Phased Return to Campus Protocols

The accompanying health and safety measures and protocols provide a smart and strategic game plan for the UHCL campus community members to safely return to work in a phased manner. But we can only achieve our mission if every faculty and staff member does their part and follows these measures. We all bear the responsibility to protect our health and the health of those around us. If we all work to fulfill that responsibility, we will re-open UHCL in an orderly and safe manner allowing all campus community members to get back to work, while at the same time containing the spread of COVID-19. These are difficult times, but when we work together we can overcome any challenge and get through this together. Go Hawks!

Because of the hidden nature of this threat, those intending to return to campus to work should rigorously follow the practices specified in these protocols. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable. Please note, public health guidance cannot anticipate every unique situation. All UHCL employees should stay informed and take actions based on common sense and wise judgment that will protect health and support the revitalization of our campus.

Check List for all UHCL Employees:

1. **Stay at Home If You Can:** Current work from home and limited access for the Clear Lake and Pearland sites remain in effect for all faculty and staff. Even though the State is initiating a phased opening, employees should only return to campus based on a business necessity. In limited circumstances, employees may be required to return to campus to perform specific tasks that are essential to the job or department/campus operations. Supervisors or division leader is responsible for determining the course and scope of the job duties to be performed and should make every effort to limit the time employees are on campus.

2. **Protocol and Certification for Employees Working on Campus:** UHCL and the UH System seeks to ensure the safety and well-being of all employees. In an effort to prevent the spread of the coronavirus (COVID-19) the University of Houston System has developed a protocol certifying employees who are returning to campus that is consistent with recommendations from the Centers for Disease Control and Prevention and guidance provided by the Governor of Texas. Prior to returning to campus at UHCL or UHCL - Pearland, employees must meet all requirements specified in the Protocol and Certification for Employees Working on Campus. Employees not meeting all requirements may not return to campus to work.

3. **Employees Who Are Unable or Refuse to Return to Work on Campus:** The decision to return to work on campus should be based upon a business need as determined by the supervisor or division leader. Employees who are unable or refuse to return to work may be protected under Federal Law and should be addressed on a case-by-case basis. Supervisors or division leaders should contact Human Resources for assistance in determining an employee’s return to work status.
4. **Minimum Recommended Health Protocols**: Supervisors and employees who return to work on campus should access the Minimum Recommended Health Protocols through the Texas Health and Human Services to determine specific safety and operational protocols that relate to their area of operations. Supervisors and employees are encouraged to review, print out, and follow the MINIMUM health protocols recommended by the Texas Department of Department State Health Services (DSHS) in the checklists in addition to federal and state employment laws and workplace safety standards.

The campus community will have many questions about the logistics of how a return to campus will ensure, to the greatest extent possible, a safe environment for students, faculty, staff, and visitors on our campus. As UHCL campus community members, we are each called upon to act responsibly as we slowly and safely re-open campus operations while also continuing to follow all health precautions and sanitizing guidelines. Lives depend on our actions. Only with the help of our faculty and staff with all of these measures in place can we begin to re-open the campus with careful adherence to health protocols. As we continue to work through this planning, we will provide additional communications with more details in a timely manner.

Should you have any questions regarding your return to work on campus please contact your supervisor, division leader.