

Dear Colleagues,

Friday, March 20, 2020

In response to the challenges posed by the COVID-19 pandemic, Plymouth State University is taking unprecedented action to ramp-down all research activities in order to reduce the possibility of the spread of the virus within the PSU community, and beyond. Please see [COVID-19 Guidance for Research](#) for other aspects of research grant information.

Ramp-Down Activities

Principal investigators (PIs) responsible for University research lab facilities shall coordinate a ramp-down of their facilities by 5pm on Monday, March 23. PIs should plan to cease operations for the remainder of the spring semester with the understanding that this may change as conditions evolve.

All PIs should cease on-site, off-site, and in-person research activities and switch to remote technology where possible (see exceptions below). Accordingly, group meetings should be conducted virtually from this point forward. No new research activities may commence until further notice.

Please refer to [Laboratory Ramp-Down Guidelines](#) for procedures to mothball all non-critical research and teaching labs.

Human Subject Research

Research involving interactions with or between human subjects or other participants are curtailed unless participation is via remote technology. Studies involving face-to-face interaction with participants with no direct drug or device therapeutic benefit to the participant are postponed until further notice.

Building/Lab Access

After 5pm March 23, only Essential Research Personnel will be allowed access to the buildings and laboratories to perform critical tasks (e.g., maintaining laboratory instrumentation, caring for animals, etc.). PIs shall identify those critical tasks and if necessary, designate themselves and/or 1 other faculty, staff, or graduate student (no undergraduates) to have access to their research facilities.

PIs should submit their designated essential research personnel to Joe Boyer jnboyer@plymouth.edu by 5pm on Monday, March 23, 2020. Please include contact information (name, email, lab phone, cell phone, and PSU ID#).

Researchers should assist their students in identifying productive research/scholarship that can be done at home. Such activities could include writing or reviewing research publications and theses, proposal development, conducting data analysis, performing numerical or analytical simulations, or preparing for future research opportunities.

Exceptions

PIs with active research grants who request access to on-campus labs in order to continue uninterrupted research should contact Joe Boyer jnboyer@plymouth.edu. A written justification for

such access must be provided as well as a plan for disinfection, cross contamination control, and social distancing in research operations. Access decisions will be made on a case-by-case basis by Research & Innovation, EHS, and OAA.

Working remotely has the potential to increase social isolation within and without our University community. Please take the time to ensure that your team, especially your students, feel supported during this transition. For additional information, please refer to the [PSU COVID-19 website](#).