel-based discipleship, and prayer.

Expectations for students

In the past, the expectations for students have been as follows: that students preparing for ministry have a life of prayer; that this life of prayer is in some measure individual, corporate, and Eucharistic; that this life of prayer be centred in some measure on St. Luke's Chapel; and that the college understands the challenges of adapting a pattern of prayer bequeathed to us by a group of celibate men who lived over their chapel to the nature of modern life. For the fall 2020 semester, these expectations will remain similar with the understanding that our common worship life will not involve the Eucharist or St. Luke's Chapel. We anticipate that some number of the Daily Office services will be part of each student's life of prayer during the week. As community is particularly important in this unusual time, we ask that students prioritize attendance at the Wednesday mid-day community worship and the Friday morning time. We also understand the unique scheduling challenges imposed by the pandemic. If these expectations are burdensome, please speak with a member of the college faculty.

Mechanics of Worship

We will offer an introduction to leading worship early in the semester. But these are the general principles that will guide our worship.

- Each service will have an officiant (student or faculty) and clerk (student or faculty) as designated respondent. The rota will reflect this.
- A member of the college staff will be present in each service to open the meeting and pass the host off to the officiant.
- The link for the services will be stable and unchanging and included in the Wingèd Ox each week.
- For the Daily Office, we will use the rites from *The Book of Alternative Services* (BAS) for Morning and Evening Prayer. There will be a set of slides for the officiant to use that includes all the stable bits of the service but not the psalm, the readings, or the collects. Students can also follow along in their own BAS if they choose. If you do not have a BAS but would like one, please let us know and we can send you one. The BAS is also available online: <https://www.anglican.ca/wp-content/uploads/BAS.pdf>.

Chapel Review

Around Thanksgiving, there will be a process of review of this worship schedule in light of public health guidelines and how it is working for the community. At that time, it is possible to envision the addition or subtraction of services, change in the worship medium, and other changes as are raised.

Community Life

The college's life together is an important part of our educational mission. Current public health guidance in Montreal permits in-person gatherings subject to certain restrictions. Again, there are no requirements in the fall 2020 semester that require students to be physically present in the college building or even in Montreal. We also anticipate that some students will not be able to be physically present in Montreal at all during the course of the semester.

We want to honour the importance of embodied gathering, both for our worship life and our community life. We also want to honour the idea that all college events should be equally open to all people. One general criterion for deciding whether to hold an in-person gathering—particularly an in-person worship service—in the fall semester is whether it is possible to have a genuine quality option for remote participation.

Should any in-person events happen, attendance at these events **is not required**. It is each person's decision (and only their decision) whether to attend. We understand that the factors that influence that decision will be unique for each person and that no member of the community will ever be required to disclose their decision-making process or account for their decision. Presence or absence at any in-person event will not be part of the evaluation of a student. All in-person events are declinable invitations, and no person will ever be asked to account for their decision to decline.

Communications

In addition to the Wingèd Ox, this semester we are launching an online Moodle site for college students. On the Moodle site we will post necessary documents for the semester, such as PowerPoints for leading Morning and Evening Prayer. Please make a note of your log-in information.

Key dates for Fall 2020

Please save the date of Wednesday, September 2. This is the first day of classes at McGill as well as the first day of IMY orientation.

It will also be the first day of our college worship schedule including the first Wednesday community service from 11:40am to about 1pm.

Also on September 2 we will have a welcoming gathering online from 2:30pm to 4pm to provide an overview of the semester, introduce each other, and welcome all to the college.

Our first Friday morning tutor group meeting of the year is September 4 at 8am.

A mandatory orientation to the Bachelor of Theology program will be held on Friday, September 4 at 11:30am. Please make plans to attend.

Other Details

To aid our internal college communication this semester, we have launched a college-specific Moodle page. All students should have received log-in information. The page can be accessed here: <https://www.presbyteriancollege.ca/onlinecourses/login/index.php>.

Please ensure your log-in information works. If not, please contact Beth Reed (bethreed@montrealdio.ca) as soon as possible.

We welcome suggestions from students about creative ideas for maintaining our community life in this semester ahead. We will need to make a decision about what officers of the **College Council** are necessary. We will also have to judge what, if anything, the **Advent Service and Party** will look like.

The keys to a successful semester are always clear communication and trust. This semester that will be more true than ever. If you ever have any questions, comments, or concerns, please do not hesitate to raise them!