

## Reengagement of Research and Creative Activities Under Phase 3 of the Restore Illinois Plan

Updated: 6/5/2020

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 shared space facilities on-campus 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 3 of the Restore Illinois Plan

All R&CA activities that can be effectively performed remotely must do so.

#### Use of On-Campus Shared Facilities

- In order to facilitate social distancing, the number of individuals in a shared space at one time must not exceed one individual per 200 square feet (the approximate area of a circle with a radius of 8 feet) and never more than 10.
- 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.
  - Anyone who is experiencing symptoms must remain off campus.

#### 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 a 14-day self-quarantine.

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### Safety Protocols

- Social distancing must be maintained as much as possible
  - Spaces should be re-arranged to provide social distancing if needed (as long as life-safety codes are not compromised)
- Per the University's [Operations Plans](#), "employees and campus guests are required to wear face masks that cover nose and mouth at all locations, including offices and laboratories or any place where multiple people are present and social distancing is not possible."
- 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
- If at any time after utilizing University facilities you fall ill, notify your Dean's or Director's Office
- Human Subject Research: separate guidance will be issued to conduct HSR

### 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 safety protocols that are deemed necessary for special circumstances (e.g., close contact with research participants).

**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

University-related travel to conduct R&CA must meet the following criteria:

- Must be approved by your Dean and the Provost
- Ensure social distancing and sanitizing protocols are followed
- Wearing PPE where required by destination of travel
- No travel to international destinations defined by the CDC as Level-3 COVID-19 transmission zones or listed by the US Department of State on a Level 4 Health Advisory
- Any travel by air must be followed by a 14-day self-quarantine upon return and before returning to campus