

Criteria for Reengagement of Research and Creative Activities

Updated: August 18, 2021

As Research and Creative Activities (R&CA) are fundamental to our mission, this document provides the criteria for phasing-in the reengagement of R&CA, in facilities, on-campus (such as labs, studios, project work spaces, etc.) and for research field work, in accordance to Governor Pritzker's *Restore Illinois* plan and the University's plan for phasing in general operations. The priority is to protect the health and safety of our faculty, staff, students, and research subjects. Common sense measures, such as thorough hand washing and staying home when feeling ill, are expected.

R&CA Under Phase 5 of the Restore Illinois Plan

Use of On-Campus Shared Facilities

- In order to facilitate social distancing, the number of individuals in a shared space at one time must be guided as follows:
 - For spaces where activities occur in a static area, where individuals can expect to complete their work without moving frequently about the environment, the number of individuals must not exceed one per 30 square feet (the approximate area of a circle with a radius of 3 feet).
 - For spaces where individuals will need to move from area to area within the work space to complete their work, such as moving from instrument to instrument or instrument to fume hood placed within the space, and
 - For spaces where an individual's activity requires dynamic movement about the environment (moving to different locations frequently in the work space),
 - the number of individuals must not exceed one per 100 square feet (the approximate area of a circle with a radius of 6 feet).
- Spaces should be re-arranged to provide social distancing if needed (as long as life-safety codes are not compromised)
- [Face masks should follow the University's Guidance for instructional spaces.](#)
- A schedule of individuals working in the space must be established
- Each space must establish a sign-in/sign-out sheet that is retained in the facility
- Each individual scheduled to enter the space must conduct a daily self-screening as described below.

Screening Aid

Have you had any of the following symptoms since the last time you were on campus?

- A subjective fever (feeling feverish) or documented fever (>100 °F)
- A new or worsening cough
- Shortness of breath or difficulty breathing
- Sore throat
- Unexplained muscle aches
- Chills or repeated shaking with chills
- Any gastrointestinal symptoms (i.e., diarrhea, vomiting, etc.)
- New loss of taste or smell

Have you been in close contact with anyone has been diagnosed with COVID-19?

If you answer "Yes" to **any** of the screening questions, you must notify your supervisor and begin self-quarantine. [See "Quarantine" under the University's Mitigation Framework.](#)

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Safety Protocols

- Shared workspaces and surfaces must be sanitized frequently
 - Minimize shared equipment and workspace as much as possible
 - A schedule for sanitizing shared spaces and surfaces must be established and individuals assigned to perform the sanitation
- For research involving human subjects, participants, including visitors to campus, must adhere to the [University's face mask requirements](#). If the research requires close contact with the subjects, this must be clearly noted in the written plan (see below). Participants need to be pre-screened prior to participation
- If at any time after utilizing University facilities you fall ill, notify your Dean's or Director's Office

Approval Process

Before engaging in R&CA in University facilities, a written plan that meets the above criteria must be approved by your Dean.

The plan requires the following information.

- The location(s) of work to be undertaken
- Schedule of individuals working in the space or location
- Schedule and assignment of sanitizing shared workspaces and surfaces
- Acknowledgment that all individuals using the space are made aware of the safety protocols listed above
- Any modifications to the above protocols that are deemed necessary for special circumstances (e.g., close contact with research participants).
- If you do not know the square foot area of your work space, please contact your Associate Dean or the Campus Architect.

IMPORTANT: any violation of an approved plan or University safety protocols could lead to suspension of access to the facilities

Travel to Conduct R&CA

[Refer to the University Travel Guidelines under COVID-19 Safety Guidelines & Support](#)