

Stage 2 Investigator Research Return Plan

Investigator Name: _____

Please read the following:

Guiding Principles for the MU-RR Plan

Principle #1: Recommendations and guidelines must adhere to local government and public health directives.

- Physical distancing means at least 6 feet of distance between individuals within research space and office areas.
- Physical distancing may require work schedules that are staggered in time and space.
- Plans for physical distancing in shared research space will require coordination with all participating laboratory groups.
- Face masks will be worn in all public areas such as hallways and restrooms and may also be required in research spaces. General mask usage will follow University Recovery Recommendations. More specific recommendations for personal protective equipment (PPE) for work involving human research participants will be provided and resumption of existing protocols or starting new protocols will require review of PPE plans.
- Consistent and regular handwashing is expected throughout all phases of the plan.

Principle #2: The research community includes faculty, staff, students, and human research participants who must all do their part to help mitigate the spread of COVID-19. University COVID-19 Recovery Plan policies and procedures will be followed.

- Remote work will continue to the maximum extent possible until research activities return to full operations.
- Daily screening of all researchers and research participants returning to campus will follow the University's Recovery Plan.
- Any researcher who needs to self-quarantine due to COVID-19 diagnosis, symptoms, exposure or other reasons is asked to complete Marquette's voluntary self-disclosure form <https://www.marquette.edu/coronavirus/covid-19-employee-and-student-voluntary-disclosure.php>.
- Since some individuals may not be comfortable with on-site work, particularly during Safe-at-Home orders, participation in laboratory activities is voluntary during initial phases of research ramp-up. Graduate students and other trainees are particularly vulnerable and must not be made to feel that participation is required.
- Shared laboratory workspace, keyboards, etc. must be wiped down by the worker with 70% ethanol or similar antimicrobial solution prior to commencing work, and after finishing work. FPM will provide cleaning materials and guidance for proper usage in laboratory and other non-public spaces not maintained by FPM personnel.
- Faculty/Principal Investigators (PIs) are responsible for educating and training research personnel and monitoring compliance. Faculty will provide a list of laboratory

personnel, paths taken by personnel to reach research spaces, laboratory facilities, and bathrooms used by research personnel to their Department Chair to identify high-traffic areas in need of more intensive cleaning and to coordinate use of space.

- Faculty/PIs must be prepared with contingency plans in the event of a COVID-19 resurgence and/or need to ramp-down research activities. In addition, the research community is expected to be responsive to modification of this plan due to changing COVID-19 guidance/requirements.

Principle #3 This plan is designed to be a phased ramp up of research activities and not all researchers will be able to be on campus simultaneously until we reach Stage 4 Steady State status. In cases where space limitations, use of shared facilities, or department or building level density concerns require prioritizing on-campus access, the following considerations will be considered when determining access priority.

- Research groups with current external funding.
- Assistant professors.
- Graduate students nearing completion of their degree programs.
- Upcoming deadlines for new or renewal grant applications.

Principle #4 Researchers must plan for ramping up AND ramping down activities. Given the fluidity of the COVID-19 situation, researchers must carefully develop on-going planning that allows for moving back into remote activities or other limitations that may arise.

MU-RR Stage 2: First stage of increased in-person activities – expanding allowed essential activities

MU-RR Stage 2 represents the first step in controlled increase of in-person research activities by providing increased essential research work involving time-sensitive activities. Stage 2 is anticipated to begin June 1, 2020, pending campus COVID-19 leadership approval and assuming no significant negative changes in public health indicators.

Requirements for Stage 2 are outlined below. Note that in cases where access needs to be limited due to building density, facility layout, or other concerns, the priorities of guiding principle 3 in the introductory material above will be applied when determining scheduling. Each faculty member (PI) participating in Stage 2 activities will be required to submit a proposed plan for her or his group (see below). Plans will be reviewed by college leadership (department chairs, associate deans for research, deans as appropriate for each unit) and the VPRI prior to final approval. For the purposes of MU-RR Stage 2 and beyond, undergraduate students may be identified as research personnel and are expected to follow all guidelines and requirements as any other research personnel. Due to the University restrictions on in-person academic program delivery and the potential for needing to ramp down if COVID-19 circumstances warrant, it is recommended that undergraduates not enroll in independent study or other credit-bearing offerings during the summer unless the learning outcomes are based on remote work.

General laboratory guidance

- All research that can be done remotely (i.e. not requiring in-person activities), outside of Marquette facilities or any off-campus field sites, will continue to be conducted remotely.
- Research meetings, including laboratory meetings, will continue to be conducted online from remote locations.

- Since some individuals may not be comfortable with on-site work, participation in laboratory activities continues to be voluntary during this phase. Graduate students and other trainees are particularly vulnerable and must not be made to feel that participation is required. Concerns should be forwarded to department chairs and/or associate deans for research.
- Anyone entering the facility must complete the University's screening process prior to starting work each day. PIs are responsible for developing and overseeing a plan to implement this screening for their research team.
- Individuals developing COVID-19 symptoms while at work must leave the facility immediately and follow Marquette's guidance.
- Physical distancing measures, wearing face masks, and frequent handwashing must be strictly maintained (see Guiding Principle 1 in introductory material above).
- No more than two researchers are allowed in a laboratory (single room) at the same time. This is contingent on sufficient space in the room to accommodate physical distancing requirements. Shared (core) facilities will require a plan for determining access schedules and expectations for cleaning.
 - It is expected that faculty will be on campus regularly to ensure compliance with ramping plans if the faculty member is not one of the individuals in the laboratory itself. Faculty should discuss in advance with their chair or associate dean for research if this is not feasible.
 - Personnel in the laboratory must wear a face mask while in the laboratory with others (unless this is deemed unsafe by the faculty).
 - A safety plan, including check-in process (buddy-system) must be reviewed by department chair or associate dean for research and followed in any case where only one person is present at a time in a laboratory room. This is normally expected as part of laboratory safety protocols.
- Laboratory workspace sanitization protocols must be strictly followed (see Guiding Principle 2 in the introductory materials above).
- Faculty are responsible for educating and training personnel in their lab to ensure compliance (see Guiding Principle 2 in the introductory materials above).
- Faculty will provide a list of laboratory personnel, paths taken by personnel to reach laboratory facilities, and restrooms and other common areas used by laboratory personnel to their department chair or associate dean for research as part to their request for on-campus research access.
- Each department must have a purchasing/receiving plan that is reviewed by college and FPM in order to ensure safe practices for obtaining research equipment and supplies.

Field Work and Community-Based Research (off-campus research activities)

- Field work that does not involve human research participants should adhere to general laboratory limitations (up to 2 researchers in one location, use of face masks and other appropriate PPE, screening prior to in-person activities) and adhere to any local regulations that may provide additional limitations. Plans for field work should be reviewed by college leadership and the VPRI in advance. Community-based research activities involving human research participants should follow the human research participants guidance.

A review by-building of consolidated department or college requests will take place prior to approving the start of Stage 2 activities.

Research Plan

1. Do you understand that all research that can be done remotely (i.e. not requiring in-person activities), outside of Marquette facilities or any off-campus field sites, will continue to be conducted remotely and that research meetings, including laboratory meetings, will continue to be conducted online from remote locations?

2. Please provide a list of the buildings and rooms to be accessed for essential research in Stage 2 of Ramping Research.
 - a. Please indicate the building entry door and path to each room listed above.

 - b. Please indicate the preferred restroom to be used by research personnel. (Note that some restrooms might remain closed during Stage 2 Research Return.)

 - c. Are workstations in all laboratories listed above a minimum of 6 feet apart? (If not, explain how access to workstations will be limited so that workstations less than 6 feet apart are not accessed simultaneously.)

 - d. Are any of the laboratories listed above shared with research personnel from other Marquette investigators? If yes, provide the name of Marquette investigator sharing the space and describe how each research group will schedule access to assure that two or fewer research personnel occupy the room at any time.

3. Provide a list of research personnel that will require access to the laboratories listed above to conduct essential research. Include the name of the research personnel, the room(s) they will be accessing, their MUID and a contact phone number.
 - a. If there are more than two research personnel that will be accessing any one room, either provide a work schedule for the personnel or provide a scheduling process to assure that room occupancy will be two or less personnel.

 - b. Provide a safety plan, including a check-in process (buddy-system) for cases

where there may be only one person present in a laboratory room.

- c. Have you explained to all graduate students and other trainees that participation in laboratory activities continues to be voluntary during stage 2 of research return and that concerns should be forwarded to their department chair and/or Dr. Brian Schmit, Opus College of Engineering Associate Deans for Research?

 - d. Do you understand that all laboratory personnel will need to undergo a symptom screening questionnaire and temperature check each day before entering the facilities? (Note that this might require a limited window on start times.)

 - e. Do you understand that all laboratory personnel will be required to undergo University training on safe distancing and disinfecting before returning to work?
4. Provide a plan for ensuring compliance with the Stage 2 Research Return plan (e.g. maximum occupancy, compliance with masks, etc.). For example, this may require visits to campus to check on personnel.

 5. Will you be conducting field work or community-based research? (If yes, provide a description of the fieldwork including the research personnel, locations and plans for assuring compliance with the Stage 2 Research Return principles.)

 6. Will you be conducting animal research in Stage 2 Research Return? (If yes, please see your department chair or the Associate Dean for Research for additional required materials as soon as possible.)

 7. Will you be conducting human research in Stage 2 Research Return? (If yes, please see your department chair or the Associate Dean for Research for additional required materials as soon as possible.)