



UIS – United in Safety: Return to the Prairie Fall 2020

Faculty/Staff Highlights

All decisions for Fall 2020 are designed to deliver on the promise of UIS' academic mission consistent with available safety guidelines. UIS has included governing bodies in Fall 2020 planning and will continue to collaborate with shared governance groups.

Mandatory On-Campus Community Expectations

- Wear a face covering that covers the nose and mouth when a 6-foot physical distance cannot be maintained. This includes in classrooms, common areas, and outdoors when distancing is not possible.
- Follow the advice of public health and medical professionals for good personal hygiene, such as frequent hand washing.
- Remain home if exhibiting symptoms of COVID-19 and consult your primary medical provider for guidance on testing.
- Participate in weekly, free COVID-19 saliva testing provided on campus if working on campus.

Health and Wellness

- All employees working on-site will be provided with two washable and reusable cloth facemasks. Employees will be provided access to personal-protective equipment (PPE) as required.
- All staff working on the UIS campus must participate in weekly COVID-19 saliva testing. Testing is for non-symptomatic individuals with a UIN who do not have a known exposure to COVID-19. More information on testing: uis.edu/covid-19/testing
- An employee who tests positive SHOULD:
 1. Adhere to quarantine directives: stay home, do not report to work, do not report to testing
 2. Notify their supervisor that they are unable to work, have an excused absence and tell the supervisor to contact HR with questions
 3. Contact HR to discuss leave options and clearance criteria to return to work
 4. Cooperate with contact tracing efforts, whether done by the UIS Testing Team or Public Health
- If a supervisor becomes aware of a positive case via an outside testing site, alert HR. Do not try to advise the employee, because Public Health protocols are subject to change without notice.
- Families First Coronavirus Response Act (FFCRA) provides up to two weeks of Emergency Paid Sick Leave and expands the Family Medical Leave Act for COVID-19 related absences.

Campus Safety continued

Campus Safety

- Facilities and Services has worked closely with supervisors to help ensure workplace safety requirements are met and that practical, cost effective and safe solutions are implemented.
- Gatherings that conflict with federal, state, local or university guidelines are prohibited on university property. Currently, the Restore Illinois plan limits gatherings to no more than 10 people in Phase 3, and 50 people or 50% of space capacity (whichever is less) in Phase 4. These standards are subject to change without notice. Face-covering and physical distancing are required during gatherings.
- Face-to-face meetings are discouraged. If possible, meetings should be conducted via phone, Skype or Zoom, even for employees who are working on site.
- Spaces are set up for appropriate physical distancing and are cleaned and disinfected daily.
- High-touch surfaces in common areas/public spaces are cleaned and disinfected multiple times throughout the workday. However, employees are encouraged to continue to use caution, as others may touch the surfaces throughout the day.
- Hand sanitizer dispensers are placed near the main entries of buildings and in elevator lobbies, and disinfecting products are available in each classroom.
- Private offices and work spaces are vacuumed on a routine basis; non-recyclable waste is emptied daily; high-touch surfaces that are clear of papers and personal items are cleaned/dusted and disinfected daily; and walls, floors, doors and partitions are spot cleaned/dusted as needed.
- Air ventilation and sanitation was adjusted in campus spaces to improve air circulation.
- Online COVID-19 training is required for all employees by Sept. 30.

Teaching and Learning

- Courses will begin and end according to the dates posted on the existing academic calendar for Fall 2020.
 - However, Fall Break will be canceled; classes will be held on Friday, Oct. 16.
 - Tuesday, Nov. 3, has been identified as a state-wide voting holiday in Illinois; there will be no classes on that date.
 - All classes will be offered remotely beginning Wednesday, Nov. 25, and will continue via remote delivery through the end of the Fall semester.
 - Student deadline for withdrawing from courses or requesting a change in grading to Credit/No Credit will be Nov. 27.
- On-campus Fall classes—times and locations—are being delivered in spaces that support physical distancing and minimize crowding in hallways between classes.
- UIS, through the Research Board, will establish plans and criteria to resume research under Restore Illinois guidelines. This includes determining when research involving human subjects and field research may be resumed or authorized.
- Faculty have access to ongoing training for remote instruction through COLRS.
- UIS collaborated with University Professionals of Illinois 4100/UIS United Faculty and the Senate Executive Committee to conduct all personnel evaluations remotely during the 2020-21 academic year. The opportunity to extend promotion and tenure clocks will be available.

All employees are encouraged to read and review the education and training materials on the COVID-19 Resources page: uis.edu/covid-19/resources