Guidelines for Main and Branch Campus Research
(Effective May 16, 2021 to August 2, 2021)

Research

- Research should plan to resume and include human subjects research, field work, etc. during the summer and intersession. Additional guidelines are provided below. Researchers are reminded that everyone is expected to remain in compliance with NMDOH safety standards as well as UNM policies.
- During intersession and the summer semester, research and maker spaces may expand occupancy, but must remain in compliance with NMDOH red-yellow-green-turquoise safety standards and guidelines, including the use of PPE and cleaning protocols.
- During the fall semester, UNM Main Campus and the branch campus laboratory and research spaces will return to full occupancy, again adhering to NMDOH guidelines including the use of PPE and appropriate cleaning protocols in place at the time.
- UNM policy for self-reporting a positive Covid-19 test must be followed by all UNM affiliated individuals conducting research on main campus and in field settings (https://hr.unm.edu/docs/hr/eeoc-ada-covid-policy-statement.pdf)

The following provides more detail on the above

General

- During the summer semester and intersession, research centers, maker spaces, and laboratories may expand occupancy in compliance with NMDOH red-yellow-green-turquoise safety standards. Given that research can be considered as an essential, non-retail business, this is interpreted that at the “yellow” level, there would be no strict restriction on the number of people in a space, as long as their physical presence is essential to the research being performed in the space. Every effort should be made to limit potential exposure and transmission of COVID by limiting occupancy to only those who are needed for a specific purpose within the space.
- A complete log of persons entering and exiting a research or maker space, including contact information, must be maintained, to allow tracing of potentially exposed individuals in case a researcher becomes positive for COVID-19.
- Essential workers in the research environment could include the following, provided their presence is required to perform the research in a university research or maker space:
  - UNM personnel paid to perform research (e.g. undergraduate and graduate students, research staff, postdoctoral associates and faculty).
  - Students or faculty performing research as part of a funded education or research program. Although the UNM dormitories will generally not be available for housing and dining for summer/intersession programs, some programs may be allowed to utilize the dormitories with express permission from the Provost.
o Collaborators from other institutions (e.g. national laboratories), provided their presence on campus to perform the research personally is required (i.e. it cannot be performed by a UNM researcher, or performed remotely).

- Further steps to limit potential exposure and transmission include the following recommendations
  o Work that can be done remotely should continue to be performed remotely (e.g. data analysis, writing, etc.). If researchers will be occupying single-person offices, they can work unrestricted in those spaces on campus, provided they follow all UNM and NMDOH guidelines for PPE and other safety measures (e.g., masks must continue to be worn in all public spaces outside of the single occupancy office space). Shared office spaces will continue to be restricted in occupancy and masks are required.
  o Gatherings or meetings for the purpose of discussing research activities should continue to be held remotely.
  o Appropriate scheduling (e.g. cohorting, alternating schedules, and staggered schedules) to limit the number of researchers and employees within a particular research or maker space at a given time should continue to be used whenever possible.
  o Research that involves in person research procedures (e.g., blood draws) must have appropriate approval from the IRB.
  o Use of PPE (e.g., masks, gloves, etc.) and cleaning protocols recommended by the CDC must be continued.

- Vulnerable individuals (as defined by the CDC) should consider carefully their own health concerns and consult with their supervisor/chair to address these concerns. For confidential issues related to underlying health issues or ADA concerns, individuals may consult with OEO. Students are able to opt-out of on-campus research activities if they feel unsafe and should speak with their advisor’s or PI’s supervisor, and/or use an anonymous tip-line (e.g., EthicsPoint) if they feel pressured to return.

- As we all work towards resuming research and scholarly/creative work in physical settings again, we encourage all researchers to get vaccinated. If you have questions or concerns regarding vaccination, please visit: https://cvvaccine.nmhealth.org. UNM is also asking that students, staff, and faculty voluntarily report their vaccination status at: https://lobocheckin.unm.edu/checkin/svpfa/21.

- On campus research and maker spaces and personnel that have already received approval from the Provost office through the formal request process do not need to reapply for approval for an increased occupancy level.

- If research or maker space has not been authorized to reopen, a formal request must be submitted through the university-approved process (https://fm.unm.edu/reopen-request/reopen.html). The site manager must ensure that routine janitorial service is available, that building access can be provided, and that all necessary disinfectants, masks and relevant PPE are available for facilities to be occupied, in compliance with current CDC and NMDOH guidelines.

- The number of Covid-19 cases will continue to be monitored. Research spaces that have multiple cases of Covid-19 may be shut down completely or have additional restrictions imposed.
Off campus research laboratories/facilities -

- If off campus facilities have been approved by the Provost, through the university-approved process, they do not need to reapply. Cleaning, masks, and relevant PPE practice must still be followed. Requests for return to spaces not previously approved, must go through an approval process (https://fm.unm.edu/reopen-request/reopen.html), albeit with potentially different occupancy restrictions.

Current Guidelines: Resumption of research in non-UNM facilities by UNM employees will be allowed when the relevant site managers provide documentation of preparation consistent with requirements of the university-approved process (see On Campus Research and Creative Works). The site manager must ensure that routine janitorial service is available and that all necessary disinfectants, masks and relevant PPE are available for facilities to be occupied, in compliance with current CDC and NMDOH guidelines.

  o Documentation of the facility preparedness will be provided by the PI to the cognizant associate dean of research (ADR).
  o UNM will continue to provide information to help guide ADRs in what to look for in preparedness plans.
  o Travel to the off-campus locations must be in alignment with university policies for travel in effect at the time (see travel section below).

Research with Human Participants

- The UNM IRB will continue to perform additional review and approval as described in the memorandum from UNM Main Campus IRB (https://bringbackthepack.unm.edu/research-guidelines/memo-from-unm-irb.html) to ensure appropriate safety protocols are in place and consideration for risk for vulnerable populations is addressed.
- The UNM IRB will review the previous memorandum and update the information and guidelines based on NM public health orders and current status.
- As we all work towards resuming research, scholarly/creative work in physical settings again, we encourage all researchers to get vaccinated. If you have questions or concerns regarding vaccination, please visit: https://cvvaccine.nmhealth.org. UNM is also asking that students, staff, and faculty voluntarily report their vaccination status at: https://lobocheckin.unm.edu/checkin/svpfa/21.

Community Engaged Projects and Creative Work (not including human subjects)

- We continue to encourage personnel to conduct their work through the use of electronic methods, including Zoom, phone calls and emails to the extent possible.
- Meeting in person should still comply with guidelines in Bringing Back the Pack and CDC COVID-19 Safety Practices as well as the NMDOH website.
- As we all work towards resuming research, scholarly/creative work in physical settings again, we encourage all researchers to get vaccinated. If you have questions or concerns regarding vaccination, please visit: https://cvvaccine.nmhealth.org. UNM is also asking that students, staff, and faculty voluntarily report their vaccination status at: https://lobocheckin.unm.edu/checkin/svpfa/21.
**Field Work**

- Field work must be approved by the cognizant dean and IRB with a plan that includes safety protocols. If a plan has already been approved for a specific field site, no new plan needs to be submitted.
- CDC recommendations must be followed when interacting with research participants in field settings (e.g. PPE, social distancing, etc.).
- As we all work towards resuming research, scholarly/creative work in physical settings again, we encourage all researchers to get vaccinated. If you have questions or concerns regarding vaccination, please visit: https://cvvaccine.nmhealth.org. UNM is also asking that students, staff, and faculty voluntarily report their vaccination status at: https://lobocheckin.unm.edu/checkin/svpfa/21.
- Travel – researchers participating in field research must follow UNM and CDC guidelines for travel – see below.

**Performance Spaces**

- Given the increased risk of transmission for activities involving physical exertion, such as singing, brass, and woodwind instruments, this set of creative work activities may require more stringent expectations. As such, a set of music performance-based protocols (i.e. limited time durations, use of HEPA filters, cleaning, etc.) have been put in place and will continue to be followed by UNM personnel accessing these spaces.
- Performance spaces and theaters, classrooms, hands-on exhibits, remain closed to the public until further notice. Students and faculty can continue to access performance spaces and classrooms for the purposes of continuing their research.
- UNM personnel wishing to utilize performance spaces over the summer may submit a request to the appropriate dean (e.g., Dean of the College of Fine Arts), detailing how they will meet the Covid safety protocols and procedures.

**Museums**

- Museums are used for research as well as being open to the public. For the purposes of research, all protocols associated with research spaces need to be followed.
- Museums may open to public visitors with capacity limitations based on NMDOH recommendations for “recreational facilities” per turquoise, green, yellow, red county levels (e.g. yellow = no access to inside facilities save for restroom use and 33% occupancy of outdoor facilities; green= 25% occupancy of enclosed spaces and 50% occupancy of outdoor spaces on the premises). Masks and social distancing will be required in UNM museums throughout the summer of 2021.
- Performance spaces and theaters (within museums), classrooms, hands-on exhibits, remain closed until further notice.

**Travel**

- University-paid travel will recommence on May 15, 2021. Travel for sponsored research will no longer require exception memos from the relevant Dean.
- UNM will continue follow CDC guidance on intrastate and international travel.
• We will not reopen the Travel Portal. Supervisors will be responsible for approving travel and employees with questions may continue to contact the COVID Call Center for advice.

• Everyone must follow the Centers for Disease Control recommendations and U.S. State Department guidelines regarding international travelers self-quarantining before returning to campus.

• The following recommendations are provided for travel by road vehicle
  o Travel in personal cars should be limited to only two occupants within the vehicle and ventilation should be provided at all times, unless riders are fully vaccinated.
  o Travel within larger shared vehicles (e.g. passenger vans) should provide ventilation and 6-foot social distancing, unless all riders are fully vaccinated.
  o Regardless of vaccination status, occupants should continue to wear masks at all times and avoid consuming food and beverage while in the vehicle.

• Note that HSC research will follow the HSC clinical guidelines for travel found here: https://hsc.unm.edu/covid-19/media/documents/travel_and_food_one_pager_extended-3-1-21.pdf

Summer Programs

• Summer day and residential bridge programs may be offered in person, but youth summer camps for children under age 16 should not be offered in person, unless express permission has been granted by executive level leadership. A bridge program is defined as an on-campus opportunity enabling high school students or newly admitted UNM students to learn about the university and to transition successfully to the university. Units designing summer day and residential bridge programs should:
  o 1) encourage vaccination among participants;
  o 2) use a tracking sheet to register attendance and participant symptoms: https://hr.unm.edu/docs/hr/symptom-screening-questionnaire.pdf;
  o 3) maintain mask-wearing, 6-foot social distancing, and limit group sizes indoors (33% maximum capacity) and outdoors (relative to NM DoH turquoise to red county level guidance);
  o 4) avoid vehicle sharing;
  o 5) communicate with program participants and parents/guardians of minors that the program may move to remote delivery at any time to protect the health of participants;
  o 6) communicate with program participants and parents/guardians of minors that UNM does not bear responsibility for testing, vaccination, or treatment of program participants;
  o 7) be prepared to arrange for a participant experiencing COVID-19 symptoms to leave the program, to move the program to remote delivery, to communicate with participants and parents/guardians of minors about appropriate health precautions and the reasons for shifting to remote delivery.

• Units are encouraged to delay summer day and residential bridge programs until July. Participants in residential programs must follow UNM Housing COVID-19 safety procedures and units should make sure that participants and parents/guardians of minors are fully informed of
UNM Housing COVID-19 safety procedures at the time of enrollment. Units planning summer day and residential bridge programs should submit to Associate Provost Pamela Cheek at apcurriculum@unm.edu a complete program plan by May 20, 2021 with

- 1) information on programming;
- 2) information on how health and safety will be managed;
- 3) planned publicity with descriptions about COVID-19 safety;
- 4) participant agreements;
- 5) agreement with UNM Residential Life; and
- 6) contingency planning relative to possible COVID-19 positive participant.

Classrooms

Classrooms will be set up for six-foot radius social distancing and with clear occupancy labeling. Cleaning protocols require thorough and regular classroom cleaning including cleaning of surfaces. When structurally possible and consistent with best use of HVAC and health considerations of occupants, windows and doors can be open. Movement in and out of classrooms and buildings will be guided by social distancing signage. Academic technologies has enhanced 150 centrally scheduled classrooms with a camera and microphone for basic remote participant access. A limited number of outdoor spaces are available for courses with special requirements, and must be reserved through scheduling. Ad hoc unscheduled outdoor teaching may put the UNM community at risk. Masks are required in classrooms at all times.