

June 16, 2020

To: All Workers in BioSci2 & LSB

From: Research Ramp-Up Building Committee for BioSci2

Rick Dahlquist
Erika Eliason – EEMB
Stu Feinstein – NRI
Manny Garcia – ARC
Scott Hodges – EEMB

Research Ramp-Up Building Committee for LSB
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Re: Research Ramp-Up, Stage 3

This is going to be a long email....please read all of it if you want to return to research soon.

As you have all probably heard, the campus is beginning to re-start research at the level of Stage 3. First and foremost, everyone must understand that this is a very limited ramp up and is not by any means a return to research as normal. Indeed, the target is to ramp up to 15% of our normal level of research. This will require significant sacrifices by everyone in order to maintain even this admittedly low level of research. If we are successful in this initial effort, we should be able to increase to higher levels of research in the foreseeable future.

In order for this to work, everyone is going to have to be very conscientious. Without this, there will be no progression to higher levels of research and we could even be shut down again.

The ramp up plan that has emerged over the past ~two weeks is the result of a great many discussions between our Committee members and Cheadle Hall (primarily VC for Research Joe Incandela and Dean Pierre Wiltzius, who in turn are meeting with representatives of the County) as well as with all of the faculty with labs housed in BioSci2 & LSB. Some of the details come down from Cheadle Hall and the County and others are from discussions amongst ourselves and the BioSci2 & LSB faculty.

There is a PowerPoint presentation attached to this email that explains the plan for BioSci2 & LSB in detail. They not aesthetically perfect but this is “function over form” in the interest of getting back into the lab as soon as possible. Everyone must read the relevant PowerPoint and the links contained therein before entering their building. We encourage all PIs to review the PowerPoint with their lab members.

No person is to feel pressured or be coerced by anyone to return to on-campus research if they have concerns for themselves and/or the people around them.

Remember, our first goal is to avoid bringing the virus on campus.

If that were to happen, our second goal is to contain the virus as effectively as possible.

Here are some key elements of the plans for BioSci2 & LSB:

Entry to the buildings

- Review the entire relevant Powerpoint presentation(s);
- No one is to enter the building who is not feeling well. There will be a web-based daily e-mail health questionnaire that everyone must fill out and submit to gain permission to enter the building for that day. There will also be an app based check-in and check-out system eventually but that is still being worked out. These procedures will help us maintain our approved person density as well as conduct contact tracing if that becomes necessary;
- Everyone must use hand sanitizer (available at the door) upon entry;
- The stairs near the elevator in BioSci2 are for going UP only. However, in an emergency, any route is fine- just get out of the building;
- The stairs at the back of BioSci2 are for going DOWN only. However, in an emergency, any route is fine - just get out of the building;
- The stairs at the side of LSB nearest to the Administrative wing are for going UP only. However, in an emergency, any route is fine - just get out of the building;
- The stairs at the side of LSB nearest to BioSci2 are for going DOWN only. However, in an emergency, any route is fine - just get out of the building;
- No more than one person at a time in an elevator;

Lab Work

- Each lab will set up work shifts that suit its particular experimental and practical needs. At no time can there be more than the approved number of people in the lab. Ask your PI what that number is for your lab;
- There will be Google Calendars for all lab rooms. It is imperative that people sign in for whenever they are in the building, both for their own lab rooms and for extended use of common rooms;
- Masks and gloves are to be worn at all times (unless impractical for some reason);
- Clean work surfaces frequently (benches, door handles, light switches, instruments and their dials and keyboards, etc);
- There will be at least a half hour between shifts for disinfection/ventilation. All surfaces touched by workers need to be wiped down with sanitizer. This includes personal and common spaces, including keyboards, dials on instruments, light switches, etc.;
- People working alone in rooms, especially at night, should consider setting up a buddy system with others in nearby or convenient rooms;

- Maintain a halo of at least 9 feet radius between you and all other people in the lab. This allows for at least 250 sq. ft. of space around each person, which is the goal;
- Wash your hands frequently;

Common Spaces

- Only one person in a rest room at a time. There will be an Occupied/Unoccupied sign on the door (hopefully soon), but you can also knock on the door and ask if there is anyone inside;
- Do NOT use water fountains or hydration stations.
- Disinfect all surfaces you touch in communal rooms;
- There will be no in-person meetings in meeting rooms;
- Break rooms and communal food refrigerators are closed except to access to drinking water from the sink. Wipe down/disinfect the handle after use. No eating in break rooms – you can do that either at your personal desk (followed by immediate cleaning) or outside of the building. Do not use communal refrigerators to store food or sinks to wash dishes. You can bring a personal cooler from home if necessary;

Deliveries

- Deliveries to all labs will continue as is occurring now during Stage 2;

Other

- If you get sick, immediately notify your PI and at least one member of the Building Committee (names above), who will notify the campus; seek medical attention as you see fit;
- No pets