Dear Faculty and Staff,

As our university continues to respond to COVID-19, the emergency response team has spent all week meeting with various groups on campus (doing our best to abide by social distancing). Based on these discussions, I have additional updates for you.

**ACCESS TO BUILDINGS**

Beginning Friday, March 20 at 6:00 p.m., the following buildings will be closed to the public until further notice:

- Erlanson
- Barstow
- Holden Fine Arts
- Swenson Hall
- MWC (previously closed)
- Wessman (previously closed)
- Library (previously closed)

Employees may still access these buildings for the time being, but the entrances will be locked. If you need to enter the building and do not have a key, you will need to contact campus safety to access the building. **All employees are responsible for locking their offices and other important rooms when they leave campus.** Campus safety will be checking to ensure that lab doors and other sensitive areas are locked.

Other non-residential buildings will be open to employees only from 7:30 a.m. to 6:00 p.m. **Monday – Friday.** Employees who start work before 7:30 a.m. should discuss with their supervisor whether it is essential for this alternative work schedule to continue. If this work schedule is still deemed necessary, employees should contact campus safety to gain access to their building. **Employees should not be working in any building on campus after 6:00 p.m. unless you are deemed to be an essential employee (such as campus safety officers or heating plant personnel).** Non-essential employees found working in campus buildings after 6:00 p.m. will be reported to the Vice Chancellor for Administration and Finance for a follow-up review and possible disciplinary action. Please understand that we are taking these steps to protect your safety.

All classrooms on-campus are locked and will remain locked until further notice.

If possible, all employees should dispose of any food or perishable items in department or
lounge refrigerators by 6:00 p.m., Friday, March 20 (LSRI and all items necessary for research purposes are excluded from this requirement).

DISINFECTING EFFORTS
SSC, our custodial services partner, has acquired a Clorox Electrostatic Sprayer, which applies a disinfectant using an electric charge to fully cover a surface. Starting this weekend, SSC will use the sprayer to more thoroughly disinfect campus, focusing on classrooms and other high-traffic areas. We thank our SSC partners for their ongoing commitment and efforts to keep our campus clean and safe.

CAMPUS SAFETY ESCORT SERVICES
Starting Friday, March 20 at 6:00 p.m., campus safety officers will no longer be providing escort services using the squad car.

COMPUTER LAB UPDATE
Today, Technology Services is setting up computer labs in the conference rooms on the second floor of the Yellowjacket Union. Computer labs should be up and running by the end of the day. All computer labs in Swenson Hall will be closed to students as of 6:00 p.m. today until further notice.

We will continue updating www.uwsuper.edu/coronavirus as more information becomes available. Please contact your supervisor if you have questions or issues that need to be resolved. Thank you for your patience and understanding as we work to keep you and the campus community safe.

Sincerely,

Jeff

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