

UCONN CAMPUS VISITOR¹ ACCESS GUIDELINES

The University of Connecticut is a public institution and does not normally limit visitor access to the public areas of its grounds and non-residential public buildings. In support of efforts to protect health and safety during the COVID-19 pandemic, access to campus buildings and facilities, including regional campuses and the Law School (not including UConn Health), is limited to authorized students and employees or others who have a defined need and approval for access. Currently, certain activities and events have been realigned, are being held virtually, or have been canceled altogether to limit non-essential visitors to all UConn campuses.

Limiting visitor access is consistent with recommendations in the report from the Higher Education Subcommittee – Reopen Connecticut and CDC guidance to Institutions of Higher Education, which advises limiting non-essential visitors. UConn's follows the sector guidance issued by the Connecticut departments of Public Health and Economic and Community Development. The guidance below is based on the sector rules as of November 15, 2020 until further notice.

<https://portal.ct.gov/DECD/Content/Coronavirus-Business-Recovery/Sector-Rules-and-Certification-for-Reopen>

GENERAL GUIDANCE

Visitor access to UConn campus venues or events will be approved only for an exceptional need or benefit to the University provided that:

- The purpose of the visit cannot be done remotely.
- Approval has been granted by appropriate leadership.²
- All approved visitors will be required to follow University safety precautions and guidelines based on the latest local, state, and federal guidance. Hosting departments will be responsible for making visitors aware of University safety protocols, which includes but is not limited to:
 - [Center for Disease Control and Prevention](#):
 - Wash hands often.
 - Avoid close contact, practice social distancing.
 - Cover your mouth and nose with a CDC-recommended face covering when around others.

¹ A visitor is defined as anyone who is **not** currently a UConn student, staff, or faculty member. This includes visiting students and researchers, prospective students and their families, performers, cast and crews, arts and sports patrons, contractors, and other non-UConn individuals participating in UConn activities.

² Requests for any exception to the restriction must be submitted in writing to the Executive Vice President and Chief Financial Officer, Provost's Office, Vice President for Research, Vice President for Enrollment, or the President's Office at least two weeks in advance, and must clearly define the need and why an exception should be granted.

- Cover coughs and sneezes.
- Clean and disinfect.
- Monitor your health daily.
- State of Connecticut:
 - [Travel Advisory for Visitors to Connecticut](#)
- University of Connecticut:
 - [Reopening UConn](#) – Plans and other information.
 - [UConn Environmental Health and Safety – COVID-19 Resources](#).
 - Depending on the length and purpose of a visit, visiting students and researchers may be required to complete the [EHS COVID-19 training](#) in order to participate in activities.

ACADEMIC AND RESEARCH PURPOSES

- **Research**

Collaborating scientists, staff and students are allowed to visit campus for research activities that cannot be accomplished remotely. However, there are several caveats.

- The activities clearly are not able to be accomplished remotely and require the individual to be on campus to be accomplished. If part (but not all) of the activity can be done remotely, that work should be done remotely, with only what cannot be accomplished remotely being done on campus.
- Only the minimum number of people required for the activity should come to campus.
- The time spent on campus should be the minimum needed to accomplish the activity. These individuals may not be involved in other on campus activities during their stay.
- The individuals coming to campus must follow all federal, state and University requirements for faculty, staff and students that are in place at the time they visit campus. Since these requirements evolve as the COVID-19 situation changes, these individuals should adapt plans to accommodate and meet these requirements if changes develop. This includes any testing and/or quarantine requirements. It also includes the potential that the University may further restrict or prohibit any outside collaborators from being on campus; in such a case, the activity may need to be canceled on short notice, up to and including the day it is planned.
- The University is not responsible for any costs or financial considerations if the activity must be canceled or rescheduled due to COVID-19 related concerns.
- The dean or department head of the individual leading the project must be notified that the activity will be taking place and provide written approval.
- Research projects or activities that require more than 5 (five) individuals to come to campus at the same time, or that will require classroom or conference-type facilities, must also be submitted to OVPR (Office of the Vice President for Research) for approval.

- Contractors, technicians, maintenance personnel, etc., must follow the University requirements for contractors (see below).

- **Prospective Student Campus Visits**

This section addresses Campus Tours, Husky-For-A-Day, and any other campus visitation programs for prospective undergraduate students at Storrs and the regional campuses. Prospective graduate student visits to campus will not be allowed.

Implementation Guidelines:

- Currently, only online visitation programs are available.
- Open House programs for prospective students will be virtual.
- High school and community-based organization group visits (bus trips) will not be hosted until further notice.
- Campus Tours:
 - Outdoor-only guided campus tours will resume only when suitable conditions for welcoming visitors to campus have been met, tentatively anticipated in mid-February 2021.
 - When tours recommence, priority registration for campus tours will be offered to admitted first year students and admitted transfer students and their immediate family members. Registrations will be limited to parties of 5 (one student and 4 immediate family members). If tour space remains available after first year and high school seniors have been accommodated, other guests, such as non-admitted high school juniors, other transfers, etc. will be permitted.
 - When tours recommence, group size will be limited to a maximum of 15 individuals or less, with one guide per group.
 - Tours will leave from a predetermined location, most often outside of the Lodewick Visitors Center. Actual location will be shared with attendees in confirmation communications.
- Walk-in (unannounced) visitors will not be received, since pre-visit communications and visitor registration processes are unable to be followed.
- Hand sanitizer and face masks will be available upon entry to the Visitors Center. Face masks are required.
- Presentations that are typically held inside and in person, will (continue to) be offered online. Guests will be provided the link to watch the presentation in advance or after their tour.
- If it is determined, in response to state reopening phases, that in person, indoor audiences may be accommodated, upon approval of EPG, in person presentations may reconvene in a manner of density that follows respective guidance.
- Communications and notifications will be developed to confirm individual tour reservations and to remind visitors of public health guidelines.

- Prominent placement of visitor guidance on COVID-19 related campus protocols will be included on all communications, within the Visitors Center and in other visitation areas.
- All campus visitors must be registered. A central log of visitors, regardless of host department, will be kept to facilitate contact tracing.

PERFORMING ARTS

When the University of Connecticut resumes in-person audience attendance, all applicable State Reopen Connecticut Sector Rules for Indoor Events and Performance Venues, as amended, will be followed.

https://portal.ct.gov/-/media/DECD/Covid_Business_Recovery-Phase-2-1/CTReopens21_-_IndoorEvents1110.pdf

In general, this includes, but is not limited to:

- Capacity
 - Indoor Performing Arts venues can open with a maximum capacity of 100 while maintaining a minimum 6-foot of spacing between seated pods/parties.
 - Only seated audiences are allowed.
- Physical distancing
 - Performers wearing masks must be 6 feet or more from audience members.
 - Performers should remain 12 feet apart or divided by a non-porous barrier, where possible.
 - Performers are exempt from wearing masks if they are 12 feet or more from audience members or divided by a non-porous barrier. However, singers and brass/wind musicians should remain 25 feet or more from audience members or divided by a non-porous barrier.
 - Entry and exit protocols must be developed to avoid close contact.
- Face coverings:
 - Guests are required to wear masks at all times except when eating or drinking, if allowed by the venue.
 - Masks should be worn by all crew members and by performers when not on stage.
- Travel Advisory:
 - Producing organizations that employ staff and/or independent contractors (cast or crew) from outside Connecticut shall abide by current Connecticut travel guidance.
- Testing:
 - Venues should establish procedures that outline COVID-19 testing frequency for performers and crew. Weekly testing is recommended.
- Venue specific information:

- Jorgensen Center for the Performing Arts
 - Virtual performances are held on the “digital stage” through a live stream performance.
 - Venue capacity has been determined to be limited to 100.
 - All audiences will sit in the Center Mezzanine, which is more than 100 feet from the stage.
- Connecticut Repertory Theatre
 - CRT performances are without in-person audiences. Currently scheduled performances are being live-streamed or shared over Zoom.
- von der Mehden Recital Hall
 - Currently all performances are being live streamed.

ATHLETIC EVENTS

All indoor and sporting events will follow all appropriate State Reopen Connecticut Sector Rules, as amended.

https://portal.ct.gov/-/media/DECD/Covid_Business_Recovery-Phase-2-1/CTReopens21_-_IndoorEvents1110.pdf

https://portal.ct.gov/-/media/DECD/Covid_Business_Recovery-Phase-2-1/CTReopens21_Sports_FitnessCenters1110.pdf

- Basketball (Beginning Nov. 25, 2020)
 - All home games will be played at Gampel Pavilion at UConn Storrs. The XL Center in Hartford will not be used this year.
 - UConn Athletics developed the Gampel Pavilion 2020-2021 Reopening Plan that provides guidance on:
 - Entry and exiting.
 - Concessions.
 - Spectator congregating at half time.
 - Spectators
 - Per NCAA policy, each player and coach on the home and visiting team can be allowed four tickets for family and friends. All other general public spectators are prohibited.
 - Masks are required at all times of spectators.
 - Spectators should follow social distancing measures when progressing through security checkpoints and entering/exiting the arena.
 - A snack cart on the concourse is allowed, provided plexiglass is installed and customers are socially distanced while in line.

- Spectators should maintain 6 feet between pods/parties and 12 feet from the bench/court.
 - UConn will inform all out-of-state spectators of Connecticut's travel advisory policy.
- Ice Hockey
 - All home events will be played at the Mark Edward Freitas Ice Forum at UConn Storrs.
 - No spectators will be permitted.
 - UConn will follow NCAA guidance as it is provided
- Other winter sports moved to spring.

OTHER EVENTS/ACTIVITIES

- **Student Activities**

Registered Student Organizations/Clubs activities will follow guidance as provided in the UConn Campus Community Event, Activities and Recreation Implementation Plan.

<https://solid.uconn.edu/> (follow the Registered Student Organizations Events and Activities link)

- **Events and Conference Services**

- UConn has suspended all in-person conferences and events.
- All space is being utilized by student groups and academics.

When the University of Connecticut resumes in-person attendance, all applicable State Reopen Connecticut Sector Rules for Indoor Events and Performance Venues, as amended, will be followed.

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- **Contractors**

UPDC developed the [University COVID-19 Mitigation Guidelines for the Contractor Community](#) for contractors performing work on a project with UConn at the Storrs campus (including Depot campus) and the regional campuses, extension centers, and School of Law.

- These guidelines establish consistent standards for mitigating the spread of COVID-19 that must be undertaken by contractors. They are intended to assist UConn in meeting its commitments of providing a quality, secure and safe learning and working environment for its students, workforce, clients, and visitors.
- These standards are subject to change to incorporate updated federal, state, and local requirements.
- Service maintenance contractors who are performing service work for UConn's Facilities Operations at any campus or extension center shall be required to have all workers assigned to the campus be required to follow the same COVID-19 safety precautions as permanent UConn Facilities Operations employees. This includes completing the UConn

Environmental Health & Safety training, “Returning to Campus: COVID-19 General Training for UConn and UConn Health, with Specific Job Training,” and the expectation that all workers assigned on-site to a University campus or extension center undergo COVID-19 testing prior to initially coming on campus. Follow the guidance provided on all exterior and interior signage relating to COVID-19 throughout all UConn campuses and extension offices

- **Tenants** - Tenants of UConn-owned properties will follow all applicable guidance as found in their use agreement, lease, or contract.
 - Willow House Preschool and Learning Center follow all applicable State of Connecticut, Office of Early Childcare and Department of Public Health guidance.
 - Technology Incubation Program (TIP): Private companies located in University buildings on the Farmington, Storrs, and regional campuses will follow all applicable State Sector Rules and UConn COVID-19 safety precautions, including completing the UConn Environmental Health & Safety training, “Returning to Campus: COVID-19 General Training for UConn and UConn Health, with Specific Job Training .
- **School Field Trips** – K-12 school field trips have been suspended until further notice.
- **Camps and other school-age programs** – Suspended until further notice.

USE OF UNIVERSITY FACILITIES AND RESOURCES BY THIRD PARTIES

During the Coronavirus/COVID-19 pandemic and the declared Public Health Emergency, UConn is limiting use of its campus facilities and resources (all campuses) by non-university third-party entities.

UConn is a public institution and as such normally permits use of its grounds or public buildings by third parties. In support of efforts to protect the health and safety of students, staff, and faculty, use of university buildings, spaces, facilities, and resources is restricted until further notice.

Exceptions for use of university facilities or resources will be approved only for an exceptional need and for the benefit of the university. Requests for any exception to the restriction must be submitted in writing to the Executive Vice President and Chief Financial Officer, Provost’s Office, Regional Campus Director, Vice President for Research, or the President’s Office at least two weeks in advance and must clearly define the need and why an exception should be granted.

Limiting use of UConn facilities and resources by third parties is consistent with recommendations in the Report from the Higher Education Subcommittee – Reopen Connecticut and the CDC Guidance to Institutions of Higher Education, which advises limiting nonessential visitors.

Copies of Approved Exceptions for Use of University Facilities or Resources should be forwarded to the Office of Emergency Management (OEM) at oem@uconn.edu and Facilities Operations at facilities_operations@uconn.edu.