



Vice Chancellor of Research

300 W. 12th Street | 202 Centennial Hall | Rolla, MO 65409
573-341-4134 | research@mst.edu |

MEMORANDUM

24 April 2020

To: Missouri S&T Faculty
From: Costas Tsatsoulis, Vice Chancellor of Research
RE: Plan for opening additional research laboratories

Campus is moving from mitigation to suppression, per recommendations of the ICT. This includes a gradual, prioritized repopulation of campus, with research laboratories as a first step. Partial and staggered opening of research laboratories serves as a test bed, and it is thus essential that this be done in a safe manner such that other steps are not delayed. Please follow the forthcoming ICT memo on how to work on campus safely.

Since March 23, the following “Type A” and “Type B” laboratories that are conducting *essential* research have been approved for restricted access:

- Activity that if discontinued would pose a safety hazard.
- Activity that maintains critical equipment in facilities and laboratories.
- Activity that maintains animal populations
- Activity that maintains living organisms (e.g. plants, tissues, bacteria, archaea, etc.)
- Activity in support of essential human subjects research.
- PI has a letter, addressed to them, that the research is critical to the national defense.
- COVID-19 related activity that has a timeline for deployment that could address the crisis.
- Activity that if discontinued would generate significant data and sample loss.
- Activity that maintains critical samples, reagents, and materials.

On April 27, the following additional labs will be considered for extended access as a “Type C1”:

- Restart of core research facilities that cannot be operated remotely, e.g., machine/glass shops, imaging facilities, etc.
- Individual only with sole laboratory access and virtual/remote lab “safety buddy”. To operate in this category an individual MUST be the only person operating in the laboratory, and have identified a virtual “safety buddy” who is monitoring his/her presence in the lab via an on-line meeting platform.
- Graduate students who have a planned August 2020 graduation. The students must apply for Summer 2020 graduation by June 15, 2020. If not, they will lose laboratory access privileges.
- Any GRAs, post-docs, or faculty which have a funding deadline (upcoming proposal or report) of August 2020 or sooner (and can provide documentation of such a deadline, upon request).

Laboratory access requests with all associated material should be submitted to the appropriate Department Chair or Center Director. The Chair or Director will either approve or reject the

request. If approved the request will be sent for second level approval to an *ad hoc* committee consisting of: Ms. Michelle Bresnahan, Dr. Steve Corns, Dr. Dennis Goodman, Dr. Kamal Khayat, Dr. Angela Lueking, Dr. Melanie Mormile, and Dr. Ronald O'Malley.

The material to be submitted consists of:

- Laboratory access request form (attached). This request form will be reviewed by the unit supervisor (chair or Center Director) to ensure that it meets the guidelines in this memorandum, and is a "Type A, B, or C1" laboratory.
- List of personnel that will be accessing the laboratory, and the times of access [sheet 1, of [this workbook](#)].
- Time schedule of lab access for each laboratory, with each person in the laboratory at a given time clearly delineated [sheet 2 of [this workbook](#)].

If the request is approved by the unit supervisor these documents will get forwarded to the *ad hoc* committee.

After approval by the *ad hoc* committee the forms will be filed, and the approved research personnel will be asked to sign an agreement that they will adhere to the research laboratory access rules. Research personnel may refuse to sign if they believe that being present in the research laboratory may endanger them or people they come in contact with.

If unit supervisors (Chairs or Center Directors) approve and sign or e-sign the request, by doing so they certify the following:

- Approved research falls into Types A, B, or C1.
- Access will be limited to approved laboratories by approved researchers.
- The approved access is following the recommendation of one researcher per 1000 sqft of laboratory space, to ensure that the space is sufficient to maintain a "6-10" rule, i.e. six feet of distance between personnel, and a maximum number of 10 people in any one room. The *ad hoc* committee will rely on the Chairs and Center Directors to certify that this rule can be followed.
- Laboratories will be disinfected, per heightened COVID-19 EHS safety protocols with disinfectant provided by the University (please obtain approved disinfectant material from Facilities).
- Laboratory access protocols will be posted at the entrance and exit of all approved laboratories.
- Inside the laboratory will be multiple copies of a checklist (provided by EHS) with disinfection protocols that personnel will sign as they exit the laboratory.
- All laboratory personnel have a lab "safety buddy," either in person following the 6-10 rule, or virtually via a web conferencing application.
- Any changes to the approved access protocol will need to be re-approved by the unit supervisor and the *ad hoc* committee.

All laboratory personnel working in a Type A, B, or C1 laboratory must conform to the following:

- Follow all rules about accessing the laboratory after travel:
<https://coronavirus.mst.edu/travel-guidance>

- Will not come to campus if they are sick or exhibit any COVID-19 symptoms as described by the CDC.
- Follow and sign posted checklist with disinfection protocols when they leave the laboratory.
- If research students and other personnel believe that the health safety rules are not observed, or that they may be asked to operate in an unsafe environment we ask that they call our anonymous laboratory safety tip line at 573-341-4920 where they can leave a message describing their concerns.

If laboratory users fail to meet the above criteria will have their University laboratory privileges revoked and the associated laboratory will be made inaccessible to all.

Additional laboratory access categories to continue to grow the research presence on campus will be forthcoming. Right now we are planning for “Category C2” lab openings starting May 11, depending on recommendations by the System, the State, and the city:

- Any GRAs, post-docs, or faculty which have a funding deadline (upcoming proposal or report) of December 2020 or sooner (and can provide documentation of such a deadline, upon request).