



UNIVERSITY OF SOUTH ALABAMA

DATE: March 16, 2020

TO:

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## Research Courses and Meetings

Please see Guidance from each College Dean. However, unless specifically approved for in person meetings, all meeting and courses will be online or cancelled.

- ” Research/dissertation and directed studies courses should transition to online, independent study if possible, using email/phone communication Zoom.
- ” Routine laboratory team meetings transition to Zoom.
- ” Seminars/workshops/dissertation committee meetings ~~cancel~~ or transition to Zoom.
- ” IMPORTANT NOTE: You should use the University's single sign-on to access the Zoom platform. This will allow you to access all Zoom features.

## Sponsor Guidance

For NIH proposers and awardees, please see the NIH COVID-19 Guidance at [www.grants.nih.gov](http://www.grants.nih.gov).

The Federal Office of Management and Budget (OMB) have provided this guidance:

- ” Awarding agencies may allow necessary award costs that are incurred (i) from January 20, 2020 through the Public Health Emergency Period and (ii) prior to the effective date of a Federal award.
- ” Awarding agencies will be more flexible on no-cost extensions on expiring awards.
- ” Awarding agencies may extend awards which are active as of March 31, 2020, and scheduled to expire prior to or on December 31, 2020, automatically, at no cost for a period up to twelve (12) months.
- ” Abbreviated non-competitive continuation requires [www.grants.nih.gov](http://www.grants.nih.gov)

## Submission of Proposals During a University Full or Partial Closure

The Sponsored Project Office will be submitting proposals during a full or partial campus shutdown.

- ” The Sponsored Projects Administration (SPA) Office will inform campus if sponsors have sent notices that they are NOT receiving proposals during a pandemic event.
- ” When administrative offices are open, i.e. a partial shutdown, all proposals will be submitted through normal channels using Cayuse.
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email a short justification for student access. The Vice President for Research or Medical Affairs, as appropriate, will review and confer with the College/School Dean and respond ASAP.

- o Social Distancing practices should be followed in all instances. In small laboratories it is prudent for only one individual to be present in a laboratory at the same time. This will require scheduling of access.
- o If best practices or information indicate that it is likely the virus survives on surfaces, the laboratory must include guidance for disinfecting all work spaces.
- o Remind each individual to follow strict laboratory safety protocols.

NOTE: Access to the Laboratory for Infectious Disease (LID), Shelby Hall (SH) and the Mitchell Cancer Institute Research Section (MCI) are always restricted to those with appropriate clearance and FOB or keycard entry.

### Graduate and Undergraduate involvement in Research

Under the Research Continuity Guidance graduate students may continue their research with approval from the College/School. Continuation of all undergraduate student involvement in research, including travel and work related to the research (collectively "Research"), requires approval. Research includes, but is not limited to, laboratory, digital and field work.

The following guidance applies when: (a) campus access is limited to administration, staff and faculty; (b) students are not allowed on campus, and (c) classes are only provided online (collectively "Limited Access"). Research may continue subject to approval and the restrictions below.

- " Under limited access due to full or partial closure, all graduate students under stipend (and undergraduates as explained below) doing research can access campus and the relevant academic building(s) to continue research under the supervision of a faculty advisor. Research can continue by respecting social distancing, limiting personal interactions only as necessary, communicating remotely whenever possible and observing appropriate personal hygiene and equipment sanitation protocols. If portions of Research can be done remotely, in full compliance with all security and confidentiality protocols (e.g., VPN, etc.), then this work should be done initially to avoid the need for campus access (collectively "Restrictions").
- " If necessary, with specific approval, undergraduates can access campus to complete research necess-2 (l)-2 (di)-2 (n(ct)8 171 Tm [(,1 (e)-6 (r)(es)4b (f)-7.1 g24))) -6.9 ua u4 (h n

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